

CITY COUNCIL REGULAR MEETING

Tuesday, September 14, 2021 at 5:30 PM

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



AGENDA

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

Meeting ID: 835 5447 0556 • Passcode 515437 • or dial 1-346-248-7799

CALL TO ORDER

Invocation

Pledge of Allegiance

Roll Call

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

MAYOR AND COUNCIL MEMBER REPORTS

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

1. Consider approval or other action regarding the minutes of the Regular City Council Meeting held on August 10, 2021; and the Regular City Council Meeting held on August 24, 2021. (S Ritchie)
2. Consider approval or other action regarding an accounts payable report for payments made during August 2021. (R Sosol)
3. Consider approval or other action regarding a financial report for August 2021.

ANNOUNCEMENTS/PRESENTATIONS

STAFF REPORTS

4. **Public Works Director Report**
- Update on progress of city projects
5. **Police Chief Report**
- Police Activity Report
6. **Animal Control Report**
- Animal Control Report
7. **Building/Planning/Code Enforcement Report**
- Update on progress of city projects
8. **City Administrator Report**

9. City Secretary Report

INDIVIDUAL ITEMS FOR CONSIDERATION

- 10.** Discussion, consideration, and possible action regarding a request to close the streets around the downtown square for the 2021 Homecoming Parade.
- 11.** Discussion, consideration, and possible action regarding the closure of the streets around the downtown square for the Fall 2021 Wine and Art Festival.
- 12.** Discussion, consideration, and possible action regarding a Special Alcohol Use Permit for the downtown square for the Fall 2021 Wine and Art Festival.
- 13.** Discussion, consideration, and possible action regarding request for authorization to use temporary signs for the Fall 2021 Wine and Art Festival.
- 14.** Discussion, consideration, and possible action regarding request from the Fire Marshal's office to make portions of Sheppard Street "No Parking" Zones.
- 15.** Discussion, consideration, and possible action on eHT work order for Valley View Street paving improvements.
- 16.** Discussion, consideration, and possible action on a Resolution making nomination(s) to the Somervell Central Appraisal District Board of Directors.
- 17.** Discussion, consideration, and possible action on a resolution amending computer fraud prevention policy.
- 18.** Discussion, consideration, and possible action on amending Resolution #2020-34 regarding the time and place of 2021 City Council meetings.
- 19.** Discussion, consideration, and possible action regarding election equipment, election contract, and options for the City's future elections.

EXECUTIVE SESSION

- 20.** Texas Government Code, Section 551.071 – Consultation with Attorney – Legal Counsel regarding disannexation.
- 21.** Texas Government Code, Section 551.072 – Deliberations regarding Real Property
- 22.** Texas Government Code, Section 551.04 Executive Session regarding personnel matters – City Administrator.

ACTION ON EXECUTIVE SESSION

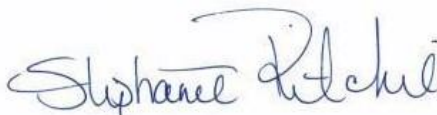
- 23.** Discussion, consideration, and possible action on item discussed in Executive Session regarding disannexation.
- 24.** Discussion, consideration, and possible action on item discussed in Executive Session regarding Real Property.
- 25.** Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters – City Administrator.

ADJOURN

CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at www.glenrosetexas.org, and said notice was posted on the following date and time: Friday, September 10, 2021, by 5:00 PM and remained posted for at least two hours after said meeting was convened.

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



STEPHANIE RITCHIE
City Secretary

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

by _____ . _____



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Consider approval or other action regarding the minutes of the Regular City Council Meeting held on August 10, 2021; and the Regular City Council Meeting held on August 24, 2021. (S Ritchie)		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Minutes for August 10, 2021, Regular City Council Meeting; Minutes for August 24, 2021, Regular City Council Meeting		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, August 10, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, August 10, 2021 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

DUE TO COVID-19 PANDEMIC AND THE GLEN ROSE STATE OF DISASTER DECLARATION

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: 852 5563 1523 • Passcode 740844 • or dial 1-346-248-7799

CALL TO ORDER – Mayor Douglas called the meeting to order at 5:30 pm.

Invocation – led by Michael Leamons

Pledge of Allegiance – led by Mayor Douglas

Roll Call

City Council Present

Mayor Julia Douglas

Mayor Pro Tem Chip Joslin

Councilmember Demetra Conrad

Councilmember Kelly Harris

Staff Present

City Administrator Michael Leamons

City Secretary Stephanie Ritchie

Chief of Police Buck Martin

Public Works Director Jim Holder

City Attorney Brady Pendleton - *arrived at 5:43 pm.*

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

Citizen Suzanne Strackbein addressed council regarding a request for variance to build a carport in her front yard.

Council took no action.

There were no additional citizen comments.

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

Item 4 was removed from the consent agenda by Councilmember Kelly Harris. Items 5, 6, and 7 were removed from the consent agenda by Mayor Julia Douglas.

1. **Consider approval or other action regarding the minutes of the Regular City Council Meeting held on July 13, 2021; the Regular City Council Meeting held on July 27, 2021. (S Ritchie)**

Corrections noted.

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

3. **Consider approval or other action regarding a financial report for July 2021.**
8. **Consider approval or other action regarding amendments to the City Administrator, City Secretary, and the Deputy City Secretary job descriptions.**
9. **Consider approval or other action regarding adopting an Ordinance amending the Code of Ordinances regarding the Power and Duties of the Mayor, City Administrator, and City Secretary. Ordinance 2021.08.10B**

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to approve items 1, 2, 3, 8, and 9 of the consent agenda with the noted corrections.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

Item 4 was removed from the consent agenda by Councilmember Kelly Harris.

4. **Consider approval or other action regarding the Resolution adopting the revised Personnel Policy. (Item 4 was removed from the consent agenda by Councilmember Kelly Harris) Resolution 2021-18**

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to adopt Resolution 2021-18 approving revisions to the Employee Personnel Policy with corrections.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

Items 5, 6, and 7 were removed from the consent agenda by Mayor Julia Douglas.

5. **Consider approval or other action regarding Resolution adopting the revised Code of Conduct Policy. Resolution 2021-19**

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Harris to adopt Resolution 2021-19 approving revisions to the Code of Conduct Policy for Council with noted corrections.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

6. **Consider approval or other action regarding amendments to the Lead Animal Control Officer and the Part Time Animal Control Officer job descriptions.**

Mayor Douglas pulled this item to allow Council to discuss the acceptance of these changes or to see if they would like to forgo these changes with the knowledge that Council has authorized (requested) additional changes with the FY 2021/2022 Budget.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to approve, and the Lead Animal Control Officer job description with changes and to approve the Part Time Animal Control Officer as presented.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

7. Consider approval or other action regarding adopting a revised Animal Control Ordinance amending Section 2.01.002. Ordinance 2021.08.10A

Mayor Douglas pulled this item to allow Council to discuss the acceptance of these changes or to see if they would like to forgo these changes with the knowledge that Council has authorized (requested) additional changes with the FY 2021/2022 Budget.

Motion made by Councilmember Conrad, Seconded by Mayor Pro-Tem Joslin to adopt Ordinance 2021.08.10A with the noted correction (change to report to Building Official).

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

STAFF REPORTS

- 10. Public Works Director Report**
- Update on progress of city projects
- 11. Police Chief Report**
- Police Activity Report
- 12. Animal Control Report**
- AC Activity Report
- 13. Building/Planning/Code Enforcement Report**
- Update on progress of city projects
- 14. City Administrator Report**
- 15. City Secretary Report**
- Update

Mayor Douglas called the Public Hearing to order at 6:06 pm.

PUBLIC HEARING

- 16. Public Hearing regarding request to rezone, Acres 0.310, Lot 00001, Blk E, Subd W0100, Abst A136, WALKER ADDITION, BLOCK 3, LOT 1 .310 ACRES, at 611 South Jefferson Street from being split zoned B-2 (General Commercial District)/R-1 (Single Family Residential District) to being wholly zoned R-1 (Single Family Residential).**

There were no citizen comments.

- 17. Public Hearing regarding a Specific Use Permit application to operate a Bed and Breakfast, for Acres 0.300, Tract 34 (WALKER ADD, BLK A), Abst A136, A136 MILAM CO SCH LD, TRACT 34 (WALKER ADD, BLK A), LOCATED AT 505 Hereford Street.**

There were no citizen comments.

- 18. Public Hearing for Ordinance Amending Chapter 14 "Zoning" of the City's Code of Ordinances.**

There were no citizen comments.

INDIVIDUAL ITEMS FOR CONSIDERATION

- 19. Discussion, consideration, and possible action regarding request to rezone, Acres 0.310, Lot 00001, Blk E, Subd W0100, Abst A136, WALKER ADDITION, BLOCK 3, LOT 1 .310 ACRES, at 611 South Jefferson Street from being split zoned B-2 (General Commercial District)/R-1 (Single Family Residential District) to being wholly zoned R-1 (Single Family Residential). Ordinance 2021.08.10C**

City Administrator Leamons presented the item to Council.

Brain Watts with Realty Capital Holdings, LLC., addressed Council.

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Conrad to adopt Ordinance 2021.08.10C changing 611 Jefferson Street to R-1 Single Family Residential as presented.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

- 20. Discussion, consideration, and possible action regarding a Specific Use Permit application to operate a Bed and Breakfast, for Acres 0.300, Tract 34 (WALKER ADD, BLK A), Abst A136, A136 MILAM CO SCH LD, TRACT 34 (WALKER ADD, BLK A), LOCATED AT 505 Hereford Street.**

City Administrator Leamons presented the item to Council.

Property owner, Shawna Evans, addressed Council.

Citizen Marilyn Phillips spoke on behalf of the Evans Family.

Motion made by Mayor Pro-Tem Joslin, Seconded by Councilmember Harris to approve a Specific Use Permit to maintain a short Term Rental at 505 Hereford Street as presented.

The vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

- 21. Discussion, consideration, and possible action to adopt an Ordinance Amending Chapter 14 "Zoning" of the City's Code of Ordinances. Ordinance 2021.08.10D**

City Administrator Leamons presented the item to Council.

Changes were noted to update the flowchart for the application and make one minor amendment to the ordinance as presented.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to adopt Ordinance 2021.08.10D (with changes) amending Chapter 14 "Zoning" of the City's Code of Ordinances

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

22. Discussion, consideration, and possible action on Jimmy Gosdin's request for approval of additional phases of his Squaw Creek Meadows Subdivision.

City Administrator Leamons presented the item to Council.

Gosdin representative, Tamara Valentine, addressed Council asking for approval of the remaining four phases of this subdivision.

Motion made by Councilmember Harris, Seconded by Mayor Pro-Tem Joslin to approve the additional phases requested by Mr. Gosdin subject to the same requirements stipulated as part of the original approval.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

23. Discussion, consideration, and possible action regarding approval of an employee health insurance plan, vision and dental insurance, and life/AD&D insurance plan.

City Secretary Ritchie presented the item to Council.

Motion made by Councilmember Harris, Seconded by Councilmember Conrad to authorize staff to use the BCBS renewal rate for health insurance and to approve the renewal rate for the dental, vision, life, and AD&D already in place.

Vote 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

24. Discussion, consideration, and possible action regarding election equipment, election contract, and options for the City's future elections.

City Secretary Ritchie presented the item to Council.

Mayor Douglas stated that the Council is currently in negotiations with the County for Election Equipment.

Item was tabled until the August 24th, 2021 meeting.

25. Discussion, consideration, and possible action on scheduling a Public Hearing to consider the City's Proposed Fiscal Year 2021-2022 Budget.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to schedule a Public Hearing on the Proposed Fiscal Year 2021-2022 Budget at the August 24th meeting.

Vote was 3/0 to approve. Voting Yea: Mayor Pro-Tem Joslin, Councilmember Conrad, Councilmember Harris

26. Budget Workshop

There was some discussion regarding the budget and what the next steps are for finalizing the FY2021-2022 Budget.

No Action was taken.

Item 1.

EXECUTIVE SESSION

The regular meeting was reconvened, and the Executive Session was called at 7:18 pm.

27. Texas Government Code, Section 551.071 – Consultation with Attorney.

28. Texas Government Code, Section 551.074 - Personnel Matters – Public Works Director.

The Executive Session was closed at 7:51 pm.

The regular meeting reconvened at 7:52 pm.

EXECUTIVE SESSION

29. Discussion, consideration, and possible action on items discussed in Executive Session regarding personnel matters – Consultation with Attorney.

No action was taken.

30. Discussion, consideration, and possible action on items discussed in Executive Session regarding personnel matters – Public Works Director.

No action was taken.

MAYOR AND COUNCIL MEMBER REPORTS

31. Mayor and Councilmember Reports (Councilmember Conrad)

Councilmember Conrad updated council and citizens regarding progress being made by the Planning and Zoning Department and the Board regarding the Specific Use Permit Application Process and documentation.

ADJOURN

With no additional items before the Council, Mayor Douglas adjourned the meeting at 8:01 pm.



APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary

MINUTES OF THE CITY OF GLEN ROSE CITY COUNCIL REGULAR MEETING

Tuesday, August 24, 2021 at 5:30 PM

The City Council of the City of Glen Rose met in a Regular Meeting on Tuesday, August 24, 2021 in the Glen Rose City Hall, Council Chambers, 201 NE Vernon, Glen Rose, TX 76043 at 5:30 PM to consider the following items of business:

DUE TO COVID-19 PANDEMIC AND THE GLEN ROSE STATE OF DISASTER DECLARATION

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

Meeting ID: 823 9751 3705 • Passcode 642042 • or dial 1-346-248-7799

CALL TO ORDER

Invocation – led by Dennis Moore

Pledge of Allegiance – led by Mayor Pro Tem Joslin

Roll Call

Council Present

Mayor Julia Douglas
Mayor Pro Tem Chip Joslin
Councilmember Demetra Conrad
Councilmember Kelly Harris (participated via zoom)
Councilmember Dennis Moore (arrived at 6:25pm)

Staff Present

City Administrator Michael Leamons
City Secretary Stephanie Ritchie
Chief of Police Buck Martin
Public Works Director Jim Holder
Building Official Kyle Reeves

City Attorney Pendleton was not present.

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

There were no citizen or visitor comments.

MAYOR AND COUNCIL MEMBER REPORTS

Mayor Douglas introduced Building Official Kyle Reeves to Council.

There were no additional reports.

CONSENT AGENDA

- 1. Consider approval or other action regarding Resolution adopting the revised Personnel Policy.**

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Conrad to approve resolution 2021-20 adopting the amended Organizational chart and the Personnel Policy as presented.

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

PUBLIC HEARING

Mayor Douglas called the Public hearing to order at 5:36 pm.

2. Public Hearing regarding proposed FY 2021-22 Budget.

There were no citizen comments.

Mayor Douglas closed the Public Hearing and reconvened the regular meetings at 5:37pm.

INDIVIDUAL ITEMS FOR CONSIDERATION

3. Discussion, consideration, and possible action on voting to ratify the increase in property taxes to be raised under the FY 2021-22 over what was raised in the FY 2020-21 Budget.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Mayor Pro Tem Joslin to ratify the \$.35959738 increase in property tax revenue raised under the FY 2021-22 Budget and set Public Hearing for September 7, 2021.

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

4. Discussion, consideration, and possible action on amending the budget filed with the City Secretary and approving a resolution adopting the FY 2021-22 Budget.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Harris, Seconded by Mayor Pro Tem Joslin to approve FY2021-22 Budget to include the 2% COLA, and other revisions in the column labeled "REV +2%", and approve Resolution 2021-21 adopting the budget as amended.

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

5. Discussion, consideration, and possible action on resolution adopting an amended FY 2020-21 Budget.

City Administrator Leamons presented the item to Council.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Harris to approve Resolution 2021-22 amending the FY 2020-21 Budget as presented.

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

6. Discussion, consideration, and possible action regarding election equipment, election contract, and options for the City's future elections.

City Secretary Ritchie presented the item to Council.

Mayor Douglas updated Council on communications with the County regarding interlocal agreement negotiations. All negotiations have not been completed.

Council took No Action while waiting for additional information at a future meeting.

7. Discussion, consideration, and possible action on a resolution establishing a 380 Agreement Program.

City Administrator Leamons presented the item to Council.

Motion made by Councilmember Conrad, Seconded by Councilmember Harris to approve Resolution 2021-23 establishing a 380 Agreement Program as presented

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

8. Discussion, consideration, and possible action amending the City's Procedures for Placing an Item on the Agenda.

Mayor Douglas presented the item to Council.

No Action was taken.

9. Discussion, consideration, and possible action regarding an amendment to the Convention and Visitors Bureau Ordinance.

City Secretary Ritchie presented the item to Council.

Motion made by Mayor Pro Tem Joslin, Seconded by Councilmember Conrad to adopt the amended CVB Ordinance 2021.08.24A as presented.

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

Mayor Douglas called a recess at 6:19 pm.

EXECUTIVE SESSION

Mayor Douglas called the Executive Session to order at 6:25 pm.

10. **Texas Government Code, Section 551.074 - Personnel Matters - City Secretary – Job Performance.**

Mayor Douglas closed the Executive Session and reconvened the regular meeting at 7:12 pm.

ACTION ON EXECUTIVE SESSION

11. **Discussion, consideration, and possible action on Executive Session regarding City Secretary Job Performance.**

No Action was taken.

ADJOURN -

With no further business before the Council, Mayor Douglas adjourned the meetings at 7:13 pm.

APPROVED:

Julia Douglas, Mayor

ATTEST:

Stephanie Ritchie, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Consider approval or other action regarding an accounts payable report for payments made during August 2021. (R Sosol)		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Accounts Payable Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
30 - CVB HOTEL/MOTEL						
CVB						
	8/2/2021	AT&T Mobility	30-70-5401	Telephone	287293428360X07272021	\$7.55
	8/4/2021	Charter Business	30-70-5402	Internet	Invoice # 0038953072621	\$115.59
	8/10/2021	Citibank	30-70-5106	Postage	08032021-CVB	\$7.95
	8/17/2021	Texas Workforce Commission	30-70-5008	Twc	Correction due to rate increase	\$181.03
Total						\$312.12

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

9/1/2021 11:18:00 Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	8/5/2021	AT&T Mobility	10-40-5401	Telephone	287293428360X07272021	\$49.47
	8/5/2021	Atmos Energy	10-40-5405	Gas		\$24.47
	8/5/2021	Miguel Lara	10-40-5604	Repair & Maint - Struct	Repair of flower beds	\$300.00
	8/13/2021	Cleburne Welding And Industrial Supply	10-40-5100	Supplies	Invoice # 516731	\$28.20
	8/13/2021	Frontier Waste Gr-Transfer	10-40-5804	Service Fees	Invoice #	\$879.00
	8/13/2021	Glen Rose Auto Parts	10-40-5608	Gas/Oil/Lube	July's charges	\$22.95
	8/13/2021	Glen Rose Auto Parts	10-40-5100	Supplies	July's charges	\$42.90
	8/13/2021	Glen Rose Auto Parts	10-40-5100	Supplies	July's charges	\$52.70
	8/13/2021	Higginbotham Building Center - Glen Rose	10-40-5655	Concrete	July's charges	\$4.19
	8/13/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	July's charges	\$10.85
	8/13/2021	Higginbotham Building Center - Glen Rose	10-40-5100	Supplies	July's charges	\$18.04
	8/17/2021	Texas Workforce Commission	10-40-5008	Twc	1st Qt correction	\$500.05
	8/17/2021	United Cooperative Services	10-40-5421	Street Lighting	Account # 47704-XXX	\$89.29
	8/26/2021	AT&T (Scada)	10-40-5401	Telephone	Ref # 254-897-1586	\$19.84
	8/26/2021	Cleburne Welding And Industrial Supply	10-40-5100	Supplies	Invoice # 518527	\$29.14
	8/26/2021	Charter Business	10-40-5401	Telephone	Invoice # 0042013081421	\$41.19
	8/26/2021	Riverbend Landscaping	10-40-5804	Service Fees	Invoice # 823212	\$2,315.00

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

9/1/2021 11:18: Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Streets & Parks						
	8/31/2021	AT&T Mobility	10-40-5401	Telephone	AT&T Mobility Correct	\$49.47
	8/31/2021	Atmos Energy	10-40-5405	Gas	Account # 3024900571	\$23.81
	8/31/2021	City of Glen Rose	10-40-5404	Water	09012021	\$52.35
Total						\$4,552.91
Legislative						
	8/5/2021	AT&T Mobility	10-05-5145	Exp Mayor & Council	287293428360X07272021	\$47.26
	8/13/2021	Brookshire Brothers	10-05-5145	Exp Mayor & Council	JULY'S CHARGES	\$39.92
	8/17/2021	Citibank	10-05-5503	Mayor & Council Training	July's charges	\$1,280.00
	8/26/2021	Taylor, Olson, Adkins, Sralla& Elam, L.L.P.	10-05-5201	Attorney	Statement # 1	\$4,893.58
	8/31/2021	AT&T Mobility	10-05-5145	Exp Mayor & Council		\$47.25
Total						\$6,308.01
Code Enforcement						
	8/5/2021	AT&T Mobility	10-50-5401	Telephone	287293428360X07272021	\$47.25
	8/13/2021	AAA Quality Services	10-50-5203	Contract Labor	Services for the month of July	\$2,625.00
	8/17/2021	Citibank	10-50-5801	Miscellaneous Exp	July's charges	\$8.00
	8/17/2021	Texas Workforce Commission	10-50-5008	Twc	1st Qt correction	\$148.70
	8/26/2021	BizProtect	10-50-5224	It Support	Invoice # 7189	\$52.50

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

9/1/2021 11:18:00 Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Code Enforcement						
	8/31/2021	AT&T Mobility	10-50-5401	Telephone		\$47.25
Total						\$2,928.70
Animal Control						
	8/5/2021	AT&T Mobility	10-55-5401	Telephone	287293428360X07272021	\$47.25
	8/13/2021	Dinosaur Valley Pest Service	10-55-5604	Repair & Maint - Struct	Invoice # 21236	\$65.00
	8/13/2021	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	July's charges	\$51.23
	8/13/2021	Higginbotham Building Center - Glen Rose	10-55-5100	Supplies	July's charges	\$12.86
	8/17/2021	Citibank	10-55-5501	Travel	July's charges	\$111.52
	8/17/2021	Texas Workforce Commission	10-55-5008	Twc	1st Qt correction	\$111.44
	8/26/2021	Terry Veterinary Clinic	10-55-5237	Adoption Reimbursement	Animal # D-5818	\$65.00
	8/31/2021	AT&T Mobility	10-55-5401	Telephone	AT&T Mobility Correct	\$47.25
	8/31/2021	Glen Rose Veterinary Clinic	10-55-5237	Adoption Reimbursement	Animal F-4258	\$60.00
	8/31/2021	Nextlink Broadband	10-55-5402	Internet	Invoice # N125102766-47	\$110.83
	8/31/2021	Riverbend Landscaping	10-55-5604	Repair & Maint - Struct	Invoice # 823211	\$300.00
	8/31/2021	Walmart Community/Capital One	10-55-5100	Supplies	Statement # 1637243455	\$56.71
Total						\$1,039.09

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

9/1/2021 11:18: Item 2.

