



**AGENDA  
CITY COUNCIL REGULAR MEETING  
COUNCIL CHAMBERS  
JUNE 15, 2023  
6:30 PM**

The Joshua City Council will hold a Work Session at 6:30 pm. A Regular Meeting will be held immediately following the Work Session in the Council Chambers at the Joshua City Hall, located at 101 S. Main St., Joshua, Texas, on June 15, 2023. This meeting is subject to the open meeting laws of the State of Texas.

Individuals may attend the meeting in person or access the meeting via videoconference or telephone conference call.

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/83220526716?pwd=YSs0UTFiNno5TzVnRyt6eTNLYVdndz09>

Meeting ID: 832 2052 6716 Passcode: 569366 or dial 346-248-7799

**A member of the public who would like to submit a question on any item listed on this agenda may do so via the following options:**

**Online:** An online speaker card is located on the City's website ([cityofjoshuatx.us](http://cityofjoshuatx.us)) on the Agenda/Minutes/Recordings page. Speaker cards received by 5:00 pm on or before the day of the meeting will be read during open session by the City Secretary.

**By phone:** Please call 817/558-7447 ext. 2003 by 5:00 pm on or before the day of the meeting and provide your name, address, and question. The City Secretary will read all questions in the order they are received.

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

**B. PLEDGE OF ALLEGIANCE**

1. United States of America
2. Texas Flag

**C. INVOCATION**

**D. WORK SESSION**

1. Discuss and receive updates on IT Infrastructure including broadband Connectivity. (Staff Resource: M. Peacock)
2. Review and discuss questions related to the budget report and financial statement for May 2023. (Staff Resource: M. Peacock)

**E. UPDATES FROM MAYOR AND COUNCIL MEMBERS, UPDATES FROM CITY STAFF MEMBERS:**

*Pursuant to Texas Government Code Section 551.0415, the Mayor and Members of the City Council may report on the following items of community interest, including (1) expressions of thanks, congratulations, or condolences; (2) information about holiday schedules, (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving any imminent threat to public health and safety. Staff Updates will address operational issues in various City departments. No deliberation is authorized under the Texas Open Meetings Act.*

#### **F. PUBLIC FORUM, PRESENTATION, AND RECOGNITION:**

*The City Council invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to responding with a statement of specific factual information, reciting the City's existing policy, or directing the person making the inquiry to visit with City Staff about the issue. Therefore, no Council deliberation is permitted. Each person will have 3 minutes to speak.*

#### **G. CONSENT AGENDA**

1. Discuss, consider, and possible action on the minutes from the May 18, 2023, Regular City Council Meeting. (Staff Resource: A. Holloway)
2. Discuss, consider, and possible action on an Ordinance to correct a scrivener's error contained in City of Joshua Ordinance no. 849.2022. (Staff Resource: A. Holloway)
3. Discuss, consider, and possible action on development agreements and authorize the City Manager to sign all necessary documents. (Staff Resource: A. Holloway)

#### **H. REGULAR AGENDA**

1. Public hearing on a request for a zoning change regarding approximately 1.594 acres of land in the H. G. Cason Survey, Abstract No. 156, County of Johnson, Texas, located at 131 Oak Hill Dr., to change from (MH) HUD Code Manufactured Home District to the (R2) Two Family Residential District to allow for the construction of a duplex. (Staff Resource: A. Maldonado)
  - Staff Presentation
  - Owner's Presentation
  - Those in Favor
  - Those Against
  - Owner's Rebuttal
2. Discuss, consider, and possible action on a request for a zoning change by ordinance regarding approximately 1.594 acres of land in the H. G. Cason Survey, Abstract No. 156, County of Johnson, Texas, located at 131 Oak Hill Dr., to change from (MH) HUD Code Manufactured Home District to the (R2) Two Family Residential District to allow for the construction of a duplex. (Staff Resource: A. Maldonado)
3. Discuss, consider, and possible action on an Ordinance amending the Homestead Exemption Rate. (Staff Resource: M. Peacock)
4. Discuss, consider, and possible action on board appointments. (Staff Resource: A. Holloway)
5. Discuss, consider, and possible action on contracting with a professional planner. (Staff Resource: M. Peacock)