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
	8/5/2021	AT&T Mobility	10-60-5401	Telephone	287293428360X07272021	\$47.25
	8/5/2021	AT&T Mobility	10-60-5401	Telephone	287293428360X07272021	\$55.16
	8/17/2021	Citibank	10-60-5401	Telephone	July's charges	\$0.99
	8/17/2021	Citibank	10-60-5803	Software	July's charges	\$15.93
	8/17/2021	Citibank	10-60-5801	Miscellaneous Exp	July's charges	\$8.00
	8/17/2021	Citibank	10-60-5804	Service Fees	July's charges	\$73.69
	8/17/2021	Citibank	10-60-5801	Miscellaneous Exp	July's charges	\$229.00
	8/17/2021	RLI	10-60-5800	Dues	Bond # LSM1262910	\$175.00
	8/17/2021	Texas Workforce Commission	10-60-5008	Twc	1st Qt correction	\$432.00
	8/17/2021	Texas Workforce Commission	10-60-5800	Dues	1st Qt correction	\$21.63
	8/17/2021	State Comptroller	10-60-5800	Dues	Account # M5236	\$100.00
	8/26/2021	BizProtect	10-60-5224	It Support	Invoice # 7189	\$52.50
	8/31/2021	AT&T Mobility	10-60-5401	Telephone	AT&T Mobility Correct	\$47.25
	8/31/2021	AT&T Mobility	10-60-5401	Telephone	AT&T Mobility Correct	\$47.25
	8/31/2021	Glen Rose Reporter	10-60-5210	Legal Notices & Advertising	Ad # 00134127	\$38.00
	8/31/2021	CTRMA	10-60-5800	Dues	License Plate 1331377	\$15.00
	8/31/2021	Staples Credit Plan	10-60-5801	Miscellaneous Exp	Account # 6035 5178 2027 7498	\$13.16

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Administration						
Total						\$1,371.81
Law Enforcement						
	8/5/2021	AT&T Mobility	10-90-5401	Telephone	287293428360X07272021	\$85.50
	8/13/2021	H & S Air Conditioning	10-90-5602	Repair & Maint - Equip	Invoice 3 6966	\$459.93
	8/17/2021	Citibank	10-90-5501	Travel	July's charges	\$690.55
	8/17/2021	Citibank	10-90-5604	Repair & Maint - Struct	July's charges	\$38.94
	8/17/2021	Spinks & Green Auto Supply	10-90-5602	Repair & Maint - Equip	Invoice # 007419	\$593.70
	8/17/2021	Texas Workforce Commission	10-90-5008	Twc	1st Qt correction	\$108.00
	8/26/2021	Brenda Lozano De Reza	10-90-5225	Janitorial Services	Janitorial services for the month of August	\$100.00
	8/31/2021	AT&T Mobility	10-90-5401	Telephone		\$85.51
	8/31/2021	City of Glen Rose	10-90-5404	Water	09012021	\$46.85
Total						\$2,208.98
Non Departmental						
	8/5/2021	Atmos Energy	10-65-5405	Gas	Account # 3024937327	\$56.99
	8/5/2021	Kinect Communications, LLC	10-65-5401	Telephone	Invoice # 2460	\$421.77
	8/13/2021	Brenda L. James	10-65-5226	Cpa	Invoice # 1031	\$512.50

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non Departmental						
	8/17/2021	Charter Business	10-65-5401	Telephone	Invoice # 0029853080621	\$482.33
	8/17/2021	Charter Business	10-65-5402	Internet	Invoice # 0029853080621	\$522.34
	8/17/2021	Citibank	10-65-5106	Postage	July's charges	\$31.80
	8/17/2021	Citibank	10-65-5109	Office Supplies	July's charges	\$31.49
	8/17/2021	Xerox Corporation	10-65-5217	Postage, Copier Lease	Invoice # 014069090	\$367.74
	8/26/2021	Enprotec/Hibbss/Todd	10-65-5202	Engineering	Invoice # EN2108-010	\$700.00
	8/26/2021	Windstream	10-65-5401	Telephone	Account # 126635325	\$60.98
	8/26/2021	Brenda Lozano De Reza	10-65-5225	Janitorial Services	Janitorial services for the month of August	\$600.00
	8/31/2021	City of Glen Rose	10-65-5404	Water	09012021	\$663.40
	8/31/2021	Enprotec/Hibbss/Todd	10-65-5202	Engineering	Invoice # 5722-1	\$720.00
	8/31/2021	Walmart Community/Capital One	10-65-5107	Janitorial Supplies	Statement # 1637243455	\$24.19
Total						\$5,195.53
Non-Departmental						
	8/5/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 8/1/2021	\$136.15
	8/5/2021	Bobby Shane Lyles	10-2024	Health Ins W/H	Insurance reimbursement due to wrong deduction	\$290.10
	8/18/2021	Wyoming Child Support Enforcement	10-2020	Child Support W/H	Case ID 244527 8/15/2021	\$136.15

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
10 - GENERAL FUND						
Non-Departmental						
	8/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/1/2021	\$54.06
	8/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 8/1/2021	\$7.86
	8/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/15/2021	\$54.06
	8/26/2021	Aflac	10-2025	Accident Ins W/H	AFLAC Accident Death Rider After Tax 8/15/2021	\$7.86
	8/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 8/1/2021	\$3,636.23
	8/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 8/1/2021	\$307.48
	8/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	Health Ins-Employer 8/15/2021	\$3,267.76
	8/26/2021	Blue Cross Blue Shield	10-2024	Health Ins W/H	HEALTH INSURANCE 8/15/2021	\$307.48
	8/26/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 8/1/2021	\$22.22
	8/26/2021	Colonial Insurance	10-2033	Critical Illness Ins W/H	CRITICAL ILL INS AFTER TAX 8/15/2021	\$22.22
Total						\$8,249.63
Municipal Court						
	8/17/2021	Texas Workforce Commission	10-80-5008	Twc	1st Qt correction	\$88.99
	8/26/2021	Mickey Garrett	10-80-5203	Contract Labor	Judge services for the month of August	\$500.00
Total						\$588.99

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	8/5/2021	AT&T Mobility	20-10-5401	Telephone	287293428360X07272021	\$47.25
	8/5/2021	AT&T Mobility	20-10-5401	Telephone	287293428360X07272021	\$7.55
	8/5/2021	Atmos Energy	20-10-5405	Gas	401 Farr Plaza	\$24.47
	8/13/2021	Atlas Utility Supply Company	20-10-5652	Meters	Invoice # 017439	\$10,697.50
	8/13/2021	Dake Construction	20-10-5700	Capital Improvements	Estimate # 1	\$15,546.75
	8/13/2021	Dake Construction	20-10-5700	Capital Improvements	Estimate # 2	\$186,841.25
	8/13/2021	Day Services	20-10-5739	New Lines East Of Town	Final Pay App 2020	\$36,198.43
	8/13/2021	Glen Rose Auto Parts	20-10-5602	Repair & Maint - Equip	July's charges	\$253.25
	8/13/2021	Smith Supply, Inc.	20-10-5601	System Repair	July's charges	\$289.63
	8/13/2021	Texas Facilities Commission	20-10-5700	Capital Improvements	Invoice # 1711134	\$7,500.00
	8/17/2021	Citibank	20-10-5737	Capital Improvement Well #4	July's charges	\$51.18
	8/17/2021	Texas Workforce Commission	20-10-5008	Twc	1st Qt correction	\$196.99
	8/26/2021	AT&T (Scada)	20-10-5401	Telephone	Ref # 254-897-1586	\$19.84
	8/26/2021	Bio Chem Lab, Inc.	20-10-5238	Lab Fees	Invoice # 129709-0821	\$66.00
	8/26/2021	Charter Business	20-10-5401	Telephone	Invoice # 0042013081421	\$41.20
	8/26/2021	DPC Industries, Inc	20-10-5160	Process Chemicals	Invoice # DE76001023-21	\$104.00
	8/26/2021	DPC Industries, Inc	20-10-5160	Process Chemicals	Invoice # 767003811-21	\$1,552.80
	8/26/2021	Enprotec/Hibbss/Todd	20-10-5700	Capital Improvements	Invoice # 2106238	\$2,675.75

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Water						
	8/26/2021	North Texas Tollway Authority	20-10-5801	Miscellaneous Exp	License plate 1358127(TX)	\$19.16
	8/26/2021	Usa Bluebook	20-10-5604	Repair & Maint - Struct	Invoice # 1104.86	\$1,104.86
	8/26/2021	Usa Bluebook	20-10-5604	Repair & Maint - Struct	Invoice # 703903	\$74.88
	8/26/2021	Wallace Control	20-10-5601	System Repair	Invoice # 45602	\$11,225.00
	8/31/2021	AT&T Mobility	20-10-5401	Telephone	AT&T Mobility Correct	\$47.25
	8/31/2021	Atmos Energy	20-10-5405	Gas	Account # 3024900571	\$23.80
	8/31/2021	Dake Construction	20-10-5700	Capital Improvements	Estimate # 3/Project # 5722-35	\$34,371.00
	8/31/2021	Enprotec/Hibbss/Todd	20-10-5700	Capital Improvements	Invoice # 5722-35	\$2,025.25
	8/31/2021	Santos Delagarza	20-10-5500	Training	Per Diem and Mileage	\$307.56
	8/31/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 3	\$1,748.25
	8/31/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 4	\$1.75
	8/31/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 5	\$3.50
	8/31/2021	Somervell County Water District	20-10-5299	Purchased Water	Delivery point 6	\$5.25
	8/31/2021	Staples Credit Plan	20-10-5801	Miscellaneous Exp	Account # 6035 5178 2027 7498	\$39.99
Total						\$313,111.34
WWTP						
	8/5/2021	AT&T Mobility	20-21-5401	Telephone	287293428360X07272021	\$94.50

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
WWTP						
	8/5/2021	Charter Business	20-21-5401	Telephone	Invoice # 0038961072621	\$115.59
	8/13/2021	Glen Rose Auto Parts	20-21-5120	Tools	July's charges	\$48.44
	8/13/2021	Higginbotham Building Center - Glen Rose	20-21-5120	Tools	July's charges	\$354.77
	8/13/2021	Higginbotham Building Center - Glen Rose	20-21-5100	Supplies	July's charges	\$21.98
	8/13/2021	Smith Supply, Inc.	20-21-5000	Wages Wwtp	July's charges	\$18.04
	8/13/2021	Smith Supply, Inc.	20-21-5120	Tools	July's charges	\$19.54
	8/17/2021	Citibank	20-21-5601	System Repair	July's charges	\$1,707.68
	8/17/2021	Citibank	20-21-5604	Repair & Maint - Struct	July's charges	\$38.98
	8/17/2021	Citibank	20-21-5120	Tools	July's charges	\$79.99
	8/17/2021	Texas Workforce Commission	20-21-5008	Twc	1st Qt correction	\$216.00
	8/17/2021	United Cooperative Services	20-21-5400	Utilities	Account # 47704-XXX	\$3,441.72
	8/26/2021	DPC Industries, Inc	20-21-5115	Chemical Supplies	Invoice # 767003812-21	\$647.00
	8/26/2021	Windstream	20-21-5401	Telephone	Account # 126635325	\$52.62
	8/31/2021	AT&T Mobility	20-21-5401	Telephone	AT&T Mobility Correct	\$94.50
	8/31/2021	Bio Chem Lab, Inc.	20-21-5238	Lab Fees	Invoice # 14150-0721	\$1,218.00
Total						\$8,169.35

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Sewer						
	8/5/2021	Atmos Energy	20-20-5405	Gas	401 Farr Plaza	\$24.48
	8/13/2021	Smith Supply, Inc.	20-20-5601	System Repair	July's charges	\$257.69
	8/13/2021	U & D Enterprises, Inc	20-20-5100	Supplies	Invoice # 14877	\$159.12
	8/13/2021	Wilson Bros. Inc.	20-20-5600	Vehicle Repair	July's charges	\$400.00
	8/17/2021	Texas Workforce Commission	20-20-5008	Twc	1st Qt correction	\$45.01
	8/26/2021	AT&T (Scada)	20-20-5401	Telephone	Ref # 254-897-1586	\$19.84
	8/26/2021	Charter Business	20-20-5401	Telephone	Invoice # 0042013081421	\$41.19
	8/26/2021	Enprotec/Hibbss/Todd	20-20-5700	Capital Improvements	Invoice # 2106241	\$1,500.00
	8/26/2021	Kinect Communications, LLC	20-20-5401	Telephone	Bill \$\$ 2541	\$188.54
	8/26/2021	Windstream	20-20-5401	Telephone	Account # 126635325	\$26.32
	8/31/2021	Atmos Energy	20-20-5405	Gas	Account # 3024900571	\$23.80
	8/31/2021	Enprotec/Hibbss/Todd	20-20-5738	Grand Lift Station (Edap)	Invoice # 5722-19	\$1,696.80
	8/31/2021	Enprotec/Hibbss/Todd	20-20-5700	Capital Improvements	Invoice # 5722-36	\$1,000.50
Total						\$5,383.29
Sanitation						
	8/13/2021	Republic Services # 794	20-45-5403	Trash Pickup	Invoice # 0794-014790168	\$31,053.34
Total						\$31,053.34

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	8/12/2021	Julie Whalen	20-2003	Meter Refunds Payable	Refunds	\$26.74
	8/23/2021	Rachel / NEIL Clark/LAWS	20-2003	Meter Refunds Payable	Refunds	\$58.67
	8/23/2021	Clara Heimer	20-2003	Meter Refunds Payable	Refunds	\$60.25
	8/23/2021	Brayden Lack	20-2003	Meter Refunds Payable	Refunds	\$64.07
	8/23/2021	Stephen Alford	20-2003	Meter Refunds Payable	Refunds	\$8.05
	8/23/2021	Mary Halter	20-2003	Meter Refunds Payable	Refunds	\$31.54
	8/23/2021	Eugene Brode	20-2003	Meter Refunds Payable	Refunds	\$11.54
	8/23/2021	Roffino Custom Homes	20-2003	Meter Refunds Payable	Refunds	\$80.00
	8/23/2021	Donna Vineyard	20-2003	Meter Refunds Payable	Refunds	\$91.07
	8/23/2021	Tim Cecil	20-2003	Meter Refunds Payable	Refunds	\$69.02
	8/23/2021	Bussey Morris	20-2003	Meter Refunds Payable	Refunds	\$8.05
	8/23/2021	Ralph Sieg	20-2003	Meter Refunds Payable	Refunds	\$39.31
	8/23/2021	Mary Domec	20-2003	Meter Refunds Payable	Refunds	\$19.16
	8/23/2021	Madison Smith	20-2003	Meter Refunds Payable	Refunds	\$101.54
	8/26/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/1/2021	\$25.92
	8/26/2021	Aflac	20-2025	Accident Ins W/H	AFLAC Accident Insurance Pre-Tax 8/15/2021	\$25.92
	8/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 8/1/2021	\$1,108.88
	8/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 8/1/2021	\$29.44

City of Glen Rose
Council Report
Check Date: 8/1/2021 to 8/31/2021

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Department	Check Date	Vendor Name	GL Account	Account Description	Description	Amount
20 - UTILITY FUND						
Non-Departmental						
	8/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	Health Ins-Employer 8/15/2021	\$1,108.88
	8/26/2021	Blue Cross Blue Shield	20-2024	Health Ins W/H	HEALTH INSURANCE 8/15/2021	\$29.44
	8/26/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 8/1/2021	\$18.68
	8/26/2021	Colonial Insurance	20-2025	Accident Ins W/H	COLONIAL ACCIDENT 8/15/2021	\$18.68
	8/27/2021	Realty Capital Holdings Llc	20-2003	Meter Refunds Payable	Refunds	\$32.14
Total						\$3,066.99
Non Departmental						
	8/31/2021	USIO Output Solutions	20-65-5110	Utility Billing Cards	Invoice # 0013319	\$522.91
	8/31/2021	USIO Output Solutions	20-65-5106	Postage	Invoice # 27949	\$183.15
Total						\$706.06

City of Glen Rose
Council Report
8/1/2021 to 8/31/2021

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Fund Totals

10	GENERAL FUND	\$32,443.65
20	UTILITY FUND	\$361,490.37
30	CVB HOTEL/MOTEL	\$312.12
	Grand Total:	\$394,246.14



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Consider approval or other action regarding a financial report for August 2021.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Discussion regarding August Financial Report; Bonded Indebtedness; Sales and Use Tax; Cash and Investment Report; General Ledger Cash Balance Report; and, Budget Report		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Attached are several financial reports for the Council's review and approval.			
RECOMMENDED ACTION:			
Approve as presented.			

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

Highlights

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

As of August 31, the City held about \$9.2 million in its various accounts which represents about a \$305,000 increase over last month.

General Ledger Cash Balance Report

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

The general ledger cash balance for the various funds through August 31st is about \$9.1 million, about a \$294,000 increase from a month ago, and an increase of \$578,000 over a year ago.

General Ledger Cash Balance Report - Court Fund

The amount in the Court Fund has increased by about \$930 from a month ago.

Cash and Investment Report

As noted above, there was about \$9.2 million in the City's accounts as of August 31st. There was an increase of \$305,000 since last month.

Budget Report - General Fund

For the month, revenues have exceeded expenditures by about \$125,000. For the year, revenues have exceeded expenditures by about \$286,000.

Budget Report - Utility Fund

For the month, revenues have exceeded expenditures by about \$121,000. For the year, revenues have exceeded expenditures by about \$431,000. The timing on some of the Grand Avenue Lift Station applications played a roll in this month's performance. Those payments will hit in September. As we work to close out FY 2020-21, some other project payments should hit the books in September.

Budget Report - CVB Fund

City Secretary Ritchie is making arrangements to transfer incoming funds on a monthly basis. The balance of funds in the CVB bank account will be transferred prior to the end of September. As of August 31st, there was \$56,592 in the CVB bank account.

Sales and Use Tax Report

The State has not posted its sales and use tax figures for September (tax on sales made in July) 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 \$168,800.51, a 25.7% increase over last year's payment. For the past 12 months, revenues have increased by 22.7% over the previous 12 month period.

**CITY OF GLEN ROSE
BONDED INDEBTEDNESS AS OF AUGUST 31, 2021**

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

	CO/2013 WWTP DESIGN		CO/2016 WWTP CONSTRUCTION		TOTAL ANNUAL PAYMENT
	PAYMENT	INT. RATE	PAYMENT	INT. RATE	
2020-2021			PAID		
2021-2022	\$ 35,987	2.82%	\$ 200,236	1.43%	\$ 236,223
2022-2023			\$ 238,520	1.60%	\$ 238,520
2023-2024			\$ 235,960	1.78%	\$ 235,960
2024-2025			\$ 238,112	1.93%	\$ 238,112
2025-2026			\$ 234,928	2.06%	\$ 234,928
2026-2027			\$ 236,529	2.39%	\$ 236,529
2027-2028			\$ 237,466	2.66%	\$ 237,466
2028-2029			\$ 237,811	2.76%	\$ 237,811
2029-2030			\$ 237,843	3.04%	\$ 237,843
2030-2031			\$ 237,219	3.22%	\$ 237,219
2031-2032			\$ 236,101	3.36%	\$ 236,101
2032-2033			\$ 234,549	3.22%	\$ 234,549
2033-2034			\$ 238,109	3.22%	\$ 238,109
2034-2035			\$ 236,347	3.21%	\$ 236,347
2035-2036			\$ 234,445	3.21%	\$ 234,445
2036-2037			\$ 237,383	3.21%	\$ 237,383
	\$ 35,987		\$ 3,751,553		\$ 3,787,540

NOTE: 1. Payments on interest only are due on February 15th each year and payments on principal and interest are due on August 15th each year for each of the two bond issuances.

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

CITY OF GLEN ROSE
SALES AND USE TAX REPORT

Report for August Council Packet

	2020	2021	% Change
January	84,303.71	109,714.93	23.16%
February	119,025.55	168,437.23	29.34%
March	91,503.74	109,932.23	16.76%
April	83,459.16	101,103.73	17.45%
May	108,165.93	171,528.37	36.94%
June	100,858.20	136,631.88	26.18%
July	114,263.74	129,574.66	11.82%
August	125,484.48	168,800.51	25.66%
	2019	2020	
September	95,161.08	122,785.60	22.50%
October	91,749.70	110,856.26	17.24%
November	104,688.03	130,155.64	19.57%
December	112,590.53	134,172.50	16.09%
TOTAL	1,231,253.85	1,593,693.54	22.74%

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

CASH AND INVESTMENT REPORT FOR THE CITY OF GLEN ROSE		
August 2021		
TEXPOOL		\$3,653,653.31
BANK		\$3,013,370.19
TEXSTAR		\$2,530,635.90
TOTAL		\$9,197,659.40

TEXPOOL		
UTILITY SYSTEM REVENUE BOND RESERVE	0.02%	\$246,104.98
WATER AND SEWER FUND	0.02%	\$1,791,905.96
GENERAL FUND RESERVE	0.02%	\$1,615,642.37
TOTAL TEXPOOL INVESTMENTS		\$3,653,653.31

TexSTAR		
GENERAL	0.01%	\$2,530,635.90

FFB BANK ACCOUNTS		
OAKDALE ELECTRICITY DEPOSIT CD	0.00%	\$20,022.45
HOTEL OCCUPANCY	0.02%	\$56,591.78
TXCDBG	0.00%	\$252.38
TWDB 2016 CONSTRUCTION PROJECT	0.02%	\$12,552.69
COURT TECHNOLOGY FUND	0.02%	\$6,474.69
COURT SECURITY	0.02%	\$6,618.91
MUNICIPAL JURY FUND	0.02%	\$85.31
TRUANCY AND PREVENTION FUND	0.02%	\$4,455.10
CUSTOMER DEPOSIT ACCOUNT	0.02%	\$174,907.49
POOL CASH	0.02%	\$2,751,431.84
TOTAL BANK BALANCES		\$3,013,370.19

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

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

FUND	CURRENT BALANCE	MONTH AGO BALANCE	YEAR AGO BALANCE
1 GENERAL	\$6,277,097.05	\$6,131,533.60	\$6,576,295.37
2 UTILITY	\$2,794,880.30	\$2,672,456.08	\$1,856,399.04
3 CVB	\$55,593.06	\$30,808.14	\$74,041.39
4 PARKS	\$0.00	\$0.00	\$56,580.72
5 COURT*	\$18,132.80	\$17,197.50	\$3,954.26
TOTAL	\$9,145,703.21	\$8,851,995.32	\$8,567,270.78

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

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10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Property & Sales Tax	196,859.33	228,230.96	(31,371.63)	2,402,094.13	2,468,700.00	97.30%	66,605.87
Interest Income	2,672.40	(4,958.33)	7,630.73	16,356.04	13,000.00	125.82%	(3,356.04)
Other Revenue Sources	4,781.52	72,273.82	(67,492.30)	606,939.37	638,000.00	95.13%	31,060.63
Fines, Fees & Forfeitures	8,170.48	4,881.67	3,288.81	77,030.05	80,430.00	95.77%	3,399.95
Grants & Donations	0.00	110,425.41	(110,425.41)	154,603.39	1,219,097.00	12.68%	1,064,493.61
Business & Franchise	2,000.00	1,700.00	300.00	21,100.00	20,400.00	103.43%	(700.00)
Transfers In	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Lease & Rent Income	0.00	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Revenue Totals	<u>214,483.73</u>	<u>493,485.07</u>	<u>(279,001.34)</u>	<u>3,278,122.98</u>	<u>6,425,127.00</u>	<u>51.02%</u>	<u>3,147,004.02</u>
Expense Summary							
Not Categorized	19,013.19	178,816.85	(159,803.66)	706,786.67	2,025,625.00	34.89%	1,318,838.33
Personnel & Payroll	65,961.18	71,782.78	(5,821.60)	883,904.60	1,026,836.00	86.08%	142,931.40
Repairs & Maintenance	437.86	64,775.00	(64,337.14)	590,574.79	777,300.00	75.98%	186,725.21
Capital	258.16	95,981.01	(95,722.85)	4,806.29	1,151,772.00	0.42%	1,146,965.71
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	3,267.69	(2,448.38)	5,716.07	37,763.43	114,176.00	33.07%	76,412.57
Office & Supplies	15.93	(5,153.40)	5,169.33	17,761.06	23,592.00	75.28%	5,830.94
Other Expenses	0.00	94,991.48	(94,991.48)	2,986.96	496,252.00	0.60%	493,265.04
Dues & Subscriptions	311.63	275.00	36.63	1,269.63	3,300.00	38.47%	2,030.37
Community Programs & Donations	0.00	1,708.33	(1,708.33)	20,500.00	20,500.00	100.00%	0.00
Transfers Out	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
Debt Service	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
Grant Expense	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Expense Totals	<u>89,265.64</u>	<u>493,485.07</u>	<u>(404,219.43)</u>	<u>2,992,126.71</u>	<u>6,425,127.00</u>	<u>46.57%</u>	<u>3,433,000.29</u>

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10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Property & Sales Tax							
10-4000 Sales Tax	168,800.51	141,666.67	27,133.84	1,470,907.94	1,500,000.00	98.06%	29,092.06
10-4001 Mixed Drinks Tax	1,570.36	5,047.62	(3,477.26)	23,659.73	26,000.00	91.00%	2,340.27
10-4002 Gross Receipts Tax	16,768.02	16,666.67	101.35	187,117.11	200,000.00	93.56%	12,882.89
10-4005 Property Taxes	6,743.03	60,475.00	(53,731.97)	700,009.10	725,700.00	96.46%	25,690.90
10-4010 Property Taxes (Delinquent)	2,977.41	4,375.00	(1,397.59)	20,400.25	17,000.00	120.00%	(3,400.25)
Property & Sales Tax Totals	196,859.33	228,230.96	(31,371.63)	2,402,094.13	2,468,700.00	97.30%	66,605.87
Interest Income							
10-4006 Penalites & Interest	2,529.28	1,875.00	654.28	13,637.84	10,000.00	136.38%	(3,637.84)
10-4500 Interest Income	143.12	(6,833.33)	6,976.45	2,718.20	3,000.00	90.61%	281.80
Interest Income Totals	2,672.40	(4,958.33)	7,630.73	16,356.04	13,000.00	125.82%	(3,356.04)
Other Revenue Sources							
10-4200 Permits	4,775.52	17,023.82	(12,248.30)	95,423.29	90,000.00	106.03%	(5,423.29)
10-4700 Miscellaneous Income	6.00	12,750.00	(12,744.00)	38,516.08	38,000.00	101.36%	(516.08)
10-4703 Vrc Loan Repayment	0.00	833.33	(833.33)	7,500.00	10,000.00	75.00%	2,500.00
10-4706 Cdbg Grant	0.00	41,666.67	(41,666.67)	465,500.00	500,000.00	93.10%	34,500.00
Other Revenue Sources Totals	4,781.52	72,273.82	(67,492.30)	606,939.37	638,000.00	95.13%	31,060.63
Fines, Fees & Forfeitures							
10-4300 Pound Fees	55.00	41.67	13.33	300.00	500.00	60.00%	200.00
10-4301 Municipal Court Fine Revenue	5,719.00	6,785.72	(1,066.72)	47,100.34	50,000.00	94.20%	2,899.66
10-4302 Municipal Arrest Fees	0.00	(500.00)	500.00	0.00	0.00	0.00%	0.00
10-4303 Deferred Adjudication	650.00	5,642.85	(4,992.85)	11,113.59	12,000.00	92.61%	886.41
10-4304 Court Dismissal Fees	0.00	(20.83)	20.83	0.00	0.00	0.00%	0.00
10-4305 Time Payment Reimbursement	0.00	41.67	(41.67)	366.00	500.00	73.20%	134.00
10-4306 Judicial Support Fee	0.00	(625.00)	625.00	0.00	0.00	0.00%	0.00

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10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
10-4308 Local Truancy Prevention and	0.00	(541.67)	541.67	0.00	0.00	0.00%	0.00
10-4310 Municipal Arrest Fee	0.00	(41.67)	41.67	0.00	0.00	0.00%	0.00
10-4311 Municipal Jury Funds	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-4312 Municipal Court Technology Fund	0.00	(666.67)	666.67	0.00	0.00	0.00%	0.00
10-4313 Child Safety -Muni Court	0.00	0.00	0.00	55.00	0.00	0.00%	(55.00)
10-4314 Municipal Court Building Security	0.00	(625.00)	625.00	0.00	0.00	0.00%	0.00
10-4316 Court Costs	898.49	(2,083.33)	2,981.82	9,719.18	10,000.00	97.19%	280.82
10-4318 Warrant Fee-Muni Court	162.99	416.67	(253.68)	1,162.99	1,000.00	116.30%	(162.99)
10-4320 Court Col Fee	0.00	(83.33)	83.33	0.00	0.00	0.00%	0.00
10-4322 Indigent Fee	0.00	(229.17)	229.17	0.00	0.00	0.00%	0.00
10-4324 Moving Violation Fee	0.00	(20.83)	20.83	0.00	0.00	0.00%	0.00
10-4326 Local Traffic Fee - Muni Court	0.00	(291.67)	291.67	0.00	0.00	0.00%	0.00
10-4328 State Traffic Fees	0.00	(595.24)	595.24	0.00	0.00	0.00%	0.00
10-4329 Jury Reimbursement	0.00	(458.33)	458.33	0.00	0.00	0.00%	0.00
10-4331 Clear The Shelter	10.00	133.33	(123.33)	1,412.95	1,600.00	88.31%	187.05
10-4332 County Res Impound Fee	355.00	383.33	(28.33)	2,290.00	1,600.00	143.13%	(690.00)
10-4345 Quarantine Fee	0.00	174.17	(174.17)	640.00	640.00	100.00%	0.00
10-4346 Boarding Fee	20.00	(50.83)	70.83	85.00	65.00	130.77%	(20.00)
10-4347 Adopting Fee	300.00	525.00	(225.00)	2,560.00	2,300.00	111.30%	(260.00)
10-4348 Euthanasia Fee	0.00	70.83	(70.83)	225.00	225.00	100.00%	0.00
10-4349 Credit Card Fees	0.00	(2,500.00)	2,500.00	0.00	0.00	0.00%	0.00
Fines, Fees & Forfeitures Totals	8,170.48	4,881.67	3,288.81	77,030.05	80,430.00	95.77%	3,399.95
Grants & Donations							
10-4330 Donations	0.00	(250.00)	250.00	0.00	0.00	0.00%	0.00

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10 - GENERAL FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Grants & Donations							
10-4707 Safe Routes Grant & Cost Shar	0.00	88,291.17	(88,291.17)	0.00	1,059,494.00	0.00%	1,059,494.00
10-4709 Nrhp Grant	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
10-4715 COVID-19 Relief	0.00	21,967.57	(21,967.57)	154,603.39	154,603.00	100.00%	(0.39)
Grants & Donations Totals	0.00	110,425.41	(110,425.41)	154,603.39	1,219,097.00	12.68%	1,064,493.61
Business & Franchise							
10-4704 Glen Rose Wrecker	500.00	500.00	0.00	5,500.00	6,000.00	91.67%	500.00
10-4705 Nextlink	1,500.00	1,200.00	300.00	15,600.00	14,400.00	108.33%	(1,200.00)
Business & Franchise Totals	2,000.00	1,700.00	300.00	21,100.00	20,400.00	103.43%	(700.00)
Transfers In							
10-4710 Transfer in Reserves	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Transfers In Totals	0.00	165,458.33	(165,458.33)	0.00	1,985,500.00	0.00%	1,985,500.00
Lease & Rent Income							
10-4711 Sale Of Oakdale Park	0.00	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Lease & Rent Income Totals	0.00	(84,526.79)	84,526.79	0.00	0.00	0.00%	0.00
Revenue Totals	214,483.73	493,485.07	(279,001.34)	3,278,122.98	6,425,127.00	51.02%	3,147,004.02

City of Glen Rose
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10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	288.40	3,934.74	(3,646.34)	12,812.10	46,717.00	27.42%	33,904.90
Dues & Subscriptions	311.63	208.33	103.30	984.63	2,500.00	39.39%	1,515.37
Office & Supplies	15.93	(5,857.57)	5,873.50	14,496.15	15,142.00	95.73%	645.85
Personnel & Payroll	29,607.63	32,490.75	(2,883.12)	354,515.03	389,889.00	90.93%	35,373.97
Repairs & Maintenance	47.78	250.00	(202.22)	98.91	3,000.00	3.30%	2,901.09
Capital	250.16	166.67	83.49	537.89	2,000.00	26.89%	1,462.11
Fines, Fees & Taxes	73.69	1,250.00	(1,176.31)	2,562.17	15,000.00	17.08%	12,437.83
Administration Totals	<u>30,595.22</u>	<u>32,442.92</u>	<u>(1,847.70)</u>	<u>386,006.88</u>	<u>474,248.00</u>	<u>81.39%</u>	<u>88,241.12</u>

10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fines, Fees & Taxes	0.00	(10,144.21)	10,144.21	16,075.98	21,826.00	73.66%	5,750.02
Debt Service	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
Not Categorized	5,384.43	138,394.67	(133,010.24)	528,013.71	1,635,950.00	32.28%	1,107,936.29
Community Programs & Donations	0.00	1,708.33	(1,708.33)	20,500.00	20,500.00	100.00%	0.00
Other Expenses	0.00	94,958.15	(94,958.15)	2,840.96	495,852.00	0.57%	493,011.04
Personnel & Payroll	0.00	3,000.00	(3,000.00)	17,815.67	36,000.00	49.49%	18,184.33
Office & Supplies	0.00	208.33	(208.33)	254.00	2,500.00	10.16%	2,246.00
Transfers Out	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
Non Departmental Totals	<u>5,384.43</u>	<u>215,881.67</u>	<u>(210,497.24)</u>	<u>1,311,273.60</u>	<u>2,938,402.00</u>	<u>44.63%</u>	<u>1,627,128.40</u>

10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Capital	0.00	83.33	(83.33)	236.63	1,000.00	23.66%	763.37
Fines, Fees & Taxes	0.00	3,845.83	(3,845.83)	469.46	46,150.00	1.02%	45,680.54

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Dues & Subscriptions	0.00	41.67	(41.67)	285.00	500.00	57.00%	215.00
Repairs & Maintenance	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
Personnel & Payroll	3,825.81	1,142.08	2,683.73	40,411.43	49,080.00	82.34%	8,668.57
Not Categorized	500.00	2,000.01	(1,500.01)	14,792.98	24,000.00	61.64%	9,207.02
Municipal Court Totals	<u>4,325.81</u>	<u>7,362.92</u>	<u>(3,037.11)</u>	<u>56,195.50</u>	<u>123,730.00</u>	<u>45.42%</u>	<u>67,534.50</u>

10 - GENERAL FUND Legislative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	6,308.01	9,333.61	(3,025.60)	36,614.39	86,289.00	42.43%	49,674.61
Legislative Totals	<u>6,308.01</u>	<u>9,333.61</u>	<u>(3,025.60)</u>	<u>36,614.39</u>	<u>86,289.00</u>	<u>42.43%</u>	<u>49,674.61</u>

10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	15,784.78	22,693.99	(6,909.21)	220,249.63	250,148.00	88.05%	29,898.37
Not Categorized	831.72	12,067.38	(11,235.66)	64,917.87	123,380.00	52.62%	58,462.13
Repairs & Maintenance	175.39	63,058.32	(62,882.93)	587,321.43	756,700.00	77.62%	169,378.57
Capital	0.00	95,389.34	(95,389.34)	2,130.99	1,144,672.00	0.19%	1,142,541.01
Legal & Professional Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
Fines, Fees & Taxes	3,194.00	2,500.00	694.00	18,344.00	30,000.00	61.15%	11,656.00
Streets & Parks Totals	<u>19,985.89</u>	<u>199,875.70</u>	<u>(179,889.81)</u>	<u>892,963.92</u>	<u>2,354,900.00</u>	<u>37.92%</u>	<u>1,461,936.08</u>

10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	2,772.00	8,193.14	(5,421.14)	25,595.91	56,589.00	45.23%	30,993.09
Personnel & Payroll	4,424.53	(2,963.07)	7,387.60	73,964.20	103,902.00	71.19%	29,937.80
Other Expenses	0.00	33.33	(33.33)	146.00	400.00	36.50%	254.00
Repairs & Maintenance	0.00	104.17	(104.17)	27.25	1,250.00	2.18%	1,222.75

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Capital	8.00	166.67	(158.67)	1,306.52	2,000.00	65.33%	693.48
Office & Supplies	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05
Code Enforcement Totals	<u>7,204.53</u>	<u>5,784.24</u>	<u>1,420.29</u>	<u>102,983.83</u>	<u>167,141.00</u>	<u>61.61%</u>	<u>64,157.17</u>

10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	7,564.79	8,420.91	(856.12)	91,913.03	101,051.00	90.96%	9,137.97
Not Categorized	2,000.98	1,729.58	271.40	8,454.49	15,450.00	54.72%	6,995.51
Office & Supplies	0.00	166.67	(166.67)	716.96	2,000.00	35.85%	1,283.04
Fines, Fees & Taxes	0.00	33.33	(33.33)	15.50	400.00	3.88%	384.50
Repairs & Maintenance	134.29	362.50	(228.21)	1,618.83	4,350.00	37.21%	2,731.17
Capital	0.00	125.00	(125.00)	300.00	1,500.00	20.00%	1,200.00
Law Enforcement Totals	<u>9,700.06</u>	<u>10,837.99</u>	<u>(1,137.93)</u>	<u>103,018.81</u>	<u>124,751.00</u>	<u>82.58%</u>	<u>21,732.19</u>

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

10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	927.65	2,592.88	(1,665.23)	15,585.22	30,400.00	51.27%	14,814.78
Capital	0.00	50.00	(50.00)	294.26	600.00	49.04%	305.74
Office & Supplies	0.00	79.17	(79.17)	350.00	950.00	36.84%	600.00

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Repairs & Maintenance	80.40	375.01	(294.61)	1,508.37	4,500.00	33.52%	2,991.63
Fines, Fees & Taxes	0.00	66.67	(66.67)	296.32	800.00	37.04%	503.68
Personnel & Payroll	4,753.64	6,998.12	(2,244.48)	85,035.61	96,766.00	87.88%	11,730.39
Animal Control Totals	<u>5,761.69</u>	<u>10,161.85</u>	<u>(4,400.16)</u>	<u>103,069.78</u>	<u>134,016.00</u>	<u>76.91%</u>	<u>30,946.22</u>
Expense Totals	<u>89,265.64</u>	<u>493,485.07</u>	<u>(404,219.43)</u>	<u>2,992,126.71</u>	<u>6,425,127.00</u>	<u>46.57%</u>	<u>3,433,000.29</u>

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10 - GENERAL FUND Legislative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-05-5055 Mayor & Council Pay	0.00	1,000.00	(1,000.00)	6,660.00	12,000.00	55.50%	5,340.00
10-05-5145 Exp Mayor & Council	134.43	916.67	(782.24)	3,341.65	3,500.00	95.48%	158.35
10-05-5201 Attorney	4,893.58	1,666.67	3,226.91	12,893.58	20,000.00	64.47%	7,106.42
10-05-5240 Election Expense	0.00	4,851.19	(4,851.19)	11,799.16	40,000.00	29.50%	28,200.84
10-05-5401 Telephone	0.00	65.75	(65.75)	0.00	789.00	0.00%	789.00
10-05-5502 Mayor & Council Travel	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-05-5503 Mayor & Council Training	1,280.00	208.33	1,071.67	1,920.00	2,500.00	76.80%	580.00
Legislative Totals	<u>6,308.01</u>	<u>9,333.61</u>	<u>(3,025.60)</u>	<u>36,614.39</u>	<u>86,289.00</u>	<u>42.43%</u>	<u>49,674.61</u>

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10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5000 Wages Streets & Parks	10,174.88	12,634.83	(2,459.95)	141,975.59	151,618.00	93.64%	9,642.41
10-40-5001 Overtime Streets & Parks	133.86	2,083.33	(1,949.47)	5,965.18	7,500.00	79.54%	1,534.82
10-40-5003 Payroll Taxes Streets/Pks	764.70	992.08	(227.38)	10,267.72	11,905.00	86.25%	1,637.28
10-40-5004 Retirement	1,506.11	1,929.67	(423.56)	21,654.05	23,156.00	93.51%	1,501.95
10-40-5005 Health Insurance	2,654.95	3,033.33	(378.38)	30,414.63	36,400.00	83.56%	5,985.37
10-40-5006 Life & Add Insurance	50.23	84.42	(34.19)	697.32	1,013.00	68.84%	315.68
10-40-5007 Workers Comp Insurance	0.00	1,193.58	(1,193.58)	7,990.38	14,323.00	55.79%	6,332.62
10-40-5008 Twc	500.05	540.00	(39.95)	1,284.76	1,800.00	71.38%	515.24
10-40-5010 Longevity	0.00	202.75	(202.75)	0.00	2,433.00	0.00%	2,433.00
10-40-5100 Supplies	181.83	266.67	(84.84)	2,231.12	3,200.00	69.72%	968.88
10-40-5107 Janitorial Supplies	0.00	400.00	(400.00)	2,276.53	2,300.00	98.98%	23.47
10-40-5108 Uniforms	0.00	201.67	(201.67)	321.96	2,420.00	13.30%	2,098.04
10-40-5120 Tools	0.00	208.33	(208.33)	973.48	2,500.00	38.94%	1,526.52
10-40-5122 Crack Sealant	0.00	1,100.83	(1,100.83)	0.00	13,210.00	0.00%	13,210.00
10-40-5156 Asphalt	0.00	666.67	(666.67)	4,069.59	8,000.00	50.87%	3,930.41
10-40-5175 Herbicides & Insecticides	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-40-5203 Contract Labor	0.00	625.00	(625.00)	4,431.12	7,500.00	59.08%	3,068.88
10-40-5400 Utilities	0.00	0.00	0.00	1,499.53	0.00	0.00%	(1,499.53)
10-40-5401 Telephone	159.97	291.67	(131.70)	1,228.95	3,500.00	35.11%	2,271.05
10-40-5403 Electric	0.00	791.67	(791.67)	5,565.32	9,500.00	58.58%	3,934.68
10-40-5404 Water	52.35	1,500.00	(1,447.65)	3,547.22	5,500.00	64.49%	1,952.78
10-40-5405 Gas	48.28	208.33	(160.05)	781.35	2,500.00	31.25%	1,718.65
10-40-5421 Street Lighting	89.29	2,750.00	(2,660.71)	21,515.90	33,000.00	65.20%	11,484.10
10-40-5500 Training	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-40-5600 Vehicle Repair	0.00	500.00	(500.00)	1,784.06	6,000.00	29.73%	4,215.94
10-40-5602 Repair & Maint - Equip	0.00	1,369.05	(1,369.05)	8,895.29	10,000.00	88.95%	1,104.71

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10 - GENERAL FUND Streets & Parks	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-40-5604 Repair & Maint - Struct	300.00	833.33	(533.33)	5,796.45	10,000.00	57.96%	4,203.55
10-40-5608 Gas/Oil/Lube	171.20	625.00	(453.80)	3,539.73	7,500.00	47.20%	3,960.27
10-40-5621 Rock/Gravel/Stone	0.00	58.33	(58.33)	693.72	700.00	99.10%	6.28
10-40-5626 Sidewalk	0.00	833.33	(833.33)	3,790.90	10,000.00	37.91%	6,209.10
10-40-5636 Street Paint	0.00	125.00	(125.00)	428.00	1,500.00	28.53%	1,072.00
10-40-5655 Concrete	4.19	125.00	(120.81)	894.83	1,500.00	59.66%	605.17
10-40-5656 Drainage Pipe	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-40-5720 Park Development	0.00	625.00	(625.00)	1,773.64	7,500.00	23.65%	5,726.36
10-40-5721 Road Base	0.00	125.00	(125.00)	257.35	1,500.00	17.16%	1,242.65
10-40-5736 Engineering For Next Project	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
10-40-5737 Cdbg Grant & Match	0.00	48,203.25	(48,203.25)	549,922.98	578,439.00	95.07%	28,516.02
10-40-5738 Safe Routes School	0.00	94,597.67	(94,597.67)	0.00	1,135,172.00	0.00%	1,135,172.00
10-40-5740 Paving	0.00	12,630.08	(12,630.08)	26,500.00	151,561.00	17.48%	125,061.00
10-40-5801 Miscellaneous Exp	0.00	41.67	(41.67)	100.00	500.00	20.00%	400.00
10-40-5804 Service Fees	3,194.00	2,500.00	694.00	18,344.00	30,000.00	61.15%	11,656.00
10-40-5859 Street Signs	0.00	333.33	(333.33)	1,551.27	4,000.00	38.78%	2,448.73
Streets & Parks Totals	19,985.89	199,875.70	(179,889.81)	892,963.92	2,354,900.00	37.92%	1,461,936.08

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10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5000 Wages Code Enforcement	2,724.25	(3,176.11)	5,900.36	48,991.59	68,106.00	71.93%	19,114.41
10-50-5001 Overtime Code Enforcement	188.81	1,214.29	(1,025.48)	5,304.12	6,000.00	88.40%	695.88
10-50-5003 Payroll Taxes Code Enf	220.31	(134.15)	354.46	4,126.97	5,701.00	72.39%	1,574.03
10-50-5004 Retirement	425.60	(228.28)	653.88	6,697.24	10,575.00	63.33%	3,877.76
10-50-5005 Health Insurance	700.00	(600.00)	1,300.00	7,700.02	9,800.00	78.57%	2,099.98
10-50-5006 Life & Add Insurance	16.86	(58.33)	75.19	185.46	300.00	61.82%	114.54
10-50-5007 Workers Comp Insurance	0.00	83.33	(83.33)	611.82	1,000.00	61.18%	388.18
10-50-5008 Twc	148.70	(250.00)	398.70	346.98	2,000.00	17.35%	1,653.02
10-50-5009 Other Insurance Tmlirp	0.00	210.00	(210.00)	0.00	420.00	0.00%	420.00
10-50-5010 Longevity	0.00	(23.82)	23.82	0.00	0.00	0.00%	0.00
10-50-5106 Postage	0.00	175.00	(175.00)	1,000.00	2,100.00	47.62%	1,100.00
10-50-5108 Uniforms	0.00	291.67	(291.67)	0.00	1,000.00	0.00%	1,000.00
10-50-5120 Instrument & Tools	0.00	41.67	(41.67)	156.06	500.00	31.21%	343.94
10-50-5202 Engineering	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-50-5203 Contract Labor	2,625.00	5,352.39	(2,727.39)	21,675.00	25,000.00	86.70%	3,325.00
10-50-5210 Legal Notices & Advertising	0.00	166.67	(166.67)	1,059.00	2,000.00	52.95%	941.00
10-50-5215 Code Replacement	0.00	83.33	(83.33)	289.80	1,000.00	28.98%	710.20
10-50-5219 Abatements	0.00	833.33	(833.33)	400.00	10,000.00	4.00%	9,600.00
10-50-5224 It Support	52.50	16.67	35.83	157.50	200.00	78.75%	42.50
10-50-5247 Mapping	0.00	250.00	(250.00)	4.40	3,000.00	0.15%	2,995.60
10-50-5401 Telephone	94.50	65.75	28.75	618.71	789.00	78.42%	170.29
10-50-5500 Training	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-50-5501 Travel	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
10-50-5600 Vehicle Repair	0.00	166.67	(166.67)	235.44	2,000.00	11.77%	1,764.56
10-50-5608 Gas/Oil/Lube	0.00	62.50	(62.50)	27.25	750.00	3.63%	722.75
10-50-5801 Miscellaneous Exp	8.00	166.67	(158.67)	1,306.52	2,000.00	65.33%	693.48

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10 - GENERAL FUND Code Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-50-5803 Software	0.00	250.00	(250.00)	1,943.95	3,000.00	64.80%	1,056.05
10-50-5837 License Renewal	0.00	33.33	(33.33)	146.00	400.00	36.50%	254.00
10-50-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Code Enforcement Totals	7,204.53	5,784.24	1,420.29	102,983.83	167,141.00	61.61%	64,157.17

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10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5000 Wages Animal Control	3,212.80	6,264.50	(3,051.70)	57,600.64	61,019.00	94.40%	3,418.36
10-55-5001 Overtime Animal Control	0.00	(250.00)	250.00	822.90	2,000.00	41.15%	1,177.10
10-55-5002 Part Time Help	0.00	(2,500.00)	2,500.00	0.00	0.00	0.00%	0.00
10-55-5003 Payroll Taxes Animal Cont	245.78	420.00	(174.22)	4,449.17	5,040.00	88.28%	590.83
10-55-5004 Retirement	469.40	758.17	(288.77)	7,672.54	9,098.00	84.33%	1,425.46
10-55-5005 Health Insurance	700.00	875.00	(175.00)	9,800.02	10,500.00	93.33%	699.98
10-55-5006 Life & Add Insurance	14.22	35.83	(21.61)	219.18	430.00	50.97%	210.82
10-55-5007 Workers Comp Insurance	0.00	427.96	(427.96)	4,078.35	4,079.00	99.98%	0.65
10-55-5008 Twc	111.44	183.33	(71.89)	392.81	2,200.00	17.86%	1,807.19
10-55-5009 Other Insurance Tmlirp	0.00	700.00	(700.00)	0.00	1,400.00	0.00%	1,400.00
10-55-5010 Longevity	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-55-5100 Supplies	120.80	125.00	(4.20)	873.56	1,500.00	58.24%	626.44
10-55-5108 Uniforms	0.00	100.00	(100.00)	574.98	1,200.00	47.92%	625.02
10-55-5109 Office Supplies	0.00	66.67	(66.67)	414.62	800.00	51.83%	385.38
10-55-5165 Euth. & Medication	0.00	166.67	(166.67)	931.46	2,000.00	46.57%	1,068.54
10-55-5203 Contract Labor	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
10-55-5224 It Support	0.00	41.67	(41.67)	52.50	500.00	10.50%	447.50
10-55-5236 Employee Rabies Shots	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-55-5237 Adoption Reimbursement	125.00	133.33	(8.33)	1,245.00	1,600.00	77.81%	355.00
10-55-5401 Telephone	94.50	166.67	(72.17)	851.91	2,000.00	42.60%	1,148.09
10-55-5402 Internet	110.83	116.67	(5.84)	1,219.17	1,400.00	87.08%	180.83
10-55-5403 Electric	0.00	466.67	(466.67)	3,676.52	5,600.00	65.65%	1,923.48
10-55-5500 Training	0.00	75.00	(75.00)	300.00	900.00	33.33%	600.00
10-55-5501 Travel	111.52	75.00	36.52	439.28	900.00	48.81%	460.72
10-55-5600 Vehicle Repair	0.00	309.53	(309.53)	1,970.00	3,000.00	65.67%	1,030.00
10-55-5602 Repair & Maint - Equip	0.00	166.67	(166.67)	237.48	2,000.00	11.87%	1,762.52

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10 - GENERAL FUND Animal Control	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-55-5603 Equipment	0.00	83.33	(83.33)	447.43	1,000.00	44.74%	552.57
10-55-5604 Repair & Maint - Struct	365.00	333.33	31.67	2,351.31	4,000.00	58.78%	1,648.69
10-55-5608 Gas/Oil/Lube	80.40	291.67	(211.27)	1,508.37	3,500.00	43.10%	1,991.63
10-55-5700 Capital Improvements	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5801 Miscellaneous Exp	0.00	50.00	(50.00)	294.26	600.00	49.04%	305.74
10-55-5803 Software	0.00	37.50	(37.50)	350.00	450.00	77.78%	100.00
10-55-5804 Service Fees	0.00	25.00	(25.00)	225.00	300.00	75.00%	75.00
10-55-5839 Rabies Test Fees	0.00	41.67	(41.67)	71.32	500.00	14.26%	428.68
10-55-5860 Hardware Replacement	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-55-5870 Office Equip/Furn	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
Animal Control Totals	<u>5,761.69</u>	<u>10,161.85</u>	<u>(4,400.16)</u>	<u>103,069.78</u>	<u>134,016.00</u>	<u>76.91%</u>	<u>30,946.22</u>

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10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5000 Wages Administration	21,562.40	23,359.33	(1,796.93)	259,375.49	280,312.00	92.53%	20,936.51
10-60-5003 Payroll Taxes Admin	1,560.48	1,787.00	(226.52)	19,502.76	21,444.00	90.95%	1,941.24
10-60-5004 Retirement	3,150.24	3,475.83	(325.59)	39,430.36	41,710.00	94.53%	2,279.64
10-60-5005 Health Insurance	2,800.00	2,800.00	0.00	33,074.94	33,600.00	98.44%	525.06
10-60-5006 Life & Add Insurance	102.51	101.92	0.59	1,174.97	1,223.00	96.07%	48.03
10-60-5007 Workers Comp Insurance	0.00	91.67	(91.67)	948.51	1,100.00	86.23%	151.49
10-60-5008 Twc	432.00	666.67	(234.67)	1,008.00	8,000.00	12.60%	6,992.00
10-60-5010 Longevity	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
10-60-5108 Uniforms	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-60-5109 Office Supplies	0.00	166.67	(166.67)	347.03	2,000.00	17.35%	1,652.97
10-60-5203 Contract Labor	0.00	83.33	(83.33)	140.00	1,000.00	14.00%	860.00
10-60-5210 Legal Notices & Advertising	38.00	250.00	(212.00)	1,874.00	3,000.00	62.47%	1,126.00
10-60-5218 Legal Updates	0.00	625.00	(625.00)	4,508.00	7,500.00	60.11%	2,992.00
10-60-5224 It Support	52.50	83.33	(30.83)	462.50	1,000.00	46.25%	537.50
10-60-5401 Telephone	197.90	197.25	0.65	1,073.96	2,367.00	45.37%	1,293.04
10-60-5406 Oakdale Electric	0.00	0.00	0.00	(0.98)	0.00	0.00%	0.98
10-60-5500 Training	0.00	541.67	(541.67)	1,300.66	6,500.00	20.01%	5,199.34
10-60-5501 Travel	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
10-60-5600 Vehicle Repair	0.00	333.33	(333.33)	368.18	4,000.00	9.20%	3,631.82
10-60-5602 Repair & Maint - Equip	0.00	133.33	(133.33)	1,051.97	1,100.00	95.63%	48.03
10-60-5604 Repair & Maint - Struct	0.00	833.33	(833.33)	1,686.78	10,000.00	16.87%	8,313.22
10-60-5608 Gas/Oil/Lube	47.78	83.33	(35.55)	98.91	1,000.00	9.89%	901.09
10-60-5800 Dues	311.63	208.33	103.30	984.63	2,500.00	39.39%	1,515.37
10-60-5801 Miscellaneous Exp	250.16	166.67	83.49	537.89	2,000.00	26.89%	1,462.11
10-60-5803 Software	15.93	1,371.43	(1,355.50)	13,955.06	14,600.00	95.58%	644.94
10-60-5804 Service Fees	73.69	1,250.00	(1,176.31)	2,562.17	15,000.00	17.08%	12,437.83

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10 - GENERAL FUND Administration	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-60-5860 Hardware Replacement	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-60-5870 Event Coordination	0.00	(7,229.00)	7,229.00	541.09	542.00	99.83%	0.91
Administration Totals	30,595.22	32,442.92	(1,847.70)	386,006.88	474,248.00	81.39%	88,241.12

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10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5009 Other Insurance Tmlirp	0.00	3,000.00	(3,000.00)	17,815.67	36,000.00	49.49%	18,184.33
10-65-5012 Transfer to Utility Fund	0.00	125,000.00	(125,000.00)	433,706.54	1,500,000.00	28.91%	1,066,293.46
10-65-5041 Employee Appreciation	0.00	291.67	(291.67)	1,449.29	3,500.00	41.41%	2,050.71
10-65-5100 Supplies	0.00	154.17	(154.17)	259.50	1,850.00	14.03%	1,590.50
10-65-5101 Bank Service Charges	188.90	314.29	(125.39)	1,969.65	2,200.00	89.53%	230.35
10-65-5106 Postage	31.80	454.17	(422.37)	481.31	5,450.00	8.83%	4,968.69
10-65-5107 Janitorial Supplies	24.19	125.00	(100.81)	699.81	1,500.00	46.65%	800.19
10-65-5109 Office Supplies	31.49	416.67	(385.18)	4,644.66	5,000.00	92.89%	355.34
10-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
10-65-5202 Engineering	1,420.00	1,250.00	170.00	5,985.00	15,000.00	39.90%	9,015.00
10-65-5217 Postage, Copier Lease	367.74	833.33	(465.59)	8,151.87	10,000.00	81.52%	1,848.13
10-65-5223 Accounting Software &	0.00	958.33	(958.33)	10,990.99	11,500.00	95.57%	509.01
10-65-5224 It Support	0.00	416.67	(416.67)	1,948.29	2,500.00	77.93%	551.71
10-65-5225 Janitorial Services	600.00	600.00	0.00	5,100.00	7,200.00	70.83%	2,100.00
10-65-5226 Cpa	512.50	500.00	12.50	4,412.50	6,000.00	73.54%	1,587.50
10-65-5227 Background Test	0.00	4.17	(4.17)	15.46	50.00	30.92%	34.54
10-65-5228 Website/Email Management	0.00	416.67	(416.67)	303.00	5,000.00	6.06%	4,697.00
10-65-5235 Drug Testing	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-65-5401 Telephone	965.08	1,125.00	(159.92)	10,761.21	13,500.00	79.71%	2,738.79
10-65-5402 Internet	522.34	600.00	(77.66)	5,721.25	7,200.00	79.46%	1,478.75
10-65-5403 Electric	0.00	500.00	(500.00)	2,772.62	6,000.00	46.21%	3,227.38
10-65-5404 Water	663.40	1,166.67	(503.27)	3,805.68	4,000.00	95.14%	194.32
10-65-5405 Gas	56.99	125.00	(68.01)	1,044.63	1,500.00	69.64%	455.37
10-65-5419 COVID-19	0.00	2,142.86	(2,142.86)	12,290.45	15,000.00	81.94%	2,709.55
10-65-5805 Qrt S.C.A.D.	0.00	1,763.54	(1,763.54)	13,931.46	18,576.00	75.00%	4,644.54
10-65-5832 Fire Department Contribution	0.00	208.33	(208.33)	2,500.00	2,500.00	100.00%	0.00