#### **I. STAFF REPORT**

- [1.](#) Police Department
- [2.](#) Fire Department
- [3.](#) Municipal Court
- [4.](#) Parks & Recreation
- [5.](#) Public Works
- [6.](#) Development Services
- [7.](#) Animal Services
- [8.](#) City Secretary's Office

#### **J. EXECUTIVE SESSION**

The City Council of the City of Joshua will recess into Executive Session (Closed Meeting) pursuant to the provisions of Chapter 551, Subchapter D, Texas Government Code, to discuss the following:

1. Pursuant to Section 551.071 of the Texas Government Code: Consultation with the City Attorney regarding possible litigation related to code enforcement issues, and all matters incident and related thereto.

#### **K. RECONVENE INTO REGULAR SESSION**

In accordance with Texas Government Code, Section 551, the City Council will reconvene into regular session and consider action, if any, on matters discussed in Executive Session.

#### **L. FUTURE AGENDA ITEMS/REQUESTS BY COUNCIL MEMBERS TO BE ON THE NEXT AGENDA**

*Councilmembers shall not comment upon, deliberate, or discuss any item that is not on the agenda. Councilmembers shall not make routine inquiries about operations or project status on an item that is not posted. However, any Councilmember may state an issue and request to place the item on a future agenda.*

#### **M. ADJOURNMENT**

The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551.071 for private consultation with the attorney for the City.

Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting. A quorum will be physically present at the posted meeting location of City Hall.

In compliance with the Americans with Disabilities Act, the City of Joshua will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 817/558-7447.

#### **CERTIFICATE:**

I hereby certify that the above agenda was posted on or before June 08, 2023 by 5:00 pm on the official bulletin board at Joshua City Hall, 101 S. Main, Joshua, Texas.

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Alice Holloway  
City Secretary



**City Council Agenda  
June 15, 2023**

**Minutes Resolution**

**Discussion Item**

**Agenda Description:**

Discuss and receive updates on IT Infrastructure including broadband Connectivity. (Staff Resource: M. Peacock)

**Background Information:**

Meeting with Pathway Communications revealed that fiber already is in place that extends from the southern end of the city to the northern end of the city, as well as down Main Street to City Hall and the PD as well as the FD.. The only section not in place is into the park, which could be brought in at a cost of \$10,000. This already in place infrastructure would save the city thousands of dollars.

**Financial Information:**

\$10,000 to install fiber to the Park.