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10 - GENERAL FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-65-5833 Transit Contribution	0.00	1,250.00	(1,250.00)	15,000.00	15,000.00	100.00%	0.00
10-65-5834 Transfer To Oakdale Park	0.00	(5,178.57)	5,178.57	0.00	0.00	0.00%	0.00
10-65-5835 Non Departmental Other	0.00	428.57	(428.57)	1,894.52	3,000.00	63.15%	1,105.48
10-65-5836 Bond Payment Oak/Riverwalk	0.00	(12,336.32)	12,336.32	250.00	250.00	100.00%	0.00
10-65-5837 Contingency	0.00	94,958.15	(94,958.15)	2,840.96	495,852.00	0.57%	493,011.04
10-65-5838 Pay Off Park/Riverwalk	0.00	(7,065.03)	7,065.03	725,773.28	725,774.00	100.00%	0.72
10-65-5841 Citizens Center	0.00	250.00	(250.00)	3,000.00	3,000.00	100.00%	0.00
10-65-5870 Office Equip/Furn	0.00	208.33	(208.33)	254.00	2,500.00	10.16%	2,246.00
Non Departmental Totals	<u>5,384.43</u>	<u>215,881.67</u>	<u>(210,497.24)</u>	<u>1,311,273.60</u>	<u>2,938,402.00</u>	<u>44.63%</u>	<u>1,627,128.40</u>

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10 - GENERAL FUND Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-80-5000 Wages Court	2,472.00	2,678.00	(206.00)	29,628.02	32,136.00	92.20%	2,507.98
10-80-5001 Overtime Court	0.00	0.00	0.00	162.23	0.00	0.00%	(162.23)
10-80-5003 Payroll Taxes Court	189.10	204.75	(15.65)	1,618.32	2,457.00	65.87%	838.68
10-80-5004 Retirement	361.16	398.50	(37.34)	3,105.29	4,782.00	64.94%	1,676.71
10-80-5005 Health Insurance	700.00	700.00	0.00	5,425.06	8,400.00	64.58%	2,974.94
10-80-5006 Life & Add Insurance	14.56	15.00	(0.44)	112.84	180.00	62.69%	67.16
10-80-5007 Workers Comp Insurance	0.00	18.33	(18.33)	107.67	120.00	89.73%	12.33
10-80-5008 Twc	88.99	(2,872.50)	2,961.49	252.00	1,005.00	25.07%	753.00
10-80-5106 Postage	0.00	83.33	(83.33)	1,000.00	1,000.00	100.00%	0.00
10-80-5109 Office Supplies	0.00	41.67	(41.67)	66.01	500.00	13.20%	433.99
10-80-5201 Attorney Fees	0.00	233.33	(233.33)	1,500.00	2,800.00	53.57%	1,300.00
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	0.00	500.00	(500.00)	6,000.00	6,000.00	100.00%	0.00
10-80-5225 It Support	0.00	16.67	(16.67)	0.00	200.00	0.00%	200.00
10-80-5285 Jail Services	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5500 Training	0.00	416.67	(416.67)	350.00	5,000.00	7.00%	4,650.00
10-80-5501 Travel	0.00	166.67	(166.67)	376.97	2,000.00	18.85%	1,623.03
10-80-5800 Dues & Subscriptions	0.00	41.67	(41.67)	285.00	500.00	57.00%	215.00
10-80-5801 Miscellaneous Exp	0.00	83.33	(83.33)	236.63	1,000.00	23.66%	763.37
10-80-5804 Service Fees Pioneer/Court	0.00	237.50	(237.50)	469.46	2,850.00	16.47%	2,380.54
10-80-5806 Jury Service	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-80-5835 Court Technology	0.00	133.33	(133.33)	0.00	1,600.00	0.00%	1,600.00
10-80-5836 Court Security	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-80-5860 Hardware Replacement	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-80-5886 Court Fines And Fees	0.00	3,333.33	(3,333.33)	0.00	40,000.00	0.00%	40,000.00
Municipal Court Totals	4,325.81	7,362.92	(3,037.11)	56,195.50	123,730.00	45.42%	67,534.50

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10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5000 Wages Law Enforcement	5,531.80	5,884.42	(352.62)	66,302.86	70,613.00	93.90%	4,310.14
10-90-5003 Payroll Taxes Law	404.06	450.08	(46.02)	5,007.67	5,401.00	92.72%	393.33
10-90-5004 Retirement	793.58	875.58	(82.00)	9,723.51	10,507.00	92.54%	783.49
10-90-5005 Health Insurance	700.00	700.00	0.00	7,700.02	8,400.00	91.67%	699.98
10-90-5006 Life & Add Insurance	27.35	27.50	(0.15)	300.87	330.00	91.17%	29.13
10-90-5007 Workers Comp Insurance	0.00	233.33	(233.33)	2,544.51	2,800.00	90.88%	255.49
10-90-5008 Twc	108.00	166.67	(58.67)	333.59	2,000.00	16.68%	1,666.41
10-90-5010 Longevity	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
10-90-5100 Supplies	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-90-5106 Postage	0.00	12.50	(12.50)	29.80	150.00	19.87%	120.20
10-90-5108 Uniforms	0.00	20.83	(20.83)	0.00	250.00	0.00%	250.00
10-90-5109 Office Supplies	0.00	41.67	(41.67)	149.30	500.00	29.86%	350.70
10-90-5125 Ammunition	0.00	100.00	(100.00)	0.00	1,200.00	0.00%	1,200.00
10-90-5225 Janitorial Services	0.00	250.00	(250.00)	900.00	3,000.00	30.00%	2,100.00
10-90-5401 Telephone	171.01	171.25	(0.24)	940.48	1,000.00	94.05%	59.52
10-90-5403 Electric	0.00	100.00	(100.00)	884.28	1,200.00	73.69%	315.72
10-90-5404 Water	46.85	375.00	(328.15)	1,061.15	1,250.00	84.89%	188.85
10-90-5500 Training	0.00	83.33	(83.33)	190.00	1,000.00	19.00%	810.00
10-90-5501 Travel	690.55	83.33	607.22	690.55	1,000.00	69.06%	309.45
10-90-5600 Vehicle Repair	0.00	125.00	(125.00)	1,498.31	1,500.00	99.89%	1.69
10-90-5601 System Repair	0.00	0.00	0.00	225.00	0.00	0.00%	(225.00)
10-90-5602 Repair & Maint - Equip	1,053.63	183.33	870.30	1,173.63	1,200.00	97.80%	26.37
10-90-5603 Equipment	0.00	125.00	(125.00)	673.05	1,500.00	44.87%	826.95
10-90-5604 Repair & Maint - Struct	38.94	16.67	22.27	38.94	200.00	19.47%	161.06
10-90-5608 Gas/Oil/Lube	134.29	187.50	(53.21)	1,618.83	2,250.00	71.95%	631.17
10-90-5801 Miscellaneous Exp	0.00	125.00	(125.00)	300.00	1,500.00	20.00%	1,200.00

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10 - GENERAL FUND Law Enforcement	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-90-5803 Software	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
10-90-5804 Service Fees	0.00	33.33	(33.33)	15.50	400.00	3.88%	384.50
10-90-5820 Events	0.00	125.00	(125.00)	716.96	1,500.00	47.80%	783.04
10-90-5860 Computer Hardware	0.00	175.00	(175.00)	0.00	2,100.00	0.00%	2,100.00
Law Enforcement Totals	9,700.06	10,837.99	(1,137.93)	103,018.81	124,751.00	82.58%	21,732.19

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10 - GENERAL FUND Preservation Board	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
10-96-5106 Postage	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5210 Legal Notices & Advertising	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5211 Promotional	0.00	62.50	(62.50)	0.00	750.00	0.00%	750.00
10-96-5500 Training	0.00	291.67	(291.67)	0.00	3,500.00	0.00%	3,500.00
10-96-5501 Travel Expense	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
10-96-5700 Projects	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
10-96-5800 Dues & Subscriptions	0.00	25.00	(25.00)	0.00	300.00	0.00%	300.00
10-96-5849 Signage	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
10-96-5866 Grant Match - Nrhp	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
Preservation Board Totals	0.00	1,804.17	(1,804.17)	0.00	21,650.00	0.00%	21,650.00
Expense Totals	89,265.64	493,485.07	(404,219.43)	2,992,126.71	6,425,127.00	46.57%	3,433,000.29

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20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Water/Sewer/Trash Income	173,735.86	70,816.67	102,919.19	1,769,623.63	1,939,800.00	91.23%	170,176.37
Transfers In	0.00	208,261.90	(208,261.90)	433,706.54	2,592,000.00	16.73%	2,158,293.46
Fines, Fees & Forfeitures	(2,859.70)	(1,190.00)	(1,669.70)	23,494.30	22,995.00	102.17%	(499.30)
Interest Income	45.06	(3,616.67)	3,661.73	1,077.84	1,100.00	97.99%	22.16
Other Revenue Sources	35.00	0.00	35.00	22,657.23	0.00	0.00%	(22,657.23)
Lease & Rent Income	0.00	5,013.76	(5,013.76)	220,000.00	467,468.00	47.06%	247,468.00
Grants & Donations	334,387.14	167,193.50	167,193.64	334,387.14	334,387.00	100.00%	(0.14)
Revenue Totals	<u>505,343.36</u>	<u>446,479.16</u>	<u>58,864.20</u>	<u>2,804,946.68</u>	<u>5,357,750.00</u>	<u>52.35%</u>	<u>2,552,803.32</u>
Expense Summary							
Personnel & Payroll	25,677.70	32,392.42	(6,714.72)	323,204.75	375,709.00	86.03%	52,504.25
Not Categorized	57,788.15	87,021.49	(29,233.34)	842,311.11	1,138,044.00	74.01%	295,732.89
Repairs & Maintenance	263,103.90	286,007.39	(22,903.49)	715,109.37	2,174,436.00	32.89%	1,459,326.63
Lease & Rent Expense	0.00	249.99	(249.99)	0.00	3,000.00	0.00%	3,000.00
Capital	37,954.38	(2,314.96)	40,269.34	455,067.45	1,512,559.00	30.09%	1,057,491.55
Fines, Fees & Taxes	0.00	5,382.45	(5,382.45)	38,366.94	62,978.00	60.92%	24,611.06
Other Expenses	0.00	37,850.33	(37,850.33)	0.00	91,024.00	0.00%	91,024.00
Expense Totals	<u>384,524.13</u>	<u>446,589.11</u>	<u>(62,064.98)</u>	<u>2,374,059.62</u>	<u>5,357,750.00</u>	<u>44.31%</u>	<u>2,983,690.38</u>

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20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Water/Sewer/Trash Income							
20-4100 Miscellaneous Water	0.00	566.67	(566.67)	203.63	6,800.00	2.99%	6,596.37
20-4101 Water Fees	88,437.10	18,166.67	70,270.43	871,101.98	953,000.00	91.41%	81,898.02
20-4102 Sewer Fees	49,343.52	43,750.00	5,593.52	559,790.36	610,000.00	91.77%	50,209.64
20-4105 Trash	30,245.34	8,250.00	21,995.34	332,817.76	369,000.00	90.19%	36,182.24
20-4110 Trash Surcharge	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-4307 Reconnect Fee	5,709.90	83.33	5,626.57	5,709.90	1,000.00	570.99%	(4,709.90)
Water/Sewer/Trash Income Totals	<u>173,735.86</u>	<u>70,816.67</u>	<u>102,919.19</u>	<u>1,769,623.63</u>	<u>1,939,800.00</u>	<u>91.23%</u>	<u>170,176.37</u>
Transfers In							
20-4103 Transfer from GF	0.00	125,000.00	(125,000.00)	223,048.10	1,500,000.00	14.87%	1,276,951.90
20-4710 Transfer in Reserves	0.00	83,261.90	(83,261.90)	210,658.44	1,092,000.00	19.29%	881,341.56
Transfers In Totals	<u>0.00</u>	<u>208,261.90</u>	<u>(208,261.90)</u>	<u>433,706.54</u>	<u>2,592,000.00</u>	<u>16.73%</u>	<u>2,158,293.46</u>
Fines, Fees & Forfeitures							
20-4302 Cut Off Fees	(4,400.00)	0.00	(4,400.00)	0.00	0.00	0.00%	0.00
20-4341 Tap Fees	300.00	4,789.17	(4,489.17)	14,995.00	14,995.00	100.00%	0.00
20-4342 Transfer Fees	0.00	162.50	(162.50)	726.81	700.00	103.83%	(26.81)
20-4343 Penalty Fees	1,240.30	(6,141.67)	7,381.97	7,772.49	7,300.00	106.47%	(472.49)
Fines, Fees & Forfeitures Totals	<u>(2,859.70)</u>	<u>(1,190.00)</u>	<u>(1,669.70)</u>	<u>23,494.30</u>	<u>22,995.00</u>	<u>102.17%</u>	<u>(499.30)</u>
Interest Income							
20-4500 Interest Income	45.06	(3,616.67)	3,661.73	1,077.84	1,100.00	97.99%	22.16
Interest Income Totals	<u>45.06</u>	<u>(3,616.67)</u>	<u>3,661.73</u>	<u>1,077.84</u>	<u>1,100.00</u>	<u>97.99%</u>	<u>22.16</u>
Other Revenue Sources							
20-4700 Miscellaneous Income	35.00	0.00	35.00	22,657.23	0.00	0.00%	(22,657.23)
Other Revenue Sources Totals	<u>35.00</u>	<u>0.00</u>	<u>35.00</u>	<u>22,657.23</u>	<u>0.00</u>	<u>0.00%</u>	<u>(22,657.23)</u>

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20 - UTILITY FUND	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Lease & Rent Income							
20-4711 Twdb Edap For Grand Ave	0.00	(21,057.67)	21,057.67	0.00	247,468.00	0.00%	247,468.00
20-4712 Tres Rios Lift Station Contr.	0.00	18,571.43	(18,571.43)	130,000.00	130,000.00	100.00%	0.00
20-4714 First Baptist Church Contr.	0.00	7,500.00	(7,500.00)	90,000.00	90,000.00	100.00%	0.00
Lease & Rent Income Totals	0.00	5,013.76	(5,013.76)	220,000.00	467,468.00	47.06%	247,468.00
Grants & Donations							
20-4715 COVID-19 Relief (American	334,387.14	167,193.50	167,193.64	334,387.14	334,387.00	100.00%	(0.14)
Grants & Donations Totals	334,387.14	167,193.50	167,193.64	334,387.14	334,387.00	100.00%	(0.14)
Revenue Totals	505,343.36	446,479.16	58,864.20	2,804,946.68	5,357,750.00	52.35%	2,552,803.32

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Fines, Fees & Taxes	0.00	638.33	(638.33)	5,557.46	7,660.00	72.55%	2,102.54
Personnel & Payroll	11,966.42	11,964.34	2.08	133,856.54	143,572.00	93.23%	9,715.46
Not Categorized	7,935.31	11,906.90	(3,971.59)	85,847.27	140,740.00	61.00%	54,892.73
Repairs & Maintenance	81.31	11,016.66	(10,935.35)	964.73	132,200.00	0.73%	131,235.27
Capital	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
WWTP Totals	<u>19,983.04</u>	<u>35,651.23</u>	<u>(15,668.19)</u>	<u>226,226.00</u>	<u>425,672.00</u>	<u>53.15%</u>	<u>199,446.00</u>

20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	31,053.34	33,333.33	(2,279.99)	299,661.34	400,000.00	74.92%	100,338.66
Sanitation Totals	<u>31,053.34</u>	<u>33,333.33</u>	<u>(2,279.99)</u>	<u>299,661.34</u>	<u>400,000.00</u>	<u>74.92%</u>	<u>100,338.66</u>

20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	710.43	22,793.01	(22,082.58)	263,032.35	273,159.00	96.29%	10,126.65
Repairs & Maintenance	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Other Expenses	0.00	12,850.33	(12,850.33)	0.00	41,024.00	0.00%	41,024.00
Non Departmental Totals	<u>710.43</u>	<u>35,726.67</u>	<u>(35,016.24)</u>	<u>263,032.35</u>	<u>315,183.00</u>	<u>83.45%</u>	<u>52,150.65</u>

20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Personnel & Payroll	8,742.75	12,317.08	(3,574.33)	122,697.70	134,805.00	91.02%	12,107.30
Not Categorized	16,948.09	14,842.02	2,106.07	178,311.29	274,390.00	64.98%	96,078.71

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Repairs & Maintenance	260,281.58	191,115.74	69,165.84	639,623.23	1,035,736.00	61.76%	396,112.77
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Capital	36,257.58	(122,166.79)	158,424.37	53,036.63	338,195.00	15.68%	285,158.37
Fines, Fees & Taxes	0.00	4,744.12	(4,744.12)	32,809.48	55,318.00	59.31%	22,508.52
Water Totals	<u>322,230.00</u>	<u>100,935.50</u>	<u>221,294.50</u>	<u>1,026,478.33</u>	<u>1,839,444.00</u>	<u>55.80%</u>	<u>812,965.67</u>

20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,140.98	4,146.23	(3,005.25)	15,458.86	49,755.00	31.07%	34,296.14
Personnel & Payroll	4,968.53	8,111.00	(3,142.47)	66,650.51	97,332.00	68.48%	30,681.49
Repairs & Maintenance	2,741.01	83,791.66	(81,050.65)	74,521.41	1,005,500.00	7.41%	930,978.59
Capital	1,696.80	119,810.16	(118,113.36)	402,030.82	1,173,864.00	34.25%	771,833.18
Lease & Rent Expense	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
Other Expenses	0.00	25,000.00	(25,000.00)	0.00	50,000.00	0.00%	50,000.00
Sewer Totals	<u>10,547.32</u>	<u>240,942.38</u>	<u>(230,395.06)</u>	<u>558,661.60</u>	<u>2,377,451.00</u>	<u>23.50%</u>	<u>1,818,789.40</u>
Expense Totals	<u>384,524.13</u>	<u>446,589.11</u>	<u>(62,064.98)</u>	<u>2,374,059.62</u>	<u>5,357,750.00</u>	<u>44.31%</u>	<u>2,983,690.38</u>

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20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5000 Wages Water	5,499.30	7,360.92	(1,861.62)	80,443.80	88,331.00	91.07%	7,887.20
20-10-5001 Overtime Water	324.82	1,466.67	(1,141.85)	3,905.02	4,600.00	84.89%	694.98
20-10-5003 Payroll Taxes Water	438.38	563.08	(124.70)	6,383.49	6,757.00	94.47%	373.51
20-10-5004 Retirement	850.91	1,095.33	(244.42)	12,455.09	13,144.00	94.76%	688.91
20-10-5005 Health Insurance	1,400.00	1,283.33	116.67	16,975.87	15,400.00	110.23%	(1,575.87)
20-10-5006 Life & Add Insurance	32.35	36.67	(4.32)	408.93	440.00	92.94%	31.07
20-10-5007 Workers Comp Insurance	0.00	233.33	(233.33)	1,621.50	2,800.00	57.91%	1,178.50
20-10-5008 Twc	196.99	183.33	13.66	504.00	2,200.00	22.91%	1,696.00
20-10-5010 Longevity	0.00	94.42	(94.42)	0.00	1,133.00	0.00%	1,133.00
20-10-5100 Supplies	0.00	133.33	(133.33)	1,592.97	1,600.00	99.56%	7.03
20-10-5107 Janitorial Supplies	0.00	25.00	(25.00)	53.12	300.00	17.71%	246.88
20-10-5108 Uniforms	0.00	100.83	(100.83)	809.39	1,210.00	66.89%	400.61
20-10-5120 Tools	0.00	183.33	(183.33)	1,047.21	1,200.00	87.27%	152.79
20-10-5160 Process Chemicals	1,656.80	583.33	1,073.47	4,844.87	7,000.00	69.21%	2,155.13
20-10-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-10-5238 Lab Fees	66.00	1,089.29	(1,023.29)	8,901.57	9,500.00	93.70%	598.43
20-10-5299 Purchased Water	1,758.75	10,000.00	(8,241.25)	91,955.55	120,000.00	76.63%	28,044.45
20-10-5400 Utilities (Elec)	0.00	(5,000.00)	5,000.00	19,316.40	40,000.00	48.29%	20,683.60
20-10-5401 Telephone	163.09	416.67	(253.58)	1,580.95	5,000.00	31.62%	3,419.05
20-10-5405 Gas	48.27	416.67	(368.40)	781.35	5,000.00	15.63%	4,218.65
20-10-5500 Training	307.56	156.67	150.89	1,324.56	1,880.00	70.46%	555.44
20-10-5505 Safety Program	0.00	8.33	(8.33)	8.10	100.00	8.10%	91.90
20-10-5600 Vehicle Repair	0.00	(29.76)	29.76	627.00	500.00	125.40%	(127.00)
20-10-5601 System Repair	11,514.63	4,166.67	7,347.96	41,290.07	50,000.00	82.58%	8,709.93
20-10-5602 Repair & Maint - Equip	253.25	333.33	(80.08)	2,091.84	4,000.00	52.30%	1,908.16
20-10-5604 Repair & Maint - Struct	1,179.74	166.67	1,013.07	2,086.34	2,000.00	104.32%	(86.34)

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20 - UTILITY FUND Water	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-10-5605 Repair & Maint - Tank	0.00	2,083.33	(2,083.33)	0.00	25,000.00	0.00%	25,000.00
20-10-5608 Gas/Oil/Lube	572.90	416.67	156.23	4,245.24	5,000.00	84.90%	754.76
20-10-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-10-5652 Meters	10,697.50	1,250.00	9,447.50	15,260.74	15,000.00	101.74%	(260.74)
20-10-5700 Capital Improvements	248,960.00	35,333.33	213,626.67	260,635.00	424,000.00	61.47%	163,365.00
20-10-5737 Capital Improvement Well #4	51.18	5,124.07	(5,072.89)	24,387.12	24,336.00	100.21%	(51.12)
20-10-5739 New Lines East Of Town	36,198.43	(122,208.46)	158,406.89	52,698.43	337,695.00	15.61%	284,996.57
20-10-5740 Water Main Rumph To Gibbs	0.00	108,691.67	(108,691.67)	334,785.85	485,300.00	68.99%	150,514.15
20-10-5741 Generator Quick Wire +	0.00	40,000.00	(40,000.00)	0.00	80,000.00	0.00%	80,000.00
20-10-5801 Miscellaneous Exp	59.15	41.67	17.48	338.20	500.00	67.64%	161.80
20-10-5804 Service Fees	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
20-10-5806 Meter Service Fees	0.00	547.62	(547.62)	3,279.00	5,000.00	65.58%	1,721.00
20-10-5807 Prairielands Permit Fees	0.00	3,900.83	(3,900.83)	26,023.20	46,810.00	55.59%	20,786.80
20-10-5846 Demurrage	0.00	175.00	(175.00)	309.28	600.00	51.55%	290.72
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	0.00	295.67	(295.67)	3,507.28	3,508.00	99.98%	0.72
Water Totals	<u>322,230.00</u>	<u>100,935.50</u>	<u>221,294.50</u>	<u>1,026,478.33</u>	<u>1,839,444.00</u>	<u>55.80%</u>	<u>812,965.67</u>

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20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5000 Wages Sewer	3,332.18	5,013.25	(1,681.07)	45,876.87	60,159.00	76.26%	14,282.13
20-20-5001 Overtime Sewer	119.73	166.67	(46.94)	986.00	2,000.00	49.30%	1,014.00
20-20-5003 Payroll Taxes Sewer	248.64	383.50	(134.86)	3,461.41	4,602.00	75.22%	1,140.59
20-20-5004 Retirement	504.33	746.00	(241.67)	6,952.39	8,952.00	77.66%	1,999.61
20-20-5005 Health Insurance	700.00	1,283.33	(583.33)	7,525.87	15,400.00	48.87%	7,874.13
20-20-5006 Life & Add Insurance	18.64	38.00	(19.36)	211.50	456.00	46.38%	244.50
20-20-5007 Workers Comp Insurance	0.00	181.67	(181.67)	1,384.47	2,180.00	63.51%	795.53
20-20-5008 Twc	45.01	187.50	(142.49)	252.00	2,250.00	11.20%	1,998.00
20-20-5010 Longevity	0.00	111.08	(111.08)	0.00	1,333.00	0.00%	1,333.00
20-20-5100 Supplies	159.12	250.00	(90.88)	475.68	3,000.00	15.86%	2,524.32
20-20-5108 Uniforms	0.00	100.83	(100.83)	0.00	1,210.00	0.00%	1,210.00
20-20-5120 Tools	0.00	100.00	(100.00)	115.00	1,200.00	9.58%	1,085.00
20-20-5160 Process Chemicals	0.00	225.00	(225.00)	1,051.49	2,700.00	38.94%	1,648.51
20-20-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-20-5400 Utilities (Elec)	0.00	708.33	(708.33)	8,575.35	8,500.00	100.89%	(75.35)
20-20-5401 Telephone	275.89	125.00	150.89	1,110.57	1,500.00	74.04%	389.43
20-20-5405 Gas	48.28	0.00	48.28	781.39	0.00	0.00%	(781.39)
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	400.00	333.33	66.67	662.56	4,000.00	16.56%	3,337.44
20-20-5601 System Repair	257.69	1,458.33	(1,200.64)	1,732.13	17,500.00	9.90%	15,767.87
20-20-5602 Repair & Maint - Equip	0.00	625.00	(625.00)	763.69	7,500.00	10.18%	6,736.31
20-20-5604 Repair & Maint - Struct	0.00	83.33	(83.33)	80.00	1,000.00	8.00%	920.00
20-20-5608 Gas/Oil/Lube	240.51	375.00	(134.49)	3,529.91	4,500.00	78.44%	970.09
20-20-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-20-5655 Concrete	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-20-5700 Capital Improvements	2,500.50	83,333.33	(80,832.83)	70,991.50	1,000,000.00	7.10%	929,008.50