**City Contact and Recommendations:**

Mike Peacock, City Manager

**Attachments:**

**City of Joshua**  
**Financial Statement (General Fund, Departmental Summary, Unaudited)**  
**As of May 31, 2023**

% OF YEAR COMPLETED: 66.64

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
<b>REVENUE SUMMARY</b>							
<b>Non-Departmental</b>							
Tax Revenue	143,412.13	138,660.41	(4,751.72)	3,874,023.71	4,740,109.00	81.73%	866,085.29
Charges for Services	16,765.62	34,016.87	17,251.25	226,064.81	403,680.00	56.00%	177,615.19
Licenses, Permits & Fees	21,969.40	89,828.89	67,859.49	160,282.23	746,915.00	21.46%	586,632.77
Fines & Forfeitures	19,984.57	18,118.00	(1,866.57)	102,847.90	217,500.00	47.29%	114,652.10
Grants & Contributions	1,902.96	791.66	(1,111.30)	8,281.56	5,750.00	144.03%	(2,531.56)
Intergovernmental Revenues	16,250.00	133,246.13	116,996.13	131,197.41	1,418,983.00	9.25%	1,287,785.59
Investment Earnings	2,778.15	1,583.30	(1,194.85)	18,168.63	10,000.00	181.69%	(8,168.63)
Miscellaneous	4,540.12	4,165.00	(375.12)	60,623.52	50,000.00	121.25%	(10,623.52)
Transfers In	0.00	83,333.33	83,333.33	1,000,000.00	1,497,771.00	66.77%	497,771.00
<b>TOTAL REVENUES</b>	<b>227,602.95</b>	<b>503,743.59</b>	<b>276,140.64</b>	<b>5,581,489.77</b>	<b>9,090,708.00</b>	<b>61.40%</b>	<b>3,509,218.23</b>
<b>EXPENDITURE SUMMARY</b>							
<b>Community Service</b>							
Utilities	4,377.57	3,748.50	(629.07)	32,463.14	45,000.00	72.14%	12,536.86
Supplies	0.00	2,500.00	2,500.00	12,330.61	15,000.00	82.20%	2,669.39
Community Events	1,978.30	(2,500.00)	(4,478.30)	14,670.26	45,000.00	32.60%	30,329.74
Contract & Professional Services	0.00	15,618.75	15,618.75	111,831.17	187,500.00	59.64%	75,668.83
Miscellaneous	7,541.41	3,107.09	(4,434.32)	45,024.90	56,945.00	79.07%	11,920.10
<b>TOTAL Community Service</b>	<b>13,897.28</b>	<b>22,474.34</b>	<b>8,577.06</b>	<b>216,320.08</b>	<b>349,445.00</b>	<b>61.90%</b>	<b>133,124.92</b>
<b>Non-Departmental</b>							
Personnel	814.75	850.00	35.25	5,017.04	4,200.00	119.45%	(817.04)
Employee Events	1,000.00	2,916.67	1,916.67	27,411.40	35,000.00	78.32%	7,588.60
Contract & Professional Services	14,951.99	8,193.39	(6,758.60)	111,034.50	150,285.00	73.88%	39,250.50
Debt Service	0.00	0.00	0.00	2,842.03	4,000.00	71.05%	1,157.97
Miscellaneous	16,448.99	177,967.28	161,518.29	1,109,872.02	1,194,749.00	92.90%	84,876.98
Transfers Out	0.00	5,642.75	5,642.75	242,237.00	67,713.00	357.74%	(174,524.00)
<b>TOTAL Non-departmental</b>	<b>33,215.73</b>	<b>195,570.09</b>	<b>162,354.36</b>	<b>1,498,413.99</b>	<b>1,455,947.00</b>	<b>102.92%</b>	<b>(42,466.99)</b>

**City of Joshua**  
**Financial Statement (General Fund, Departmental Summary, Unaudited)**  
**As of May 31, 2023**

% OF YEAR COMPLETED: 66.64

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
<b>Mayor &amp; Council</b>							
Personnel	21,927.41	15,176.91	(6,750.50)	124,182.75	186,123.00	66.72%	61,940.25
Supplies	3,084.38	2,124.84	(959.54)	12,264.54	19,500.00	62.90%	7,235.46
Contract & Professional Services	0.00	416.66	416.66	6,000.00	5,000.00	120.00%	(1,000.00)
Miscellaneous	521.97	875.00	353.03	4,334.45	10,500.00	41.28%	6,165.55
<b>TOTAL Mayor &amp; Council</b>	<b>25,533.76</b>	<b>18,593.41</b>	<b>(6,940.35)</b>	<b>146,781.74</b>	<b>221,123.00</b>	<b>66.38%</b>	<b>74,341.26</b>
<b>Administration</b>							
Personnel	90,610.52	72,308.86	(18,301.66)	563,831.19	827,314.00	68.15%	263,482.81
Supplies	826.25	1,772.20	945.95	12,849.57	21,275.00	60.40%	8,425.43
Repair & Maintenance	2,075.12	1,582.76	(492.36)	15,002.51	18,000.00	83.35%	2,997.49
Contract & Professional Services	445.57	934.62	489.05	51,342.58	82,730.00	62.06%	31,387.42
Utilities	3,466.39	2,713.17	(753.22)	15,235.01	32,570.00	46.78%	17,334.99
Debt Service	0.00	833.33	833.33	0.00	10,000.00	0.00%	10,000.00
Miscellaneous	614.88	541.45	(73.43)	982.59	6,500.00	15.12%	5,517.41
<b>TOTAL Administration</b>	<b>98,038.73</b>	<b>80,686.39</b>	<b>(17,352.34)</b>	<b>659,243.45</b>	<b>998,389.00</b>	<b>66.03%</b>	<b>339,145.55</b>
<b>Police Department</b>							
Personnel	177,701.70	130,978.97	(46,722.73)	1,074,436.59	1,667,035.00	64.45%	592,598.41
Supplies	3,553.06	8,311.77	4,758.71	43,384.83	70,679.00	61.38%	27,294.17
Repair & Maintenance	6,174.37	6,289.18	114.81	50,824.26	75,500.00	67.32%	24,675.74
Contract & Professional Services	1,330.59	2,149.52	818.93	107,629.79	138,400.00	77.77%	30,770.21
Utilities	1,708.00	1,999.20	291.20	11,058.81	24,000.00	46.08%	12,941.19
Capital Outlay	0.00	0.00	0.00	15,054.98	15,605.00	96.48%	550.02
Debt Service	(7,569.80)	11,151.78	18,721.58	57,969.38	133,875.00	43.30%	75,905.62
Miscellaneous	0.00	166.63	166.63	0.00	1,500.00	0.00%	1,500.00
<b>TOTAL Police Department</b>	<b>182,897.92</b>	<b>161,047.05</b>	<b>(21,850.87)</b>	<b>1,360,358.64</b>	<b>2,126,594.00</b>	<b>63.97%</b>	<b>766,235.36</b>