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20 - UTILITY FUND Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-20-5738 Grand Lift Station (Edap)	1,696.80	93,942.92	(92,246.12)	221,216.90	992,585.00	22.29%	771,368.10
20-20-5739 Stoneview Lift Station	0.00	25,825.57	(25,825.57)	180,778.92	180,779.00	100.00%	0.08
20-20-5742 Golf Course Lift Station	0.00	25,000.00	(25,000.00)	0.00	50,000.00	0.00%	50,000.00
20-20-5801 Miscellaneous Exp	0.00	41.67	(41.67)	35.00	500.00	7.00%	465.00
Sewer Totals	<u>10,547.32</u>	<u>240,942.38</u>	<u>(230,395.06)</u>	<u>558,661.60</u>	<u>2,377,451.00</u>	<u>23.50%</u>	<u>1,818,789.40</u>

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5000 Wages Wwtp	7,891.84	7,923.25	(31.41)	89,251.96	95,079.00	93.87%	5,827.04
20-21-5001 Overtime Wwtp	548.62	166.67	381.95	3,941.05	2,000.00	197.05%	(1,941.05)
20-21-5003 Payroll Taxes Wwtp	641.44	618.92	22.52	7,241.20	7,427.00	97.50%	185.80
20-21-5004 Retirement	1,230.52	1,202.17	28.35	13,984.18	14,426.00	96.94%	441.82
20-21-5005 Health Insurance	1,400.00	1,400.00	0.00	15,400.06	16,800.00	91.67%	1,399.94
20-21-5006 Life & Add Insurance	38.00	38.00	0.00	418.00	456.00	91.67%	38.00
20-21-5007 Workers Comp Insurance	0.00	262.00	(262.00)	3,098.07	3,144.00	98.54%	45.93
20-21-5008 Twc	216.00	245.00	(29.00)	522.02	2,940.00	17.76%	2,417.98
20-21-5010 Longevity	0.00	108.33	(108.33)	0.00	1,300.00	0.00%	1,300.00
20-21-5030 COVID-19	0.00	428.57	(428.57)	1,999.84	3,000.00	66.66%	1,000.16
20-21-5100 Supplies	21.98	258.33	(236.35)	918.50	3,100.00	29.63%	2,181.50
20-21-5107 Janitorial Supplies	0.00	41.67	(41.67)	98.72	500.00	19.74%	401.28
20-21-5108 Uniforms	0.00	108.33	(108.33)	791.63	1,300.00	60.89%	508.37
20-21-5115 Chemical Supplies	647.00	2,083.33	(1,436.33)	9,764.65	25,000.00	39.06%	15,235.35
20-21-5120 Tools	502.74	250.00	252.74	691.28	3,000.00	23.04%	2,308.72
20-21-5235 Drug Testing	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-21-5238 Lab Fees	1,218.00	1,833.33	(615.33)	13,359.00	22,000.00	60.72%	8,641.00
20-21-5259 Sludge Removal	0.00	1,350.00	(1,350.00)	4,125.00	16,200.00	25.46%	12,075.00
20-21-5400 Utilities	3,441.72	3,166.67	275.05	30,352.85	38,000.00	79.88%	7,647.15
20-21-5401 Telephone	357.21	416.67	(59.46)	2,721.00	5,000.00	54.42%	2,279.00
20-21-5500 Training	0.00	86.67	(86.67)	903.75	1,040.00	86.90%	136.25
20-21-5600 Vehicle Repair	0.00	41.67	(41.67)	28.98	500.00	5.80%	471.02
20-21-5601 System Repair	1,707.68	1,000.00	707.68	18,671.32	12,000.00	155.59%	(6,671.32)
20-21-5602 Repair & Maint - Equip	0.00	333.33	(333.33)	662.72	4,000.00	16.57%	3,337.28
20-21-5604 Repair & Maint - Struct	38.98	500.00	(461.02)	758.03	6,000.00	12.63%	5,241.97
20-21-5608 Gas/Oil/Lube	81.31	400.00	(318.69)	964.73	4,800.00	20.10%	3,835.27

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20 - UTILITY FUND WWTP	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-21-5609 Equipment Rental	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-21-5700 Capital Improvements	0.00	10,608.33	(10,608.33)	0.00	127,300.00	0.00%	127,300.00
20-21-5801 Miscellaneous Exp	0.00	41.67	(41.67)	0.00	500.00	0.00%	500.00
20-21-5804 Service Fees	0.00	175.00	(175.00)	0.00	2,100.00	0.00%	2,100.00
20-21-5846 Demurrage	0.00	8.33	(8.33)	0.00	100.00	0.00%	100.00
20-21-5886 State Fees	0.00	463.33	(463.33)	5,557.46	5,560.00	99.95%	2.54
WWTP Totals	<u>19,983.04</u>	<u>35,651.23</u>	<u>(15,668.19)</u>	<u>226,226.00</u>	<u>425,672.00</u>	<u>53.15%</u>	<u>199,446.00</u>

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20 - UTILITY FUND Sanitation	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-45-5403 Trash Pickup	31,053.34	33,333.33	(2,279.99)	299,661.34	400,000.00	74.92%	100,338.66
Sanitation Totals	31,053.34	33,333.33	(2,279.99)	299,661.34	400,000.00	74.92%	100,338.66

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20 - UTILITY FUND Non Departmental	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
20-65-5106 Postage	183.15	488.10	(304.95)	5,542.66	5,500.00	100.78%	(42.66)
20-65-5109 Office Supplies	0.00	179.17	(179.17)	5.00	2,150.00	0.23%	2,145.00
20-65-5110 Utility Billing Cards	522.91	416.67	106.24	1,931.97	5,000.00	38.64%	3,068.03
20-65-5200 Audit	0.00	958.33	(958.33)	11,500.00	11,500.00	100.00%	0.00
20-65-5224 It	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-65-5225 Utility Billing System&Support	0.00	383.33	(383.33)	5,237.50	4,600.00	113.86%	(637.50)
20-65-5226 Cpa	0.00	500.00	(500.00)	3,637.50	6,000.00	60.63%	2,362.50
20-65-5229 Bank Services Fee	4.37	0.00	4.37	79.22	0.00	0.00%	(79.22)
20-65-5300 Bond Payment & Fee	0.00	19,784.08	(19,784.08)	235,098.50	237,409.00	99.03%	2,310.50
20-65-5860 Hardware Replacement	0.00	83.33	(83.33)	0.00	1,000.00	0.00%	1,000.00
20-65-5873 Contingency	0.00	12,850.33	(12,850.33)	0.00	41,024.00	0.00%	41,024.00
Non Departmental Totals	710.43	35,726.67	(35,016.24)	263,032.35	315,183.00	83.45%	52,150.65
Expense Totals	384,524.13	446,589.11	(62,064.98)	2,374,059.62	5,357,750.00	44.31%	2,983,690.38

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

9/7/2021 9 Item 3.

30 - CVB HOTEL/MOTEL	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Property & Sales Tax	25,085.84	68,333.33	(43,247.49)	316,065.69	350,000.00	90.30%	33,934.31
Fines, Fees & Forfeitures	0.00	(2,070.83)	2,070.83	25.00	25.00	100.00%	0.00
Other Revenue Sources	0.00	1,218.50	(1,218.50)	2,436.75	2,437.00	99.99%	0.25
Interest Income	1.37	25.00	(23.63)	50.80	50.00	101.60%	(0.80)
Revenue Totals	<u>25,087.21</u>	<u>67,506.00</u>	<u>(42,418.79)</u>	<u>318,578.24</u>	<u>352,512.00</u>	<u>90.37%</u>	<u>33,933.76</u>
Expense Summary							
Personnel & Payroll	181.03	(22,491.87)	22,672.90	85,109.37	84,877.00	100.27%	(232.37)
Not Categorized	131.09	(21,694.40)	21,825.49	35,729.13	35,733.00	99.99%	3.87
Lease & Rent Expense	0.00	(603.83)	603.83	458.58	459.00	99.91%	0.42
Dues & Subscriptions	0.00	(211.50)	211.50	1,076.90	1,077.00	99.99%	0.10
Office & Supplies	0.00	(263.33)	263.33	139.35	140.00	99.54%	0.65
Transfers Out	0.00	115,113.00	(115,113.00)	110,000.00	230,226.00	47.78%	120,226.00
Community Programs & Donations	0.00	(1,666.67)	1,666.67	0.00	0.00	0.00%	0.00
Other Expenses	0.00	(675.42)	675.42	0.00	0.00	0.00%	0.00
Expense Totals	<u>312.12</u>	<u>67,505.98</u>	<u>(67,193.86)</u>	<u>232,513.33</u>	<u>352,512.00</u>	<u>65.96%</u>	<u>119,998.67</u>

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

9/7/2021 9 Item 3.

30 - CVB HOTEL/MOTEL	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Property & Sales Tax							
30-4003 Hotel Occupancy Tax	25,085.84	68,333.33	(43,247.49)	316,065.69	350,000.00	90.30%	33,934.31
Property & Sales Tax Totals	25,085.84	68,333.33	(43,247.49)	316,065.69	350,000.00	90.30%	33,934.31
Fines, Fees & Forfeitures							
30-4201 Event Permits	0.00	(2,070.83)	2,070.83	0.00	25.00	0.00%	25.00
30-4300 Cvb Events	0.00	0.00	0.00	25.00	0.00	0.00%	(25.00)
Fines, Fees & Forfeitures Totals	0.00	(2,070.83)	2,070.83	25.00	25.00	100.00%	0.00
Other Revenue Sources							
30-4400 Grant Refunds	0.00	1,218.50	(1,218.50)	2,436.75	2,437.00	99.99%	0.25
Other Revenue Sources Totals	0.00	1,218.50	(1,218.50)	2,436.75	2,437.00	99.99%	0.25
Interest Income							
30-4500 Interest Income	1.37	25.00	(23.63)	50.80	50.00	101.60%	(0.80)
Interest Income Totals	1.37	25.00	(23.63)	50.80	50.00	101.60%	(0.80)
Revenue Totals	25,087.21	67,506.00	(42,418.79)	318,578.24	352,512.00	90.37%	33,933.76

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

9/7/2021 9:25:

Item 3.

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Transfers Out	0.00	115,113.00	(115,113.00)	110,000.00	230,226.00	47.78%	120,226.00
Lease & Rent Expense	0.00	(603.83)	603.83	458.58	459.00	99.91%	0.42
Not Categorized	131.09	(21,694.40)	21,825.49	35,729.13	35,733.00	99.99%	3.87
Personnel & Payroll	181.03	(22,491.87)	22,672.90	85,109.37	84,877.00	100.27%	(232.37)
Other Expenses	0.00	(675.42)	675.42	0.00	0.00	0.00%	0.00
Community Programs & Donations	0.00	(1,666.67)	1,666.67	0.00	0.00	0.00%	0.00
Dues & Subscriptions	0.00	(211.50)	211.50	1,076.90	1,077.00	99.99%	0.10
Office & Supplies	0.00	(263.33)	263.33	139.35	140.00	99.54%	0.65
CVB Totals	<u>312.12</u>	<u>67,505.98</u>	<u>(67,193.86)</u>	<u>232,513.33</u>	<u>352,512.00</u>	<u>65.96%</u>	<u>119,998.67</u>
Expense Totals	<u>312.12</u>	<u>67,505.98</u>	<u>(67,193.86)</u>	<u>232,513.33</u>	<u>352,512.00</u>	<u>65.96%</u>	<u>119,998.67</u>

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

9/7/2021 9: Item 3.

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
30-70-5000 Wages Cvb	0.00	(12,456.93)	12,456.93	61,258.98	61,259.00	100.00%	0.02
30-70-5003 Payroll Taxes Cvb	0.00	(952.64)	952.64	4,686.72	4,687.00	99.99%	0.28
30-70-5004 Retirement	0.00	(1,914.47)	1,914.47	9,069.08	9,070.00	99.99%	0.92
30-70-5005 Health Insurance	0.00	(5,943.50)	5,943.50	9,112.72	9,113.00	100.00%	0.28
30-70-5006 Life & Add Insurance	0.00	(116.50)	116.50	266.15	267.00	99.68%	0.85
30-70-5007 Workers Comp Insurance	0.00	(88.83)	88.83	293.31	239.00	122.72%	(54.31)
30-70-5008 Twc	181.03	(894.00)	1,075.03	422.41	242.00	174.55%	(180.41)
30-70-5010 Longevity	0.00	(125.00)	125.00	0.00	0.00	0.00%	0.00
30-70-5100 Supplies	0.00	(125.00)	125.00	0.00	0.00	0.00%	0.00
30-70-5106 Postage	7.95	(496.00)	503.95	1,507.33	1,508.00	99.96%	0.67
30-70-5109 Office Supplies	0.00	(286.17)	286.17	260.92	261.00	99.97%	0.08
30-70-5210 Advertising	0.00	(12,260.14)	12,260.14	23,693.33	23,694.00	100.00%	0.67
30-70-5211 Tourism Promotion	0.00	(3,373.50)	3,373.50	5,752.97	5,753.00	100.00%	0.03
30-70-5224 It Support	0.00	(119.17)	119.17	95.00	95.00	100.00%	0.00
30-70-5225 Janitorial Services	0.00	(409.00)	409.00	181.42	182.00	99.68%	0.58
30-70-5401 Telephone	7.55	(112.25)	119.80	432.77	433.00	99.95%	0.23
30-70-5402 Internet	115.59	47.50	68.09	1,094.44	1,095.00	99.95%	0.56
30-70-5403 Electric	0.00	(399.00)	399.00	1,701.25	1,702.00	99.96%	0.75
30-70-5404 Water	0.00	(44.17)	44.17	744.70	745.00	99.96%	0.30
30-70-5405 Gas	0.00	(833.33)	833.33	0.00	0.00	0.00%	0.00
30-70-5500 Training	0.00	(790.83)	790.83	85.00	85.00	100.00%	0.00
30-70-5501 Travel	0.00	(916.67)	916.67	0.00	0.00	0.00%	0.00
30-70-5604 Rent Repair & Maint - Struct	0.00	(1,576.67)	1,576.67	180.00	180.00	100.00%	0.00
30-70-5609 Equipment Rental	0.00	(603.83)	603.83	458.58	459.00	99.91%	0.42
30-70-5800 Dues & Subscriptions	0.00	(211.50)	211.50	1,076.90	1,077.00	99.99%	0.10
30-70-5803 Software	0.00	(263.33)	263.33	139.35	140.00	99.54%	0.65

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

9/7/2021 9: Item 3.

30 - CVB HOTEL/MOTEL CVB	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
30-70-5818 Transfer to county	0.00	115,113.00	(115,113.00)	110,000.00	230,226.00	47.78%	120,226.00
30-70-5830 Arts & Historical Funding	0.00	(1,666.67)	1,666.67	0.00	0.00	0.00%	0.00
30-70-5873 Contingency	0.00	(675.42)	675.42	0.00	0.00	0.00%	0.00
CVB Totals	<u>312.12</u>	<u>67,505.98</u>	<u>(67,193.86)</u>	<u>232,513.33</u>	<u>352,512.00</u>	<u>65.96%</u>	<u>119,998.67</u>
Expense Totals	<u>312.12</u>	<u>67,505.98</u>	<u>(67,193.86)</u>	<u>232,513.33</u>	<u>352,512.00</u>	<u>65.96%</u>	<u>119,998.67</u>

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

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Item 3.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary							
Fines, Fees & Forfeitures	934.47	0.00	934.47	8,533.96	0.00	0.00%	(8,533.96)
Interest Income	0.61	0.00	0.61	4.30	0.00	0.00%	(4.30)
Revenue Totals	935.08	0.00	935.08	8,538.26	0.00	0.00%	(8,538.26)
Expense Summary							
Not Categorized	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)
Expense Totals	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)

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

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Item 3.

70 - COURT	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Fines, Fees & Forfeitures							
70-4308 Local Truancy Prevention and	325.58	0.00	325.58	2,941.75	0.00	0.00%	(2,941.75)
70-4311 Municipal Jury Funds	6.51	0.00	6.51	58.82	0.00	0.00%	(58.82)
70-4312 Municipal Court Technology Fund	273.52	0.00	273.52	2,523.17	0.00	0.00%	(2,523.17)
70-4314 Municipal Court Building Security	328.86	0.00	328.86	3,010.22	0.00	0.00%	(3,010.22)
Fines, Fees & Forfeitures Totals	934.47	0.00	934.47	8,533.96	0.00	0.00%	(8,533.96)
Interest Income							
70-4500 Interest Income	0.61	0.00	0.61	4.30	0.00	0.00%	(4.30)
Interest Income Totals	0.61	0.00	0.61	4.30	0.00	0.00%	(4.30)
Revenue Totals	935.08	0.00	935.08	8,538.26	0.00	0.00%	(8,538.26)

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

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Item 3.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)
Municipal Court Totals	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)
Expense Totals	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)

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

9/7/2021 9:

Item 3.

70 - COURT Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
70-80-5101 Bank Service Charges	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)
Municipal Court Totals	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)
Expense Totals	0.09	0.00	0.09	0.13	0.00	0.00%	(0.13)



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Jim Holder, Public Works Director

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

Public Works Director Report

August 2021

Demand- average daily demand was 465,000 Gallons per Day (G.P.D.)

Total Monthly Production - 14,444,000 gallons

Pumping Capabilities -3.5 Million Gallons per Day (MGD) the daily pumping capability is a combined figure representing the Somervell County Water District's daily pumping capability in addition to the production capabilities of 5 water wells owned and operated by the City of Glen Rose.

- **Water Well #4 Replacement Project**

On February 18, 2021, the city received a letter from the TCEQ acknowledging that the minimum requirements for the construction of the new well have been met. The well is approved for use temporarily, and the continued use of the well is based on the following conditions. Additional chemical analysis performed by TCEQ is required, along with routine tap sampling for lead and copper during two consecutive six-month periods, and water quality parameter sampling (WQP). The additional sampling is considered standard procedures when there is an additional source of drinking water added to a public water system. After successful monitoring with no action level exceedances the water system will be eligible to have a reduced monitoring schedule again. TCEQ collected water samples for chemical analysis on Wednesday September 1, 2021. Environmental Laboratory Services has been contacted to provide a quote for the upcoming lead and copper water quality parameter sampling.

- **Grand Avenue Lift Station Reconstruction Project**

The Texas Water Development Board (TWDB) issued a letter to the city on January 3, 2021, acknowledging the review, and acceptance, of the contract documents for the lift station project. The pre-construction conference was held at City Hall on Thursday January 14, 2021. A Notice to Proceed letter was issued to Rey-Mar Construction on Monday, January 25, 2021. The estimated number of days for construction completion is 230 days. Rey-Mar Construction began excavation at the project site on Monday, February 22. The wet-well has been installed, along with the additional manhole (change-order No.1). Backfilling, and compaction, are being done around the wet-well and manhole. The dry auger bore, crossing Barnard Street to the north, and up the hill to the electrical panel site, has been completed.

- **Well #4 100,000 Gallon Ground Storage Tank Replacement Project**

The plans and specifications for the proposed replacement ground storage tank at Well Site No.4 have been completed and were submitted to the Texas Commission on Environmental Quality (TCEQ) for review on Wednesday, January 20, 2021. Included in the submittal were photos of the existing problems, and a letter from the engineer, requesting an expedited review process, due to the nature of the existing situation. On February 19, 2021, Enprotec/Hibbs & Todd received a letter from the TCEQ notifying them of the successful review and acceptance of the plans and specifications that were submitted on January 20th. Bids were accepted at City Hall until March 31, 2021, at 2:30 pm. There was a total of four bids received, opened publicly, and read out-loud. City Council awarded the project to Dake Construction at the April meeting and the construction documents have since been signed. A pre-construction conference was completed on Friday, June 4th. Dake Construction has completed the fabrication, and painting, of the welded steel ground storage tank at Well Site # 4. A crew will be on-site the last week of September to begin the filling and disinfection process. A temporary suction line will be installed to use while the old tank is being demolished. Once the old tank is out of the way, the permanent supply lines will be installed.

- **Hwy 67 East & CR 303 Wastewater Collection System Improvements Project**

Sealed bids were accepted at City Hall until May 18, 2021. A total of seven bids were accepted. The bids were opened publicly and read aloud. FM Utilities, LLC was the lowest qualified bidder with a bid of \$472,840.51. City Council awarded the contract to FM Utilities, LLC at the April meeting. A Notice of Award letter has been submitted to FM Utilities along with contract documents. The executed contract documents have been received and the pre-construction conference was held on July 1st at City Hall. A notice to proceed has been issued dated July 12, 2021. The number of calendar days for substantial completion of the project was set at 120 days. The required final completion date is October 29, 2021. After the Notice to Proceed letter was issued, it was discovered that there was a shortage of sewer pipe available to the contractors. Therefore we have had a delay in the project start date. The pipe has since been delivered (on Monday August 2nd) to the job-site and mobilization of equipment and other materials have begun. The Hwy 67 bore, from the south side of Hwy 67 to Bull Adams Lane, has been successfully completed. Installation of the portion of the wastewater collections main to the western end of the project has begun.

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

An emergency on-site generator has been ordered for the Public Works maintenance facility. It will operate off of natural gas and is large enough to power the entire facility. Having an alternate source of electricity at the maintenance facility will enable constant, uninterrupted communications with the SCADA system, ensuring a much faster response time when problems arise. Also, two used generators have been purchased from Federal Surplus Properties. One will constantly supply on-site emergency power at Well Site No. 3, and the other will be mounted on a trailer for use at six of eight different sewer lift stations. Each of the eight existing lift stations are equipped with a quick connect and a transfer switch to allow for a quick, alternate power source. The city already owns a trailered generator capable of powering the remaining two lift stations, as well as the water well sites. We are planning to equip each water well site with emergency quick connects, and transfer switches. Once the equipment has been purchased and installed, a written plan will be created for city staff to utilize during emergency situations.

- **Spanish Oak Trail & Hilltop Drive Water Line Improvements Project**

This project is currently in the design phase with Enprotec/Hibbs and Todd. *The existing section of 10" a/c water line that was recently identified along Hereford Street (from the 700 block of Hereford Street to City Well Site No.3 near Tom Rumph Road) has been added to the scope of work for this water line improvements project. The project engineers have had their survey crew surveying the job-site during the first week of August.*

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:

Aug 2021

Number of Active Service

Connections this Month:

1297

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		451		0		451
2		416		0		416
3		449		0		449
4		474		0		474
5		528		0		530
6		395		0		395
7		445		0		445
8		638		0		638
9		473		79		552
10		439		81		520
11		452		63		515
12		482		106		588
13		373		65		438
14		341		62		403
15		470		102		572
16		269		56		325
17		406		56		462
18		285		85		370
19		317		19		336
20		325		44		369
21		351		62		413
22		538		17		555
23		216		42		258
24		390		73		463
25		472		24		496
26		437		1		438
27		602		0		602
28		442		0		442
29		522		2		524
30		465		0		465
31		535		0		535
Total		13403		1041		14444
Avg		432		33.5		465
Max		638		106		638
Min		216		0		258

Any additional information you wish to provide:

I certify that I am familiar with the information contained in this report and that, to the best of my knowledge, the information is true, complete, and accurate.

Operator's
Signature:

[Signature]

Date:

8-30-21

Certificate No. and Class:

C-2 Wg0015747



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Buck Martin, Police Chief

ITEM: Police Department Report
- Police Activity Report



City Of Glen Rose POLICE DEPARTMENT

201 NE Vernon St., Glen Rose, TX 76043

GLEN ROSE POLICE DEPARTMENT MONTHLY REPORT

- **08/05/21---**
 - 1) **Met w/Complainant Ref: Someone Fraudulent Unemployment Claim**
 - 2) **Met w/Complainant Ref: Harassment Issues from their Neighbor**
 - 3) **Assigned CPS case-Neglectful Supervision**
- **08/06/21---**
 - 1) **Took Drug Evidence to DPS Crime Lab in Waco**
 - 2) **Enforced Parking Issues @ Big Rocks & NE Barnard**
- **08/07/21---**
 - 1) **Enforced Parking Issues @ Big Rocks & NE Barnard**
- **08/08/21---**
 - 1) **Enforced Parking Issues @ Big Rocks & NE Barnard**
 - 2) **Report of Missing 14yr old boy @ Big Rocks (located around 20 min later)**
- **08/10/21---**
 - 1) **Council Meeting**
 - 2) **Responded to a Domestic Disturbance @ Stone Glen Apt.**
 - 3) **Arrested W/M @ Stone Glen Apt. for Parole Violation Warrant**
 - 4) **Responded to Comfort Inn on 911 call Ref: Caller wanted welfare check on his kids**
- **08/13/21---**
 - 1) **Responded to Summit Ridge Area for a Loose Horse**
 - 2) **Arrested W/M on a Traffic Stop for Possession of Marijuana**
 - 3) **Worked Minor Accident @ 144 N & U.S. Hwy 67**
- **08/19/21---**
 - 1) **School Zones**
 - 2) **Minor Accident 300 Block Elm St.**

3) Arrested Male Subject for Tarrant County Warrant—Theft

4) Checked Residence on Jefferson St.--Open door

- **08/21/21---**
 - 1) Responded to Verbal Domestic on Vine St.**
- **08/23/21---**
 - 1) Suspicious Person-NE Barnard--Subject w/camo & long rifle (re-enactment-civil war)**
 - 2) Assist Sheriff's Office in locating Suicidal Subject on 144 (located @ Travel Plaza)**
- **08/24/21---**
 - 1) Responded to Tractor Supply ref: Male Subject Causing Disturbance**
 - 2) Council Meeting**
- **08/27/21---**
 - 1) Traffic Detail @Brookshires--Vehicles Cutting Across Parking Lot Trespassers in Summit Ridge Area**
 - 2) Arrested Female for DWI w/Child Passenger**
- **08/28/21---**
 - 1) Welfare on Kids getting into Dumpster @ Stone Glen Apt**
 - 2) Dog @ Large--Hilltop Dr.**
 - 3) Funeral Escort**
 - 4) Responded to Dogs Tied Up to Bed of Truck @ High School**
 - 5) Arrested Male Suspect on Corpus Christi Warrant FTA-Burg. of Vehicle & Cruelty to Non-Livestock Animal**
 - 6) Enforced Parking Violations @ Big Rocks**
- **107 Citations-**
 - **14 of these @ Big Rocks**
 - **13 on Barnard for Parking Violations**
 - **Towed 2 @Big Rocks**
- **8 Written Warnings**
- **10 Verbal Warnings**

Chief Martin #800



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Christy Wilson, Lead Animal Control Officer

ITEM: Animal Control Report
- Animal Control Activity Report

In/Out Summary by Species

Criteria:

Enter from date: 08/01/2021

Enter to date: 08/31/2021

Started 8-1-21 with 6 cats and 10 dogs

Ended 8-31-21 with 4 cats and 11 dogs

Animals In

Total Animals Brought In - Cat: 51

Total Animals Brought In - Dog: 40

Total Animals Brought In: 91

Total Animals In: 91

Animals Out

Total Animals Adopted - Cat: 2

Total Animals Adopted - Dog: 2

Total Animals Adopted: 4

Total Animals Died On Shelter - Cat: 3

Total Animals Died On Shelter: 3

Total Animals Euthanised - Cat: 28

Total Animals Euthanised - Dog: 8

Total Animals Euthanised: 36

Total Animals Reclaimed - Dog: 2

Total Animals Reclaimed: 2

Total Animals Transferred Out - Cat: 20

Total Animals Transferred Out - Dog: 27

Total Animals Transferred Out: 47

Total Animals Out: 92



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Kyle Reeves, Building Official

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



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

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

Monthly Highlights: August, 2021

Preservation Board held one meeting during the month of August, 2021

Planning and Zoning Board held one meeting during the month of August, 2021.

Demolition

Residential: No demolition permit was issued.

Commercial: No demolition permits were issued.

New Construction

Commercial:

a. None issued.

Residential:

b. Three (3) new Single Family residential building permits were issued.

Certificates of Occupancy

a. One (1) commercial Certificate of Occupancy was received and is holding for completion of remodel.

Statistical information August, 2021

ITEM	THIS PERIOD
Inspections	17
Permits Issued	20
Code Violations	9
Illegal signs removed	8
Apps & Permits Fees Collected	\$2468.84



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Michael Leamons, City Administrator

ITEM: City Administrator Report

City Administrator Report
August 2021

Item 8.

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

1. Reviewed the August Council agenda with Mayor Douglas and City Secretary Ritchie. Helped prepare the packet. Prepared Administrator Report and monthly financial reports.
2. Interviewed candidates for building official.
3. Met with owners of Rainbow Village RV Park, the house to the east, and the Squaw Valley Meadows Subdivision to discuss drainage issues at the RV Park.
4. Met with Councilwoman Conrad and owner of 108 Paluxy regarding the path forward for rescinding the Demolition Order so that an investor could purchase and rehabilitate the property. Provided a letter to the investor outlining a process involving their purchase of the property, submission of plans for review, and the issuance of permits with the promise that afterwards the Demolition Order would be rescinded.
5. Attended 7-Eleven Grand Opening.
6. Obtained guidance from Chief Appraiser Rollens on property tax calculations.
7. Filed budget with City Secretary Ritchie. Sent sanitary control easement documents to TCEQ and touched base with them to make sure they had received everything needed for Well #4.
8. Hired Kyle Reeves as new Building Official and have been getting him up to speed. Introduced him to Fire Marshal Smith, County Floodplain Coordinator Jones, and 2 of the P&Z Board. Two participated in the interview, so they already knew him. One was out of pocket. Took him on a tour of areas where construction is taking place. Showed him the city facilities and infrastructure projects. With the help of Animal Control Officer Wilson, gave Building Official Reeves a tour of that facility.
9. Continued to follow up with Rock Ridge Estates and Squaw Creek Meadows developers on bonds/letters of credit, but neither party has yet moved forward with this, so the final plats have not been signed and filed.
10. Consulted with City Attorney Pendleton on dis-annexation issues, the letters of credit for the two plats that are in the process of being finalized, the SCWD cease and desist letter, a development agreement for the acreage near 7-Eleven, the interpretation of the 525' width limitation regarding annexation of property within a water district, the order of demolition for 108 Paluxy, how to proceed on returned certified mail code enforcement notices, and a complaint about our no firearms sign at Big Rocks from someone who is licensed to carry (the sign is being revised).
11. Attended and participated in one P&Z meeting. The commission adopted a set of priorities for the coming months.
12. Facilitated a meeting between the investor buying the golf course property, City representatives, and engineers for the City and the developer. Plans for development centered around having sewer service were discussed.
13. Discussed financial matters related to handoff of the CVB with Auditor Michael Hamby.
14. Broached the topic of developing an annexation map with Chris Hay and Brian Shirley of 3CGeo.
15. As you know, we completed the budget process except for adopting the property tax rate. As part of the process, Public Works Director Holder, Engineer Hay, and I reviewed our ongoing projects to make a best guess at how much would be completed in FY 2020-21 and how much would be carried over to FY 2021-22. Made other changes to the budget

as dictated by the Council and necessitated by unfolding circumstances prior to submitting final versions to the Council for approval.

16. Again, as you know, we made year-end amendments to the FY 2020-21 budget to keep us in good standing with our auditor. This was especially necessary for the CVB budget due to our transfer of that operation to Somervell County.
17. Spoke to State Comptroller staff about this year's tax ad requirements; then, worked with Chief Appraiser Rollens and City Secretary Ritchie to prepare a ¼ page ad for the tax rate for the newspaper.
18. Consulted with TML legal staff concerning their interpretation of the 525' width requirement for annexation of property in a water district.
19. Met with staff and developer representatives regarding annexation and residential development of about the south ½ of the land between 7-Eleven and Squaw Creek. This developer now owns the property north of Tractor Supply. In the past, the City explored building a detention pond on that property to alleviate flooding in Golden Heights. The developer is planning on building a detention pond there for holding water generated by development on that property. They were made aware that the City might be interested in providing funds for including extra storage capacity in their pond. They seemed interested in working with the City to that end.
20. Prepared notices for upcoming P&Z and Council public hearings. Turned paperwork over to Building Official Reeves for his review.
21. Worked with Republic on collection issues related to their staff and COVID.
22. Provided financial data to grant administrator for reports that are due with respect to our ARPA funds. Received first tranche of \$334,000 in ARPA funds on 8-23.
23. Signed up for training related to our TxDOT grant. Have reached out to the TxDOT project manager to begin the procurement process for grant administration and engineering services
24. Participated in a Municode Training session.
25. Consulted with Public Works Director Holder on easement issues concerning our Hwy 67 and Bull Adams Lane sewer main project and plans for emergency power at various facilities. After the budget amendments were approved, ordered a natural gas generator for the Utility Yard Office.
26. Finalized negotiations with Windstream for fiber service to City Hall. City Secretary Ritchie had obtained proposals from Windstream and Charter, the two companies providing fiber service in this area. Windstream had the best proposal, but their reputation for service hasn't been the best. Their initial proposal was for 5 years. Due to their service reputation, I was reluctant to enter into a 5-year contract. I asked for a 12-month trial contract. They agreed to offer the same prices in their 5-year contract for a 12-month contract.



AGENDA ITEM SUMMARY

MEETING DATE: 09/14/2021

STAFF REPRESENTATIVE: Stephanie Ritchie, City Secretary

ITEM: City Secretary Report

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

Item 9.

1. Compiled, organized, processed, and distributed City Council Packets for July 27, 2021, August 10, 2021, and August 24, 2021.
2. Completed four sets of minutes from the August City Council meetings for review and approval at the first September City Council Meeting.
3. Made the necessary corrections to minutes, ordinance, job descriptions, and various policies as discussed in the August 10th meeting.
4. Worked with Kelly Harris for transfer of CVB Facebook pages to Somervell County Tourism. Her group is still working out how to change ownership of the pages.
5. Worked on August 24th agenda packet.
6. New Hire set up and processing.
7. Updated website and Facebook regarding late trash pickup the week ending 8/13/2021 and notice for Filing for a Place on the Ballot.
8. Distributed correspondence to the Mayor and Council from SCWD regarding annexations.
9. Participated in Staff meetings.
10. Processed new hire employee paperwork, cell phone, office phone, etc.
11. Scheduled JK Fire protection to certify all exit lights and fire extinguishers for all of the city's buildings.
12. Worked with Cave Consulting to archive necessary email accounts, create forwarder accounts where necessary, and create new email addresses for the Building Official and the Municipal Judge.
13. Worked with Kelly Harris regarding HOT payments and contracts with VRBO and Airbnb.
14. Worked with Kelly Harris regarding outstanding info on the TML Exhibition and the Travel and Adventure Show.
15. Worked closely with Fundview and Badger/Beacon to find a resolution to meter reading and calculations for billing.
16. Processed Applications for Place on the November Ballot and answered citizen questions regarding the November election.
17. Applicants for City Council met on August 24 at 10:00am to draw for their place on the ballot. The order will be 1) George Freas; 2) Richard Vaughn; 3) Lesley Jameson; and 4) TJ Walker.
18. Processed and codified all recent Ordinances in the City's Online Code of Ordinances.
19. Updated a portion of the website to include Ordinances, Meeting Minutes, etc.
20. Submitted information to eHT and 3CGO to update our zoning map.
21. Updated, copied, and scheduled ALL staff meeting for September 13th to distribute the new Personnel Policy to all employees and received a written confirmation of receipt from each employee, and begin Open Enrollment for Insurance.
22. Completed Open Records Request regarding permits, property information, mapping, elections, background investigations, etc.
23. Assisted with Payroll processing.
24. Accomplished training with Municode Meetings and Municode Ordinance Codification.
25. Accomplished training with TextMyGov.
26. Worked with Eddie with the County's IT department to transfer CVB phone number to the county.
27. Worked with BizProTec regarding connectivity issues.
28. Worked with ESS regarding election equipment.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a request to close the streets around the downtown square for the 2021 Homecoming Parade.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Request to close streets; map		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve as presented.			

2021
GLEN ROSE ATHLETIC BOOSTER CLUB
HOMECOMING PARADE/PEP RALLY REQUEST

To Whom it May Concern,

The Glen Rose Athletic Booster Club is requesting permission to have its yearly Homecoming Parade/Pep Rally. The lineup time will begin at 5:00pm at the Glen Rose High School, with a parade start time of 6:00pm on Wednesday September 29th, 2021. The route will leave the high school parking lot and proceed down Stadium Dr. to Allen Dr. After turning left onto Barnard St, it will continue through to the downtown square. The parade will end on the Glen Rose square for a community-wide pep rally. Due to the parade and activities, it is requested that Somervell County Sherriff's office re-route, Temporarily, State Hwy 144 South traffic to Grace St. The anticipated duration of the detour should be 6:00-6:45pm. Please let me know if you need any further information from the GRABC or the Glen Rose ISD. Thank you for your time and consideration on this matter.

Regards,
Ricky Douglas
GRABC Representative
9/1/2021



No right hand turn

Right hand turn only!

Close Parking on Walnut



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding the closure of the streets around the downtown square for the Fall 2021 Wine and Art Festival.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Wine Festival proposal letter; Street closure request; Map		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve as presented.			



August 17, 2021

TO: City of Glen Rose

FM: Scott Gipson, President Glen Rose Wine and Art Festival 2021

RE: Proposed concepts for the 2021 Wine Festival

The proposed 2021 Glen Rose Wine and Art Festival will take place on October 1st and 2nd on the Square in downtown Glen Rose with the VIP Wine Pairing Dinner to take place at Barnard's Mill on Thursday September 30th.

- Street closing requested
 - Walnut Street between Barnard Street and Vine
 - Vernon Street between Pecan and Elm
 - Elm Street between Barnard and Vine
- Potential street closing for a Back Yard Chef's BBQ Contest (TBD)*
 - Walnut St between Barnard and Grace Streets
 - Local merchant/s have been consulted
- Consulting with the Somervell County Tourism Director, the decision to limit ticket sales at 3,000. 2,500 advanced tickets and 500 day off tickets
- * There is a proposed BBQ Cook-off event to be held on Walnut street which will be limited to about 20 teams. Brookshires has donated \$500 to be used for food purchases. This event is still in the planning stages.
- Charities supported. (80% of the net revenues divided between the following)
 - Somerville County Cancer Support Society
 - Papa's Pantry
 - Paluxy River Children's Advocacy Center
- City and County Law Enforcement and Emergency officials have been notified.
- No food trucks will be placed in front of City or County facilities.
- Plan for festival cleanup is in place

REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

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

Full Name: Glen Rose Wine + Art Festival (501c3) Mailing
 Address: P.O. Box 1019 Glen Rose, TX 76043 Phone: Scott Gipson cell
 Number: 817-291-8367 Fax Number: Michelle Fisher cell 254.396.1033 Email: forms@glenrosewinefest.com

Are additional sheets or supporting materials attached? Yes ☒ No

I request that this item be placed on the agenda for the Tues. Sept 14, 2021 City Council meeting.

Description of Item: Application for temporary street closures:
Friday 10/1 + Saturday 10/2 for Walnut j. Vernon + Elm
(around the Court house) we would also request the
East side of Walnut - across Barnard Street - for
BBQ Backyard Contest

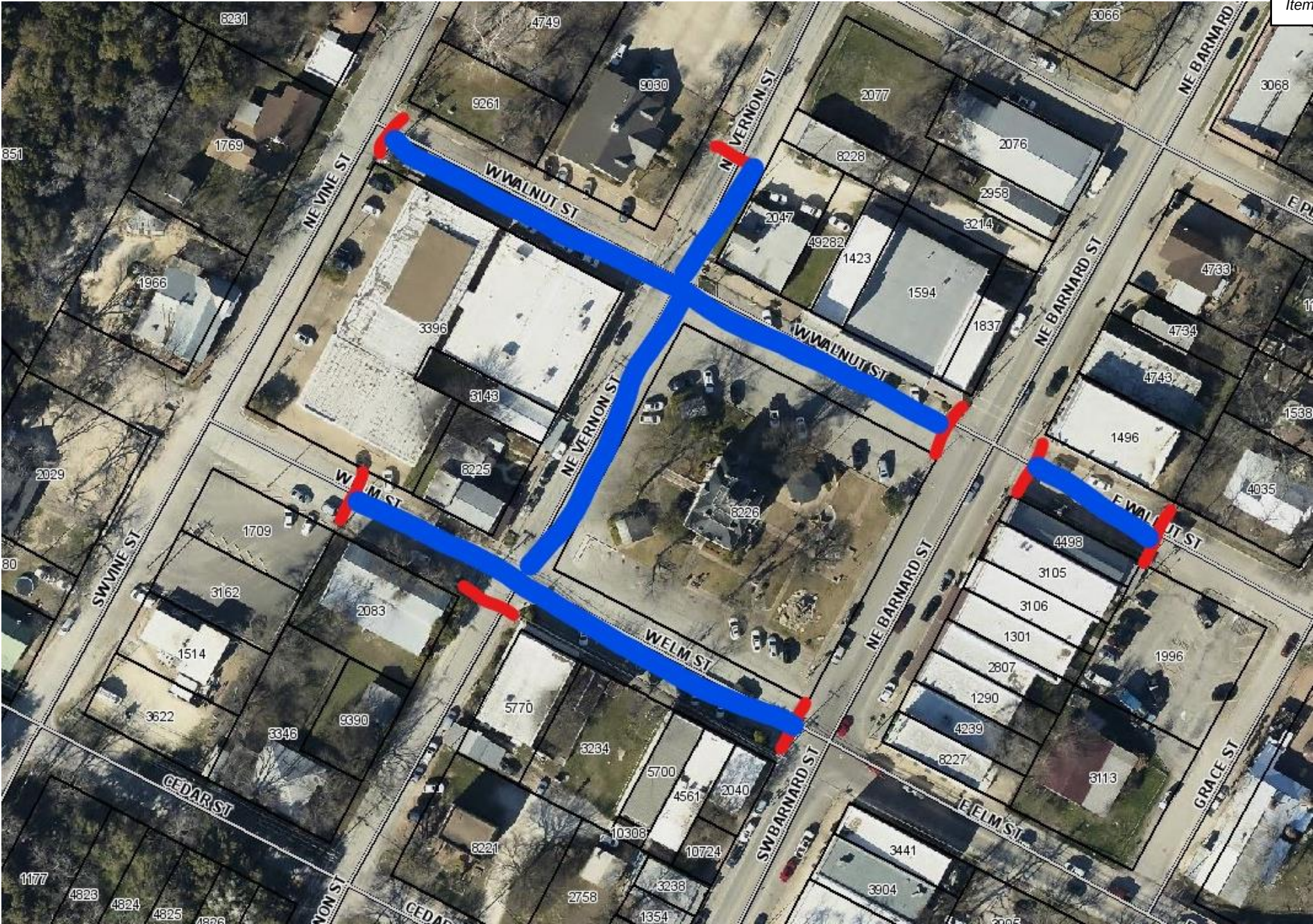
Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

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

Signature: Michelle Fisher
Secretary, GRWA

Date: 8.16.2021





CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding a Special Alcohol Use Permit for the downtown square for the Fall 2021 Wine and Art Festival.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Wine Festival permit request		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve as presented.			



CITY OF GLEN ROSE

SPECIAL ALCOHOL USAGE PERMIT APPLICATION

201 NE Vernon, P.O. Box 1949, Glen Rose, TX 76043
City Hall Phone: 254-897-2272

The purpose of this application is to obtain special approval of alcohol consumption on a public property in Glen Rose, TX.

This application must be submitted along with a complete event description to the City Secretary's office no less than thirty (30) days prior to the event and must be presented to and voted upon by the Glen Rose City Council as outlined in the minutes dated January 12, 2015. This application will either be approved, approved with conditions, denied, or more information may be requested by the Glen Rose City Council. In the event requiring a street closure, applications must be submitted no less than ninety (90) days in advance. Due to Texas Department of Transportation requirements, closure of any state highway for more than six (6) hours will require sixty (60) days notification to the City. You will be notified in writing or by telephone of the application outcome, following the scheduled City Council meeting in which this application is addressed.

APPLICANT INFORMATION

TODAY'S DATE: 8.16.2021 FORM COMPLETED BY: Michelle Fisher, Secretary
EVENT NAME: Glen Rose Wine & Art Festival (501c3)
EVENT CONTACT NAME: Michelle Fisher & Scott Gripson (President)
EVENT CONTACT MAILING ADDRESS: PO Box 1019 Glen Rose, TX 76043
PHONE# Michelle 254.396.1033 CELL# Scott 817.291.8367
EMAIL: forms@glenrosewinefest.com WEBSITE: glenrosewineandartfestival.org

SPONSORING ORGANIZATION INFORMATION (IF APPLICABLE)

NAME: _____ ADDRESS: _____
HEAD OF ORGANIZATION: _____ PHONE# _____

EVENT LOCATION AND DESCRIPTION

DESIRED EVENT LOCATION: Glen Rose Square / Somervell County
OCCURRENCE OF EVENT: ANNUAL ☒ (SINCE 2019) ONE TIME _____ OTHER _____
LENGTH OF EVENT: ONE DAY _____ MULTI DAY _____ OTHER: _____
START DATE 10 / 1 / 2021 END DATE 10 / 2 / 2021 FROM 10 AM/PM TO 10 AM/PM
ALCOHOL WILL BE: SERVED BY HOST _____ BYOB _____ OTHER: provided by our wine vendors in a taste testing method

TYPE OF EVENT

EVENT DESCRIPTION: (PLEASE ATTACH WITH APPLICATION)

☐ FIREWORKS DISPLAY ☐ CONCERT ☐ MARATHON/RACE
☐ PARADE ☐ CARNIVAL ☒ FESTIVAL
☐ PRIVATE PARTY ☐ OTHER _____

ADDITIONAL COMMENTS: _____

EXPECTED ATTENDANCE: 3,000

NUMBER OF OFFICERS REQUIRED FOR SECURITY _____ (As determined by Police Chief)

Chief Martin = ① Sheriff Office = ① EMT = ①

ADDITIONAL QUESTIONS

WILL ANIMALS BE IN CONJUNCTION WITH THE EVENT? YES _____ NO ☒

IF YES, HOW MANY? _____

WILL LOUD SPEAKERS BE USED IN CONJUNCTION WITH THE EVENT?

YES ☒ NO ☐ (Music artists)

IF YES, WHAT ARE THE HOURS LOUD SPEAKERS WILL BE USED? Friday 10.1.2021 4 AM/PM - 9 AM/PM

Saturday 10.2.2021 11am - 8:30pm

APPLICANT RESPONSIBILITIES

1. Applicant will clean the grounds, remove equipment, and restore the permitted site after the event.
2. The applicant is responsible for providing parking assistance.
3. Adequate policing for crowd control must be provided by applicant.
4. The applicant will not nail, staple, or otherwise attach any event-connected signs to any building, guard post, sign post, utility pole or tree.
5. Admission to the event will not be limited to membership nor will any discrimination be made against a person because of race, creed, sex, color, age or national origin in conducting the event. Admission to view the event will be open to the general public without discrimination on the grounds of race, creed, sex, color, age or national origin. Participation in the event may be limited to members of the sponsoring group, provided that the group does not unlawfully discriminate against participation in the event on grounds of race, creed, sex, color, age or national origin. Request for Special Events Application citing special circumstances for participation requiring gender or age discrimination must be accompanied by an exceedingly persuasive justification.
6. If necessary, the applicant will furnish a map showing the area where the special event is to be conducted.
7. Alcoholic beverages are prohibited except in designated areas only.

8. Other conditions in connection with this event are as follows:

(on the square)
Each winery will have their own vendor booth space w/ proper TBAC permits. Festival attendees must purchase 2 GrowlF wine tasting ticket to be able to consume wine tasting in the designated serving areas. We would also like to include local restaurants that serve alcoholic beverages/beer to be

All Facilities Requested

included in this permit. It would be their business responsibility to provide the appropriate containers for AB - aka Labeled plastic cups with the Business Name on it.

1. _____
2. Will Need access for Electricity on square Light poles
3. We will provide a princess port-a-potty
4. _____
5. _____

Charges for requested facilities:

1. _____
2. _____
3. _____
4. _____
5. _____

CITY PERSONNEL USE ONLY

DATE RECEIVED: ____ / ____ / ____ APPROVED ____ DENIED

SIGNATURE OF OFFICIAL: _____ DATE: _____

ADDITIONAL COMMENTS:



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding request for authorization to use temporary signs for the Fall 2021 Wine and Art Festival.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Request to add item to the agenda		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			
Move to approve as presented.			

REQUEST TO PLACE ITEM ON CITY COUNCIL AGENDA

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

Full Name: Glen Rose Wine + Art Festival (501c3) Mailing
 Address: P.O. Box 1019 Glen Rose, TX 76043 Phone: Scott + Grierson cell
 Number: 817-291-8367 Michelle Fisher cell Fax Number: 254-396-1033 Email: for ms@ glenrosewine fest.com

Are additional sheets or supporting materials attached? Yes ☒ No

I request that this item be placed on the agenda for the Tues. Sept 14, 2021 City Council meeting.

Description of Item: application for temporary portable signs advertising Wine + Art festival on the square to be located on East + West Highway 67 - property owners signed release to be presented @ the City Council meeting.

Sponsoring Councilperson (if applicable) _____

(Use additional pages if needed)

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

Signature: Michelle Fisher

Date: 8.16.2021

Secretary, GRWA



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding request from the Fire Marshal's office to make portions of Sheppard Street "No Parking" Zones.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Request to add item to the agenda		
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.			

Somervell County Fire Department

Fire Marshal Office

111 Shepard St.

Glen Rose, TX 76043

Item 14.



8-26-2021

Business Name: Somervell County Fire Department

Address: 111 Shepard St.

Issue: Parking on Shepard St.

City of Glen Rose - Code Enforcement Officer

The Fire Department is having a problem pulling out of the fire station onto Shepard St., due to vehicles parking on the east part of the street curb.

The Fire Department is requesting "No Parking" signs along the east part of the curb on the street from the 110 block of Shepard St. to Holden St. at the Stop sign, and one "No Parking" sign on west curb on the fire department property.

The Fire Marshal's Office talked to Glen Rose ISD on 8-26-2021 and they are onboard with the "No Parking" signs on Shepard St.

Respectfully

Bradley Smith

Fire Marshal

brad.smith@co.somervell.tx.us

254-897-2135

Google Maps Glen Rose Fire Department



Imagery ©2021 Maxar Technologies, Map data ©2021 50 ft

Item 14.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on eHT work order for Valley View Street paving improvements.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/07/2021
EXHIBITS:	eHT Work Order #37 for Valley View Street Paving Improvements		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The FY 2021-22 Budget includes funds for paving improvements to Valley View Street. The first step in moving this project forward will be to issue a work order for the engineering. Staff asked Chris Hay, PE of eHT Engineering to provide the attached work order for Council's consideration.			
RECOMMENDED ACTION:			
Move to approve the eHT work order for Valley View Street paving improvements.			



May 19, 2021

Honorable Julia Douglas, Mayor
City of Glen Rose
201 NE Vernon Street
Glen Rose, Texas 76043

Re: Project No. 5722, Work Order No. 37 under General Services Agreement
Valley View Street Paving Improvements

Dear Mayor Douglas:

The City of Glen Rose is requesting Enprotec / Hibbs & Todd, Inc. (eHT) to provide the following engineering and surveying services for the reconstruction of approximately 850 linear feet of Valley View Street to replace existing, damaged pavement.

The services to be performed include the Basic Services as detailed in the scope of services shown in *Exhibit A*, attached. The work is authorized under the terms and conditions of the General Services Agreement dated February 11, 2013 between the City of Glen Rose and eHT. The compensation for services shall be for a lump sum amount of \$39,000.00, in accordance with the breakdown shown in *Exhibit B*. Upon execution, this Work Order authorizes eHT to invoice for the above-referenced services.

Please sign this Work Order, keep a copy for your files, and return a copy to me.

City of Glen Rose

Enprotec / Hibbs & Todd, Inc.

Julia Douglas
Mayor
Date: _____

Chris Hay, P.E.
Associate Vice President
Date: 05/20/2021

Attachments: *Exhibits A and B*

Environmental, Civil & Geotechnical Engineers

Abilene Office
402 Cedar
Abilene, Texas 79601
P.O. Box 3097
Abilene, Texas 79604
325.698.5560 | 325.691.0058 fax

Lubbock Office
6310 Genoa Avenue, Suite E
Lubbock, Texas 79424
806.794.1100 | 806.794.0778 fax

www.e-ht.com

Granbury Office
1310 Weatherford Highway, Suite 116
Granbury, Texas 76048
682.498.6000 | 682.498.6293 fax

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

Work Order 37
Exhibit "A"
Scope of Services

Attached to and Incorporated into by Reference the Work Order No. 37

SECTION A - BASIC ENGINEERING SERVICES

The ENGINEER shall furnish BASIC ENGINEERING SERVICES as follows in accordance with the GENERAL PROVISIONS of the Agreement. Performance of the services requested during this phase will be initiated by the ENGINEER promptly and after the OWNER issues a written authorization to proceed.

I. Design Phase

A. ENGINEER shall:

1. Consult with the OWNER to define and clarify OWNER's requirements for the Project and available data.
2. Identify, consult with, and analyze requirements of governmental authorities having jurisdiction to approve the portions of the Project designed or specified by ENGINEER.

B. After acceptance by OWNER of the defined project scope and design requirements of the Project desired by OWNER, ENGINEER shall:

1. On the basis of the above acceptance, selection and authorization, prepare Design Phase documents consisting of final design criteria, drawings, specifications and written descriptions of the Project.
2. Advise OWNER if additional reports, data, information, or Services of the types not contained in this Agreement are necessary and assist OWNER in obtaining such reports, data, information, or Services.
3. Based on the information contained in the Design Phase documents, submit a revised opinion of probable construction cost and any adjustments to Total Project costs known to ENGINEER.
4. Perform or provide the following additional Design Phase tasks or deliverables at the 90% completion level:
 - a. Furnish the Design Phase documents to and review them with the OWNER.
 - b. Submit to OWNER 3 copies of the Design Phase documents and revised opinion of probable construction cost.

- C. After acceptance by OWNER of the Design Phase documents and revised opinion of probable construction cost, but subject to any OWNER directed modifications or changes in the scope, extent, character, or design requirements of or for the Project, ENGINEER shall:
1. On the basis of the above acceptance, direction and authorization, prepare final Drawings indicating the scope, extent, and character of the Work to be performed and furnished by Contractors. Specifications will be prepared, where appropriate, in general conformance with the North Central Texas Council of Governments (NCTCOG).
 2. Advise OWNER of any adjustments to the opinion of probable construction cost and any adjustments to Total Project Costs known to ENGINEER.
 3. Prepare and furnish Bidding Documents for review and approval by OWNER, its legal counsel, and other advisors, as appropriate, and assist OWNER in the preparation of other related documents.
 4. Submit 3 final copies of the Bidding Documents and a revised opinion of probable Construction Cost to OWNER. Print additional copies of documents as required during bidding.
- D. The prime contracts for Work designed or specified by ENGINEER upon which the ENGINEER's compensation has been established under this Agreement are as follows:
1. Reconstruction of approximately 850 linear feet of Valley View Street to replace existing, damaged pavement.

II. Bidding Phase

- A. After acceptance by OWNER of the Bidding Documents, ENGINEER shall:
1. Assist OWNER in advertising for and obtaining bids and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, and receive and process Contractor deposits or charges for the Bidding Documents.
 2. Issue Addenda as appropriate to clarify, correct, or change the Bidding Documents.
 3. Consult with OWNER as to the acceptability of subcontractors, suppliers, and other individuals and entities proposed by Contractor for those portions of the Work as to which such acceptability is required by the Bidding Documents.
 4. Attend the Bid opening, prepare Bid tabulation sheets, and assist OWNER in evaluating Bids or proposals (including a written recommendation for contract award) and in assembling and awarding contracts for the Work.

III. Contracting Phase

- A. Make periodic visits to the site to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the plans, specifications, and contract documents; the Consultant will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the work; the Consultant will not be responsible for the techniques and sequences of construction and the Consultant will not be responsible for the Client's and/or the Contractor's failure to perform the construction work in accordance with the plans, specifications, and contract documents; and during such visits and on the basis of the Consultant's on-site observations as an experienced and qualified design professional, the Consultant will keep the Client informed of the progress of the work and will endeavor to guard the Client against defects and deficiencies in the work of the Client and/or the Contractors, and will disapprove work as failing to conform to the plans and specifications, and contract documents.
- B. Check samples, catalog data, shop drawings, laboratory, shipping and mill tests of materials and equipment and other data which the Contractor is required to submit, only for the conformance with the design concept of the Project and compliance with the information given by the plans, specifications, and contract documents; and accept or frequent all such submittal data furnished by the Contractors, materials used, and work performed by the Contractor as either complying or not complying with the intent of the plans, specifications and contractor documents.
- C. Consult and advise the Client, act as the Client's representative at the Project site, issue all instructions of the Client to the construction contractors that do not conflict with good engineering practice, and prepare routine change orders as required.
- D. Based on the Consultant's on-site observations as an experienced and qualified design professional and on the Consultant's review of the Contractor's applications for payment, determine the amount owing to the Contractor in such amounts; such approvals payment to constitute a representation to the Client, based on such observations and review and data comprising such applications, that the work has progressed to the point indicated and that, to the best of the Consultant's knowledge, information, and belief, the quality of work is in accordance with the plans, specifications and contract documents, subject to the result of the subsequent testing called for in the specifications and contract documents and any qualifications stated in the approval.
- E. Conduct, in company with the Client's representative, a final inspection of the Project for conformance with the design concept of the Project and compliance with the plans, specifications, and contract documents, and prepare a list of construction deficiencies for Contractor remedy, and recommend in writing final payment to the Contractor.
- F. Make an inspection of the Project prior to expiration of the guarantee period and reporting observed discrepancies under guarantees provided by the construction contract.
- G. Prepare resolution for consideration by the Client for acceptance of the completed project.

- H. Furnishing the Client, a set of record prints of drawings and addendum drawings showing those changes made during the construction period, based upon the marked up prints, drawing, and other data furnished by the Contractor the Consultant and which Consultant considers to be significant.

SECTION B - ADDITIONAL ENGINEERING SERVICES

The following Additional Engineering Services shall be provided by the ENGINEER upon written authorization by the OWNER.

I. Designated Additional Engineering Services

- A. Provide necessary field surveys and utility mapping for design purposes. Utility mapping will be based upon information obtained from utility owners or operator.
- B. Provide a geotechnical investigation and pavement design recommendations.
- C. Provide construction materials testing during construction.
- D. Provide construction staking to set control points for Contractor.

II. Potential Additional Engineering Services

- A. Services resulting from significant changes in the scope, extent, or character of the portions of the Project designed or specified by ENGINEER or its design requirements including, but not limited to, changes in size, complexity, OWNER's schedule, character of construction, or method of financing; and revising previously accepted studies, reports, Drawings, Specifications, or Contract Documents when such revisions are required by changes in Laws and Regulations enacted subsequent to the Effective Date of this Agreement or are due to any other caused beyond ENGINEER's control.
- B. Furnishing services of ENGINEER's Consultants for other than Basic Services or designated Additional Engineering Services.
- C. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, project peer review, value engineering, and constructability review request by OWNER; and performing or furnishing services required to revise studies, reports, Drawings, Specifications, or other Bidding Documents as a result of such review processes.
- D. Preparing additional Bidding Documents or Contract Documents for alternate bids or prices requested by OWNER for the Work or a portion thereof, not specifically set-out in this Agreement as a separate Prime Contract.
- E. Assistance in connections with Bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services.

- F. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current Laws and Regulations.
- G. Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other dispute resolution process related to the Project, with the exception of land and/or rights-of-way condemnation proceedings set forth under designated Additional Engineering Services.
- H. Other services performed or furnished by ENGINEER not otherwise provided for in this Agreement.

Work Order 37
Exhibit "B"
Payment

Attached to and Incorporated into by Reference the Work Order No. 37

This Exhibit, referred to in and part of the Agreement between the OWNER and ENGINEER, establishes the compensation to be paid to the ENGINEER for the services outlined under Exhibit A.

I. For Basic Services Having a Determined Scope - Lump Sum Method of Payment

A. OWNER shall pay ENGINEER for Basic Services set forth in Exhibit A, as follows:

1. Lump Sum Amount of \$25,000.00 for Basic Services based on the following assumed distribution of compensation. ENGINEER may alter the distribution of compensation between individual phases noted herein to be consistent with services actually rendered, but shall not exceed the total Lump Sum amount unless approved in writing by the OWNER.

TASK I	Design Documents	\$	17,000.00
TASK II	Bidding Phase	\$	3,000.00
TASK III	Construction Administration	\$	5,000.00

2. The Lump Sum includes compensation for ENGINEER's services and services of ENGINEER's Consultants, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor, overhead, profit, and reimbursable expenses.
3. The portion of the Lump Sum amount billed for ENGINEER's services will be based upon ENGINEER's estimate of the proportion of the total services actually completed during the billing period to the Lump Sum.

II. For Designated Additional Engineering Services Having a Defined Scope-Lump Sum Method of Payment

A. OWNER shall pay ENGINEER for designated Additional Engineering Services having a defined scope set forth in Exhibit A as follows:

1. Lump Sum Amount of \$5,000.00 for design field surveying.
2. Lump Sum Amount of \$3,000.00 for a geotechnical investigation.
3. Lump Sum Amount of \$2,000.00 for construction staking.
4. Lump Sum Amount of \$4,000.00 for construction materials testing.

III. For Additional Engineering Services Not Having a Defined Scope - Time and Expense Method of Payment

A. OWNER shall pay ENGINEER for services not having a defined scope in accordance with the attached Schedule of Charges. Services will not be performed unless authorized in writing by the OWNER.

Enprotec / Hibbs & Todd, Inc.
HOURLY CHARGES FOR PROFESSIONAL SERVICES (2021)

Charges include all salaries, salary expense, overhead, and profit.

Principal	\$ 220.00 per hour
Senior Project Manager	180.00 per hour
Project Manager.....	160.00 per hour
Senior Engineer / Geologist	145.00 per hour
Project Engineer / Geologist	130.00 per hour
Staff Engineer I / Geologist I	115.00 per hour
Staff Engineer II / Geologist II	100.00 per hour
RPLS I.....	145.00 per hour
RPLS II.....	95.00 per hour
Operations Specialist / Regulatory Compliance Specialist.....	140.00 per hour
Contract Operator (Certified Class B Water Operator)	100.00 per hour
Engineering / Field Technician I.....	135.00 per hour
Engineering / Field Technician II.....	110.00 per hour
Engineering / Field Technician III.....	85.00 per hour
Survey Tech I.....	85.00 per hour
Survey Tech II.....	65.00 per hour
CAD I	130.00 per hour
CAD II	100.00 per hour
CAD III	65.00 per hour
Administrative	70.00 per hour
Survey Party	225.00 per hour - 3 man
.....	200.00 per hour - 2 man
.....	175.00 per hour - 1 man
Expense Items	
Consultants, Contractors & Supplies	Cost plus 10%
Travel (out of town only).....	Current IRS rate per mile
Lodging and meals (out of town trips)	Actual cost



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a Resolution making nomination(s) to the Somervell Central Appraisal District Board of Directors.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Letter and attachments from Chief Appraiser Rollen		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
The City Council has an opportunity to make up to 5 nominations to the SCAD Board of Directors. Later, the City will have an opportunity to cast its 82 votes. There are a total of 5,000 votes which are split up between the various taxing entities based on the size of their tax levy. Anyone nominated by the City will have to receive support from one or more of the other taxing entities to have a chance at getting elected.			
RECOMMENDED ACTION:			
Submit nomination(s) by adopting the attached resolution.			

Somervell Central Appraisal District

112 Allen Drive

Glen Rose, Texas 76043

254.897.4094

254.897.3258

Somervellcad.net

August 25, 2021

City of Glen Rose
C/O: Michael Leamons
201 NE Vernon Street
Glen Rose, Texas 76043

Dear Mr. Leamons,

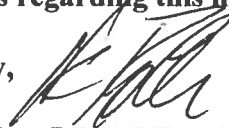
An election will be held this coming December to determine who will serve on the Board of Directors for the Central Appraisal District of Somervell County for the years 2022 and 2023. The board consists of five members.

In accordance with Section 6.03(d) of the Texas Property Tax Code, we have calculated the number of votes to which each taxing unit in our district is entitled. As indicated on the calculation enclosed, City of Glen Rose is entitled to 82 votes. Please submit the name(s) of any nominee(s) (up to five persons), by resolution adopted by your governing body, to me on or before October 15, 2021. (A sample resolution is enclosed). Legislation prohibits nominations received after this date from appearing on the ballot.

I will then prepare a ballot listing the candidates, and deliver a copy of the ballot to you before November 1, 2021. Your governing body will then determine its vote by resolution and submit it to me on or before December 15, 2021. At the time, I will count the votes, declare the results to you and to the candidates prior to December 31, 2021.

As you can see, timeliness is very important. Please let me know if you have any questions regarding this matter.

Sincerely,


Wes Rollen, RPA, RTA, CCA
Chief Appraiser

CALCULATION OF VOTES OF BOARD OF DIRECTORS FOR 2022-2023

<u>TAXING ENTITY</u>	<u>2020 LEVY</u>	<u>PORTION OF TOTAL LEVY IN DISTRICT</u>	<u>X 1000 X 5 SEATS = NUMBER OF VOTES</u>
GLEN ROSE ISD	\$24,304,433.22	0.5466	2733
SOMERVELL COUNTY	\$12,260,837.44	0.2757	1379
SOMERVELL COUNTY WATER DISTRICT	\$3,206,678.67	0.0721	361
CITY OF GLEN ROSE	\$732,784.00	0.0165	82
GRANBURY ISD	\$110,124.48	0.0025	12
THREE WAY ISD	\$60,215.57	0.0014	7
WALNUT SPRINGS ISD	\$10,542.26	0.0002	1
HOSPITAL DISTRICT	\$3,778,412.34	0.0850	425
TOTAL ALL TAXING UNITS	44,464,027.98	1.0000	5000

NOTE: IT REQUIRES AT LEAST 834 VOTES TO SECURE ONE
NOMINEE TO A POSITION ON THE BOARD.

(SAMPLE RESOLUTION)

**RESOLUTION BY _____ AFFIRMING THE
NOMINATION(S) FOR CANDIDATE(S) FOR THE BOARD OF DIRECTORS
FOR THE SOMERVELL CENTRAL APPRAISAL DISTRICT, TEXAS.**

**This is to affirm that _____ on this the _____ day
of _____, 2021, did move and approve the following nomination(s).
Furthermore, said candidate(s) is(are) eligible for election to the Board of Directors
of the Somervell Central Appraisal District for the 2022-2023 term.**

NOMINATION(S)

VOTING FOR:

VOTING AGAINST:

**Said resolution was moved and approved on this the _____ day of
_____, 2021.**

Certified by:

Attest:



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on a resolution amending computer fraud prevention policy.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Resolution amending computer fraud prevention policy		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
When the City first secured computer fraud coverage, TML required the City to adopt a computer fraud prevention policy. Staff has proposed a revised policy incorporating additional safeguards for Council's consideration.			
RECOMMENDED ACTION:			
Move to approve the resolution adopting an amended computer fraud policy as presented.			

COMPUTER FRAUD PREVENTION POLICY

Adopted February 10, 2020; Amended 9-14-2021

I. Establishing New ACH Accounts

New vendors requesting payment by ACH should return the ACH payment request form with their W9 form and first invoice. Forms should accompany a copy of a voided check or a letter from the financial institution where the account is held. Vendor contact information on the form will be cross-referenced with contact information currently on file with the purchasing office or accounts payable. The supervisor of the employee processing a new ACH account shall review and approve all applications prior to the account being opened.

II. Making Revisions to Existing ACH Accounts

Vendors requesting to make changes to ACH instructions currently on file will also be requested to supply the information currently on file as a double-check. Email requests will be followed up with a phone call to the phone number currently on file with purchasing or accounts payable, and not the phone number or email address supplied with the request. This is to ensure that the request came from the vendor and not a fraudulent email address. The supervisor of the employee making revisions to an existing ACH account shall review and approve all changes prior to final implementation.

III. Investigating Suspicious E-Mail Addresses

If uncertain if a vendor's email address is fraudulent, we should investigate previous emails/invoices from the vendor and/or have the IT staff or contractor review the email string to evaluate the validity of the address.

IV. Anti-fraud Training

Employees responsible for processing wire transfers shall be provided anti-fraud training, including but not limited to detection of social engineering, phishing, business email compromise, and other scams.

V. Confirmation of Wire Transfer Requests

Internal requests for wire transfers shall be confirmed by another means other than the one originally used to make the request.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on amending Resolution #2020-34 regarding the time and place of 2021 City Council meetings.		
PREPARED BY:	City Administrator Leamons	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Resolution #___ Amending Resolution #2020-34		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
Mayor Douglas asked that this item be included on the agenda to provide the Council additional opportunities to meet since the Council isn't able to call special meetings with its current situation where three Councilmembers are actively participating in meetings on a regular basis.			
RECOMMENDED ACTION:			
Move to approve or deny as presented.			

**CITY OF GLEN ROSE
RESOLUTION #2021-_____**

A RESOLUTION OF THE CITY OF GLEN ROSE, TEXAS, AMENDING RESOLUTION 2020-34 REGARDING DESIGNATING THE TIME AND PLACE OF REGULAR COUNCIL MEETINGS.

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

WHEREAS, Section 22.038(a) of the Texas Local Government Code requires that the Governing Body of a Type A General Law municipality adopt a resolution determining the time and place of its regular meetings; and,

WHEREAS, subsequent to the adoption of Resolution #2020-34 on December 14, 2020, the City Council decided it would be advantageous to meet on Tuesdays instead of Mondays;

WHEREAS, on May 25, 2021, the City Council decided to include some additional regular meeting dates to accommodate negotiations with Somervell County on interlocal agreements and real property issues; and,

WHEREAS, on September 14, 2021, the City Council decided to include some additional regular meeting dates in the event they are needed.

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

Determines to conduct its regularly scheduled Council Meetings at City Hall at 201 NE Vernon Street at 5:30 p.m. on all dates except for June 1st, 7th and 14th , which will be held at The EXPO Center located at 202 E Gibbs Blvd, Glen Rose and to amend Resolution #2020-34 to revise the schedule of regular meetings to include all of the following:

January 12, 2021	July 13 and 27, 2021
February 9, 2021	August 10 and 24, 2021
March 9, 2021	September 14, 22, 28, and 29, 2021
April 13, 2021	October 12, 13, and 26, 2021
May 11 and 25, 2021	November 9, 2021
June 1, 7, 8, 14 and 22, 2021	December 14, 2021

Passed and approved this the 14th day of September, 2021.

Approved:

ATTEST:

Julia Douglas, Mayor

Stephanie Ritchie, City Secretary



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action regarding election equipment, election contract, and options for the City's future elections.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:	Proposed Interlocal Agreement; Proposed Lease of equipment; ESS Quotes		
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

INTERLOCAL COOPERATION CONTRACT
FOR
LEASE AND USE OF VOTING EQUIPMENT BETWEEN
SOMERVELL COUNTY and THE CITY OF GLEN ROSE
for
NOVEMBER 2, 2021 GENRL ELECTION

THIS AGREEMENT is made and entered into by and between the COUNTY OF SOMERVELL, hereinafter referred to as "County or Lessor", THE CITY OF GLEN ROSE, hereinafter referred to as "City or Lessee", and pursuant to the provisions of Chapter 791 of the Texas Government Code entitled "InterLocal Cooperation Contracts".

RECITALS

WHEREAS, County owns certain electronic voting equipment, more specifically described hereinafter; and

WHEREAS, City has a need for the use of such equipment; and

WHEREAS, County and City wish to make provisions setting out the rights and obligations of each of the parties hereto in connection with such an agreement.

NOW THEREFORE, for and in consideration of the mutual promises, covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, County and City hereby agree as follows:

AGREEMENT

1. **Purpose of Agreement and Authority:** Lessor and Lessee have determined that it is in the public interest of the residents living within the jurisdiction of Lessor and Lessee that the following InterLocal Agreement be made and entered into wherein, Lessee hires from Lessor its electronic voting equipment to be used by Lessee in certain elections which Lessee shall conduct.
2. **Term:** The term of this Agreement shall begin upon the approval of this Agreement by both Lessor and Lessee and shall continue for a period of one (1) year from that date. This Agreement may be modified at any time during its term, by a writing signed by duly appointed representatives of each party.
3. **Rental:** The rental fee for one 1 DS200 is \$575.00, 1 ExpressVote BMD Terminal is \$332.50 and 1 pollpad with drivers license scanner and ballot printer is \$310.00. Total charges are based on number of units and days used. Prices for each unit is 10% of purchase price.
- 4.

Note: A "day of use" shall be defined as any day in which Lessee is actually conducting an election. It does not include any day when the equipment may be in Lessee's possession, but is not actually being used by Lessee for election purposes. In addition, Lessee shall pay to Lessor the sum of Two Hundred Fifty and No/100 Dollars (\$250.00) per election for labor for the term of this Agreement.

[**Note:** The term "labor", as used herein, refers to time spent by employee(s) of Lessor in order to "make ready" the leased equipment for the conduct of an election by the Lessee.] In the event that another Lessee (or other Lessees) are also conducting an election at the same time, and are using equipment belonging to Lessor, then the \$250.00 fee shall be divided equally between all Lessees.

5. **Use:** Lessee shall use the electronic election equipment and supplies described in Exhibit "A", which is attached hereto and incorporated herein for all purposes, in a careful and proper manner. Lessee agrees to comply with any and all reasonable instructions given by the Elections Administrator of Somervell County, Texas, and the Manufacturer's manual as to the use and operation of said electronic election equipment, as well as any laws, ordinances, or regulations relating to the possession, use, and maintenance of the electronic election equipment, and shall limit its use only for the purposes of holding the election described herein.
6. **Condition of Equipment Upon Receipt:** Lessee shall inspect the electronic election equipment within eight (8) hours after receipt of same. Unless Lessee gives written notice to Lessor within said period of time, specifying any defects in, or other proper objections to the condition of said equipment, Lessee agrees that it shall be conclusively presumed, between Lessor and Lessee, that Lessee has fully inspected the equipment and that same is in good condition and repair, and that Lessee is satisfied with and has accepted the equipment as such.
7. **Inspection:** Lessor shall at all reasonable times, during the election being conducted by Lessee, have the right to enter on the premises where the election is being held for the purposes of inspecting the equipment and observing its use.
8. **Alterations:** Lessee acknowledges that the equipment is technical and Lessee shall make no alterations, nor attempt to make alterations to the equipment without obtaining prior written permission from the Elections Administrator of Somervell County, Texas.
9. **Maintenance and Repair:** Lessee at its own cost and expense shall keep the leased equipment in good repair, condition and working order and shall see that the election equipment is not subject to careless use or abuse.
10. **Loss and Damage:** Lessee assumes all risk of loss or damage to the electronic election equipment from any cause. In the event of loss or damage to the equipment, Lessee shall, at the option of Lessor:
 - (a) repair the equipment, at the sole cost of Lessee, subject to any coverage of warranty by the manufacturer;
 - (b) replace the equipment with like equipment in good repair, which equipment shall then become subject to this Agreement;
 - (c) pay Lessor for the equipment at the value listed for such equipment in Exhibit "A", attached hereto, which value shall be accepted as the "stipulated loss value". Upon such payment by Lessee, this Agreement shall terminate as to such equipment. In the event that the equipment paid for by Lessee under this subparagraph is "damaged", upon such payment by Lessee, Lessee shall become the owner of such "damaged" equipment.
11. **Indemnity:** Subject to the provisions of the Texas Tort Claims Act, Lessee shall indemnify Lessor against and hold Lessor harmless from all claims, actions,

proceedings, costs, damages and liabilities, including attorney's fees arising out of, connected with, or resulting from the lease of the electronic election equipment, including without limitation the selection, delivery, use, operation, or return of the property.

12. **Default:** In the event of any noncompliance by Lessee of any term, covenant, or condition of this Agreement, shall, at the option of the Lessor, be deemed a "default", and Lessor may immediately terminate this Agreement and shall have the right to repossession of the equipment leased hereunder. Upon written notice to Lessee by Lessor of Lessor's option to terminate this Agreement, Lessee shall immediately surrender possession of the equipment to Lessor.
13. **Assignment of Lease:** This Agreement may not be assigned, or otherwise transferred, without the prior written consent of Lessor. Ownership of the electronic election equipment shall at all times remain the sole property of Lessor, and Lessee shall have no right, title or interest in the property, other than its use under the strict conditions of this Agreement.
14. **Applicable law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.

Please ☒ One

[] City elects to use 2 EXPRESS VOTE voting machines, 2 DS200 Precinct Scanner with Ballot Box and 2 Electronic Pollpad with driver's license scanner and ballot printer.(See Exhibit B)

DATED THE _____ DAY OF _____, 2021

SOMERVELL COUNTY
LESSOR

By: _____
Danny L. Chambers, County Judge

DATED THE _____ DAY OF _____, 2021

CITY OF GLEN ROSE
LESSEE

By: _____
Authorized Officer

APPROVED AS TO FORM BY:



ANDREW LUCAS, COUNTY ATTORNEY
SOMERVELL COUNTY, TEXAS

EXHIBIT "A"

- 1 – ES&S ADA ExpressVote BMD Terminal (Version 6.0.4.0)
Value: \$ 3,325.00

- 1 – DS200 Precinct Scanner (Version 6.0.4.0) with Ballot Box
Value: \$ 5,750.00

- 1 – Knowink Poll Pads (32GB) with Stand and Driver's License
holder and ballot printer
Value: \$ 310.00

EXHIBIT "B"

Equipment Rental breakdown 10% cost

Poll pads:

EV- $\$31.00 \times 1 \text{ machines} \times 7 \text{ days} = \$217.00$ ED- $\$31.00 \times 1 \text{ machines} = \$31.00$ **Total = \$248.00**

DS200:

EV- $\$575.00 \times 1 \text{ machine} \times 7 \text{ days} = \$4,025.00$ ED- $\$575 \times 1 \text{ machines} = \$575.00$ **Total = \$4,600.00**

Expressvotes:

EV- $\$332.50 \times 2 \text{ machines} \times 7 \text{ days} = \$4,655.00$ ED- $\$332.50 \times 2 \text{ machines} = \$665.00$ **Total= \$5,320.00****Total Equipment Rental Cost \$10,168.00**

**THE STATE OF TEXAS
COUNTY OF SOMERVELL**

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS JOINT ELECTION AGREEMENT AND CONTRACT for election services is made by and between the **CITY OF GLEN ROSE**, acting by and through the **Governing Body of CITY OF GLEN ROSE**, hereinafter referred to as the "City" and **SOMERVELL COUNTY, TEXAS**, acting by and through Christy Covey, Elections Administrator.

This joint election agreement and contract for election services ("Agreement") is made pursuant to Texas Election Code Section 31.092(b) and 271.002 for services and Texas Education Code Section 11.0581 for a joint General Election to be held on Tuesday, November 2, 2021 to be administered by Christy Covey, Somervell County Elections Administrator, hereinafter referred to as "Elections Administrator".

WHEREAS, each Party listed above plans to hold a general and/or special election on November 2, 2021.

WHEREAS, the County owns an electronic voting system, the ES&S DS200, Express vote Voting System, which has been duly approved by the Secretary of State pursuant to Texas Elections Code Chapter 122 as amended, and is compliant with the accessibility requirements for persons with disabilities set forth by Texas Election Code Section 61.012. Contracting political subdivision desires to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, it is agreed as follows:

I. ADMINISTRATION

The Parties agree to hold a "Joint Election" in accordance with Chapter 271 of the Texas Election Code and this Agreement. The Elections Administrator shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this Agreement. The "City" agrees to pay Somervell County for equipment, supplies, services, and administrative costs as provided in this Agreement. The Elections Administrator shall serve as the administrator for the Joint Election; however, each Party shall remain responsible for the decisions and action of its officers necessary for the lawful conduct of its election. The Elections Administrator shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of each Party as necessary.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The parties shall share a mutual ballot in those polling places where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballots styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Each Party shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or the City's governing body, charter, or ordinances, except that the Elections Administrator shall be responsible for the preparation and publication of all voting system testing notices that are required by the Texas Election Code.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of each participating authority, including translation to languages other than English. Each participating authority shall provide a copy of their respective election orders and notices to the Elections Administrator. Each Party shall approve the final form and wording of the proposed ballot.

III. VOTING LOCATIONS

The Elections Administrator shall select and arrange for the use of all Election Day voting locations. The proposed voting locations are listed in Exhibit A of the Agreement. All polling locations are compliant with the accessibility requirements established by Election Code Section 43.034 and the Americans with Disabilities Act (ADA). In the event that a voting location is not available or appropriate, the Elections Administrator will arrange for use of an alternate location with the assistance and approval of the City. The Elections Administrator shall notify the City of any changes from the locations listed in Exhibit A.

If polling places for the November 2, 2021 joint election are different from the polling places used in its most recent election, the Elections Administrator agrees to Post a notice no later than October 12, 2021 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the polling place names and addresses in effect for the November 2, 2021 election. This notice shall be written in both the English and Spanish languages.

IV. ELECTION JUDGES, CLERKS AND OTHER ELECTION PERSONNEL

Somervell County is responsible for the appointment of the presiding judge and alternate judge for each polling location in accordance with Chapter 32 of the Texas Election Code. The Elections Administrator shall make emergency appointments of election officials if necessary.

Upon request by the Elections Administrator, Political Subdivision agrees to assist in recruiting polling place officials who are bilingual (fluent in both English and Spanish).

The Elections Administrator shall notify election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to insure that all election judges appointed for the Joint Election are eligible to serve.

The Elections Administrator will arrange for the training and compensation of all election judges and clerks. The Elections Administrator will arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Administrator notifying him/her of their appointment, the time and location of training, the distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge will receive compensation at the hourly rate established by Somervell County pursuant to Texas election Code Section 32.091. The election judge will receive an additional sum for the picking up the election supplies prior to Election Day and for returning the supplies and equipment to the central precinct count center after the polls close.

The Elections Administrator may employ other personnel necessary for the proper administration of the election, including such part-time help as is necessary to prepare for the election, to ensure the timely delivery of supplies during early voting and on Election Day. Part-time personnel working as members of the Early Voting Ballot Board and/or central precinct count center on election night will be compensated at the hourly rate set by Somervell County.

V. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Administrator shall arrange for all election supplies and voting equipment including, but not limited to, official ballots, sample ballots, voter registration lists, and all forms, signs, maps and other materials used by the election judges at the voting locations. The Elections Administrator shall ensure availability of tables and chairs at each polling place.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap. The Elections Administrator shall provide the necessary voter registration information, maps, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election.

The City shall furnish the Elections Administrator a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot including titles and text in which the authority's ballot is to be printed. Each participating authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions.

The joint election ballots that contain ballot content for more than one joint participant because of overlapping territory shall be arranged in the following order. College District, Independent School District, City, and all other political subdivisions.

The Elections Administrator shall be responsible for the preparation, testing, and delivery of the voting equipment for the election as required by the Texas Election Code.

VI. EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the Elections Administrator as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. City agrees to appoint the Elections Administrator's county employees as deputy early voting clerks. The participating authorities further agree that the Elections Administrator may appoint other deputy early voting clerks to assist in the conduct of early voting as necessary, and that these additional deputy early voting clerks shall be compensated at an hourly rate set by Somervell County pursuant to Section 83.052 of the Texas Election Code.

Early Voting by personal appearance will be held at the location, dates, and times listed in Exhibit "B" of this Agreement. Any qualified voter of the Joint Election may vote early by personal appearance at the joint early voting location.

As Early Voting Clerk, the Elections Administrator shall receive applications for early voting ballots to be voted by mail in accordance with Chapter 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the participating authorities shall be forwarded immediately by fax or courier to the Elections Administrator for processing.

VII. EARLY VOTING BALLOT BOARD

The Elections Administrator is given authority to appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge, with the assistance of the Elections Administrator, shall appoint two or more additional members to constitute the EVBB. The Elections Administrator shall determine the number of EVBB members required to efficiently process the early voting ballots.

VIII. CENTRAL PRECINCT COUNT STATION AND ELECTION RETURNS

The Elections Administrator shall be responsible for establishing and operating the central precinct count station to receive precinct scanner PC card election results to be tallied, in accordance with the provisions of the Texas Elections Code and of this agreement.

The central precinct count station manager shall be responsible for releasing unofficial cumulative totals and precinct returns from the election to the joint participants, candidates, press, and general public by distribution of hard copies at the central precinct count station or electronic transmittals by facsimile (when so requested) and by posting to the Elections web page located at "www.somervell.co".

The Elections Administrator will prepare the unofficial canvass reports after all precincts have been counted, and will deliver a copy of the unofficial canvass to each political subdivision as soon as possible after all returns have been tabulated. Each Party shall be responsible for the official canvass of its respective election(s).

The Elections Administrator shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office.

IX. ALLOCATION OF COSTS

The participating authorities agree to share the costs of administering the Joint Election. Each Party agrees to pay the Somervell County Elections Administrator an administrative fee equal to ten percent (10%) of its total billable costs in accordance with section 31.100(d) of the Texas Election Code.

The Somervell County Elections Administrator shall deposit all funds payable under this contract into the appropriate fund(s) payable under this contract into the appropriate fund(s) with the county treasurer in accordance with Election Code Section 31.100(b).

X. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

The City may withdraw from this Agreement and the Joint Election should it cancel its election in accordance with Section 2.051-2.053 of the Texas Election Code. The withdrawing Party is fully liable for any expenses incurred by the Somervell County Elections Administrator on behalf of the City plus an administrative fee of (10%) of such expenses. Any monies deposited with the Elections Administrator by the withdrawing Party shall be refunded, minus the aforementioned expenses and administrative fee if applicable.

XI. RECORDS OF THE ELECTIONS

The Elections Administrator is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the Elections Administrator or at an alternate facility used for storage of county records. The Elections Administrator shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the Elections Administrator shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of each participating authority to bring to the attention of the Elections Administrator any notice of pending election contest, investigation, litigation or open records request which may be filed with the party.

XII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. Political Subdivision agrees that any recount shall take place at the offices of the Elections Administrator, and that the Elections Administrator shall serve as Recount Supervisor and the Political Subdivision's official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Administrator agrees to provide advisory services to the City as necessary to conduct a proper recount. Each Party agrees to pay any additional costs incurred by the Elections Administrator if a political subdivision requires a recount or the election is contested in any manner.

XIII. MISCELLANEOUS PROVISIONS

1. It is understood that to the extent space is available, other districts and political subdivisions may wish to participate in the use of the leased election equipment and voting places, and it is agreed that the Elections Administrator may contract with such other districts or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.
2. The Elections Administrator shall file copies of this document with the Somervell County Treasurer and the Somervell County Auditor in accordance with Section 31.099 of the Texas Election Code.
3. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.
4. This agreement shall be construed under and in accord with the law of the State of Texas, and all obligations of the parties created hereunder are performable in Somervell County, Texas.

5. In the event that one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
6. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.
7. The waiver by any party of a breach of any provision of this Agreement shall not operate as, or be construed as a waiver of any subsequent breach.
8. Any amendments of this Agreement shall be of no effect unless in writing and signed by all parties hereto.
9. Nothing in this Agreement shall authorize or permit a change in:
 - a. The officer with whom or the place at which any document or record relating to the election is to be filed;
 - b. The place at which any function is to be carried out;
 - c. The officers who will prepare the official canvass of the election returns;
 - d. The officer who will serve as custodian of the voted ballots or other election records; or
 - e. Any other nontransferable functions specified by Section 31.096 of the Texas Election Code.
10. The Election Administrator is the agent of the Governing Body for the purpose of contracting with third parties with respect to the election expenses within the scope of the Elections Administrator's duties. The Elections Administrator, however, is not liable should Somervell County fail to pay a claim.

XIV. COST ESTIMATES AND DEPOSIT OF FUNDS

The total estimated obligation for each Party under the terms of this agreement is listed below. Each Party agrees to pay the Somervell County Elections Administrator a deposit of approximately 75% of this estimated obligation no later than 15 days after execution of this agreement. Total cost shall be calculated after the November 2, 2021 Election, and if the amount of the City's total obligation exceeds the amount deposited, the City shall pay to the Elections Administrator the balance due within 30 days after receipt of the final invoice from the Elections Administrator. However, if the amount of the political subdivision's total obligation is less than the amount deposited, the Elections Administrator shall refund to the political subdivision the excess amount paid within 30 days after the final costs are calculated.

As partial payment of the estimated costs of \$ 24,873.42 under this Agreement, CITY OF GLEN ROSE has paid to Somervell County the sum of \$ 18,655.07 when this Agreement is executed and the election was called.

XV. JOINT CONTRACT ACCEPTANCE AND APPROVAL

IN TESTIMONY HEREOF, this Agreement has been executed on behalf of the Parties hereto as follows, to-wit:

- (1) It has on the _____ day of _____, 2021 been executed by the Somervell County Elections Administrator pursuant to the Texas Elections code so authorizing;
- (2) It has on the _____ day of _____, 2021 been executed on behalf of the City of Glen Rose, Texas pursuant to an action of City of Glen Rose.

ACCEPTED AND AGREED TO BY POLITICAL SUBDIVISION:

City of Glen Rose, City Secretary

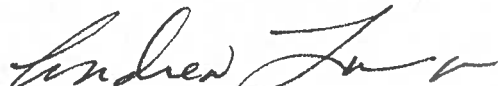
ACCEPTED AND AGREED TO BY THE SOMERVELL COUNTY ELECTIONS ADMINISTRATOR:

Christy Covey, EA

ACCEPTED AND AGREED TO BY THE SOMERVELL COUNTY JUDGE

Danny Chambers

APPROVED AS TO FORM BY:



ANDREW LUCAS, COUNTY ATTORNEY
SOMERVELL COUNTY, TEXAS

EXHIBIT "A"

November 2, 2021
JOINT GENERAL ELECTION
CITY OF GLEN ROSE & SOMERVELL COUNTY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
October 17	October 18 <i>Early Voting</i> 8 am – 5 pm	October 19 <i>Early Voting</i> 7 am – 7 pm	October 20 <i>Early Voting</i> 8 am – 5 pm	October 21 <i>Early Voting</i> 8 am – 5 pm	October 22 <i>Early Voting</i> 8 am – 5 pm	October 23 <i>Early Voting</i> 8 am – 5 pm
October 24	October 25 <i>Early Voting</i> 8 am – 5 pm	October 26 <i>Early Voting</i> 7 am – 7 pm	October 27 <i>Early Voting</i> 8 am – 5 pm	October 28 <i>Early Voting</i> 8 am – 5 pm	October 29 <i>Early Voting</i> 8 am – 5 pm	October 30

EARLY VOTING LOCATION & HOURS

COUNTY ANNEX, CONFERENCE ROOM
206 ELM ST GLEN ROSE, TEXAS

Early Voting dates are subject to change per governor's orders extending Early Voting dates.

EXHIBIT "B"

**NOVEMBER 2, 2021
JOINT GENERAL ELECTION
CITY OF GLEN ROSE & SOMERVELL COUNTY**

ELECTION DAY POLLING LOCATIONS

**COUNTY ANNEX, CONFERENCE ROOM
206 ELM ST GLEN ROSE, TEXAS
7:00AM – 7:00PM**

&

**EXPO CENTER
202 BO GIBBS BLVD
7:00AM - 7:00PM**

EXHIBIT "C"

**ESTIMATED ELECTION EXPENSES FOR CITY OF GLEN ROSE.
NOVEMBER 2, 2021 GENERAL ELECTION**

This estimate is only to help determine the advance funds for the November 2, 2021 Joint Election.
(Fees reflect City of Glen Rose. "shared" cost)

Supply Costs:	\$ 200.00
Early Voting Kit	
Election Day Voting Kit	
By Mail Packet/Kits	
Covid Safety supplies	
 Programming:	 \$ 1,500.00
PC Cards	
ADA Voting Equipment	
Ballot Programming & Printing	
 Publication Expenses:	 \$ 100.00
Notice Of Public Testing	
Notice of Election	
 Payroll Expenses:	 \$ 1,900.00
Early Voting Clerks	
Election Day Workers	
Early Voting Ballot Board	
Reconvene Early Voting Ballot Board	
Additional Office Staff	
 Electronic Voting Equipment Rental:	 \$ 18,912.20
DS200 Precinct Scanner	
Expressvotes	
KnowInk poll pads	
 Cost of Election	 \$ 22,612.20
 Administrative Fee (10%)	 \$ 2,261.22
 TOTAL ESTIMATED COST	 \$ 24,873.42

Texas Election Code

Section 31.100(c) If the estimated expenses, not including the fee charged under Subsection(d), exceed the actual expenses, the amount of the difference shall be refunded to the Contracting Authority.

Section 2.052 In the event said election, or any part thereof, is canceled, the Governing Body shall reimburse the county for only those expenses incurred.

CITY OF GLEN ROSE

Equipment Rental breakdown

10% cost

Poll pads: (cost split 3 ways)

EV- $\$31.00 \times 2 \text{ machines} \times 11 \text{ days} = \$682.00$ divided by 3 = \$227.30

ED- $\$31.00 \times 4 \text{ machines} = \$124.00$ divided by 3 = \$41.30

Total = \$268.60

DS200: (cost split 3 ways)

EV- $\$575.00 \times 1 \text{ machine} \times 11 \text{ days} = \$6,325.00$ divided by 3 = \$2,108.30

ED- $\$575.00 \times 2 \text{ machines} = \$1,150.00$ divide by 3 = \$383.30

BBM- $\$575.00 \times 1 \text{ machine} = \$575.00$ divide by 3 = 192.00

Total = \$2,683.60

Expressvotes:

EV- $\$332.50 \times 4 \text{ machines} \times 11 \text{ days} = \$14,630.00$

ED- $\$332.50 \times 4 \text{ machines} = \$1,330.00$

Total= \$15,960.00

Total Equipment Rental Cost \$18,912.20



Maintaining voter confidence. Enhancing the voter experience.

Item 19.

City of Glen Rose, Texas
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Price
Tabulation Hardware		
Model DS200 Precinct Scanner:		
2	Model DS200 (Includes Scanner, Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, #2 Ballot Box Lock, Paper Roll and One (1) Standard 4GB Memory Device)	\$11,500.00
2	#2 Ballot Box Lock	\$20.00
2	Paper Roll (Additional)	\$3.50
2	DS200 Tote Bin	\$450.00
ExpressVote Ballot Marking Device:		
2	ExpressVote BMD Terminal (Includes Terminal, Internal Backup Battery, ADA Keypad, Headphones, Power Supply with AC Cord, and One (1) Standard 4GB Memory Device)	\$6,650.00
2	Soft-Sided Case	\$350.00
ExpressVote Add-Ons:		
2	ExpressVote Printer (For Printing of ExpressVote Activation Cards)	\$1,450.00
1	ExpressVote Blank Ballot Card Stock - 14" (250 per pkg)	\$23.75
Tabulation Hardware Subtotal		\$20,447.25
Other Hardware Accessories		
3	DS200 Standard 4GB Memory Device (Additional)	\$315.00
2	ExpressVote Privacy Canopy	\$79.90
Other Hardware Accessories Subtotal		\$394.90
Services		
Implementation Services (Does not include Coding, Voice Files or Ballots):		
1	Equipment Operations Training	\$1,700.00
X	Equipment Installation	\$1,700.00
X	1 Year Hardware and Software Warranty	Included
Shipping & Other		
X	Shipping and Handling	\$300.00
Services Subtotal		\$3,700.00
Total Purchase Solution		\$24,542.15
Total Purchase Solution Payment Terms		
Amount due within thirty (30) calendar days of contract execution:		\$12,271.08
Amount due within thirty (30) calendar days of delivery of Hardware and/or Software:		\$12,271.08
Annual Post-Warranty License and Maintenance and Support Fees (Fees are Based Upon a 1-Year Customer Commitment to Subscribe to the Following Services)		
Annual Post-Warranty Hardware Maintenance and Support Fees:		
2	HMA DS200 - Extended Warranty with Annual Maintenance	\$370.00
2	HMA ExpressVote BMD - Extended Warranty with Annual Maintenance	\$240.00
Annual Post-Warranty Firmware License and Maintenance and Support Fees:		
2	Firmware License - DS200	\$160.00
2	Firmware License - ExpressVote	\$130.00
Total Annual Post-Warranty License and Maintenance and Support Fees		\$900.00



Maintaining voter confidence. Enhancing the voter experience.

Item 19.

City of Glen Rose, Texas
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:

Quantity	Item Description	Price
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Footnotes:

1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for 60 days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
4. The quantity of service days reflects a reasonable estimate for implementation and selected ongoing election services. Quantities may change depending on specific Customer



City of Glen Rose, Texas
Electronic Pollbook Quote
Submitted by Election Systems and Software, LLC

Purchase Solution Includes:

Description	UOM	Qty	Unit Price	Total Price
ExpressPoll Tablet:				
ExpressPoll System including Tablet, Stand, Integrated Barcode Reader, Carrying Case, Mobile Device Management and ExpressPoll Software Application	Each	2	\$1,215.00	\$2,430.00
Software:				
ExpressPoll Connect Software License and Hosting Fee	License	1	\$2,000.00	\$2,000.00
Implementation Services:				
Acceptance Testing	Event	1	\$1,700.00	\$1,700.00
Project Management	Day	1	\$1,700.00	\$1,700.00
Pollbook Software Training	Day	1	\$1,700.00	\$1,700.00
Shipping (ExpressPoll Hardware & Software)	Per Unit	2	\$20.00	\$40.00
One-Year Hardware and Software Warranty	N/A			Included
Order Total				\$9,570.00

Payment Terms:

\$2,392.50 Due within thirty (30) calendar days of contract execution.

\$7,177.50 Due within thirty (30) calendar days of delivery of ExpressPoll Hardware and/or ExpressPoll Software.

Annual Post-Warranty Maintenance and Support Fees
(Fees are Based Upon a 1-Year Customer Commitment to Subscribe to the Following Services)**PollBook Software:**

ExpressPoll Software License and Maintenance and Support Fee - Year 1	Per Unit	2	\$125.00	\$250.00
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Software:

ExpressPoll Connect Software License Fee and Hosting Services - Year 1	License	1	\$2,000.00	\$2,000.00
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Note: Annual Software License, Hosting, and Maintenance and Support fees of \$2,250.00 will be invoiced 90-days prior to beginning of the post-warranty period. 100% of invoice total due within 30 calendar days of invoice date.

Footnotes:

1. Pricing valid for thirty (30) calendar days and is subject to change without notice thereafter.
2. Subject to state, municipal, jurisdictional, provincial or territory laws to the contrary, the above pricing information is confidential, proprietary and trade secret information of ES&S and is intended only for the use of the individual or entity to which the document is directed to. This information may not be disclosed or reproduced either publicly or to any other individual or entity without the prior written authorization of ES&S.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Texas Government Code, Section 551.071 – Consultation with Attorney – Legal Counsel regarding disannexation.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Texas Government Code, Section 551.072 – Deliberations regarding Real Property		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Texas Government Code, Section 551.074 - Personnel Matters – City Administrator.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			

City of Glen Rose

Employee Performance Evaluation

EMPLOYEE NAME:

DATE OF REVIEW:

DEPARTMENT:

JOB TITLE:

TIME IN POSITION:

REVIEW PERFORMED BY:

Reviews give the supervisor and employee the opportunity to better understand abilities, expectations, standards and rules. They also give the supervisor an opportunity to 'get to know' the employee better and vice versa. Reviews can send a message to the employee that you care for them, as well as their performance. The goal is for the employee to succeed, be productive and happy in their employment with the City of Glen Rose. Periodically conducted, these evaluations will provide a history of job development and progress.

The evaluation should be conducted in a fair and unbiased process, without regard to personal friendships, relationships, animosities, etc.... Each employee has his/her own unique abilities, knowledge and skills, therefore, the evaluation should be based upon his/her performance and not that of others in similar positions.

In each category, rate the employee with a score from 1 to 5 that most appropriately reflects the employee's level of performance. Normally, the #3 rating would be the most commonly used rating. Additional explanatory comments on each category are encouraged. Any #1 or #5 ratings need to include documentation supporting those scoring choices.

Knowing that different supervisors have different rating standards, after a review of organization-wide ratings, the ratings of individual supervisors may be adjusted up or down at the discretion of administrative staff (i.e., it's possible one supervisor might be too severe in his/her ratings while another one may be too generous). Also, per the City's Personnel Policy, "An employee shall be provided an opportunity to provide a written response to an evaluation. To qualify to be attached to the evaluation and included in the employee's personnel file, the response must be submitted to the City's Human Resources Manager by the end of the third business day after an evaluator provides a copy of the evaluation to and reviews it with the employee."

1 = Unsatisfactory

2 = Room for Improvement

3 = Satisfactory (all the basic requirements met for the position, satisfactory job performance)

4 = Exceeds expectations

5 = Exceptional

Item 1: ACCURACY – the correctness of duties performed. *Consider the consistent quality, accuracy, thoroughness, neatness of work and level of required supervision.*

Item 2: ATTENDANCE – the reporting to work on a daily basis and conforming to work hours. *Consider the frequency of absenteeism (not including vacation) and proper use of sick leave.*

Item 3: ATTITUDE – the mental approach towards the job. *Consider how the employee accepts normal job duties, changes in job duties, works with fellow workers, observes rules, respects the chain of command, and accepts suggestions and/or criticism:*

Item 4: COURTESY – the polite attention an individual gives the public and the ability to work with fellow employees. *Consider how the employee conducts him/herself while dealing with others:*

Item 5: DEPENDABILITY – able to be reliable and trusted to do or provide what is needed. *Consider the level of reliability and trustworthiness when completing tasks or projects:*

Item 6: HOUSEKEEPING & MAINTENANCE: the keeping of facilities and equipment clean and operational. *Consider the care given and the manner in which the employee keeps his/her work area, vehicle, and tools or equipment.*

Item 7: INITIATIVE – the ability and attitude required to assess and start things independent of supervision. *Consider how the employee takes charge of situations or problems without prompting or direction:*

Item 8: JOB KNOWLEDGE – the full knowledge of all job duties and responsibilities. *Consider whether the employee has full knowledge of every phase of his/her job duties, whether the employee has moderate or poor knowledge:*

Item 9: PERSONAL APPEARANCE – the impression made on others as a representative of the city. *Consider the cleanliness, grooming, and appropriateness of dress for the job:*

Item 10: QUANTITY OF WORK – the amount of work produced. *Consider requirements for the particular job and level of work in comparison to others performing the same job:*

Non-supervisory Office Personnel Scoring, Avg Score 30:

Less than 21 Unsatisfactory; 21-26 Below Average; 27-33 Average; 34-39 Above average; 40 -50 Exceptional

FOR FIELD DUTY PERSONNEL ONLY

Item 11: PHYSICAL FITNESS – the ability to perform the physical requirements of the job as stated in the job description of the position and work consistently with only moderate fatigue OR passes an assessment as prescribed by the employee's department policy. *Consider the level of fatigue experienced and work performance:*

Item 12: SAFETY – the ability to accomplish work duties in a safe manner without personal injury or property damage. *Consider the manner in which the employee approaches and performs his/her assigned duties with consideration of safety procedures and any personal injury or property damage during this review period:*

Item 13: EXTRACURRICULAR DUTIES - the willingness to work during power outages and inclement weather and responsiveness to emergency call-backs. Consider how an employee handles on-call duty and responds to requests for help in responding to after-hours emergencies and keeping the system running during power outages and inclement weather.

Non-supervisory Field Personnel Scoring, Avg Score 39:

Less than 26 Unsatisfactory 27-34 Below Average 35-43 Average 44-51 Above average 52-65 Exceptional

:

FOR SUPERVISORY PERSONNEL ONLY

Item 14: SUPERVISORY SKILLS: the ability to teach, train, oversee, direct. *Consider the manner in which the supervisor relates to employees (clear, consistent, fair, direct, oppressive, unreasonable) and the performance, as a whole, of those under direction:*

Item 15: DOCUMENTATION SKILLS: the ability to properly prepare various reports, schedules, counseling, disciplinary warnings. *Consider grammar, accuracy, timeliness and computer skills:*

Item 16: EVALUATION PROCESS: the ability to conduct the evaluation process. *Consider the ability to conduct an evaluation in a fair and unbiased process:*

Non-field Duty Supervisory Personnel Scoring, Avg Score 39:

Less than 27 Unsatisfactory; 27-34 Below Average; 35-43 Average; 44-51 Above average 52-65 Exceptional

Field Supervisory Personnel Scoring, Avg Score 48:

Less than 32 Unsatisfactory; 32-42 Below Average; 43-53 Average; 54-63 Above average; 64-80 Exceptional

EMPLOYEE’S STRONGEST POINTS:

AREAS NEEDING IMPROVEMENT:

OTHER COMMENTS:

EMPLOYEE’S COMMENTS:

Employee’s Signature **Date**

Immediate Supervisor’s Signature **Date**



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on item discussed in Executive Session regarding disannexation.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on item discussed in Executive Session regarding Real Property.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			



CITY COUNCIL AGENDA ACTION FORM

AGENDA DATE:	09/14/2021		
AGENDA SUBJECT:	Discussion, consideration, and possible action on item discussed in Executive Session regarding personnel matters – City Administrator.		
PREPARED BY:	City Secretary Ritchie	DATE SUBMITTED:	09/07/2021
EXHIBITS:			
BUDGETARY IMPACT:	Required Expenditure:	\$00.00	
	Amount Budgeted:	\$00.00	
	Appropriation Required:	\$00.00	
CITY ADMINISTRATOR APPROVAL:			
SUMMARY:			
RECOMMENDED ACTION:			