**City of Joshua**  
**Financial Statement (General Fund, Departmental Summary, Unaudited)**  
**As of May 31, 2023**

% OF YEAR COMPLETED: 66.64

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
<b>Public Works</b>							
Personnel	37,444.25	30,438.99	(7,005.26)	257,478.54	408,700.00	63.00%	151,221.46
Supplies	5,525.89	17,576.30	12,050.41	135,332.25	211,000.00	64.14%	75,667.75
Repair & Maintenance	14,469.72	7,563.66	(6,906.06)	58,106.66	90,800.00	63.99%	32,693.34
Contract & Professional Services	3,413.50	1,757.62	(1,655.88)	5,602.14	21,100.00	26.55%	15,497.86
Utilities	345.79	641.41	295.62	3,339.86	7,700.00	43.37%	4,360.14
Micellaneous	0.00	833.33	833.33	9,871.97	10,000.00	98.72%	128.03
Capital Outlay	0.00	547.08	547.08	132,912.04	139,895.00	95.01%	6,982.96
Debt Service	2,151.17	4,525.27	2,374.10	17,057.12	54,325.00	31.40%	37,267.88
TOTAL Public Works	<u>63,350.32</u>	<u>63,883.66</u>	<u>533.34</u>	<u>619,700.58</u>	<u>943,520.00</u>	<u>65.68%</u>	<u>323,819.42</u>
<b>Municipal Court</b>							
Personnel	8,146.50	5,750.15	(2,396.35)	54,544.87	77,075.00	70.77%	22,530.13
Supplies	457.48	154.10	(303.38)	1,294.61	1,850.00	69.98%	555.39
Contract & Professional Services	4,076.44	2,917.16	(1,159.28)	21,569.52	35,020.00	61.59%	13,450.48
Miscellaneous	139.88	83.30	(56.58)	699.40	1,000.00	69.94%	300.60
TOTAL Municipal Court	<u>12,820.30</u>	<u>8,904.71</u>	<u>(3,915.59)</u>	<u>78,108.40</u>	<u>114,945.00</u>	<u>67.95%</u>	<u>36,836.60</u>
<b>Development Services</b>							
Personnel	32,510.36	18,286.20	(14,224.16)	191,557.72	295,349.00	64.86%	103,791.28
Supplies	132.48	524.79	392.31	2,768.99	6,300.00	43.95%	3,531.01
Repair & Maintenance	718.00	1,024.59	306.59	7,238.74	12,300.00	58.85%	5,061.26
Contract & Professional Services	34,585.91	16,061.20	(18,524.71)	105,858.55	192,740.00	54.92%	86,881.45
Utilities	384.79	442.45	57.66	2,247.61	5,310.00	42.33%	3,062.39
Debt Service	1,333.52	3,136.24	1,802.72	10,353.80	37,650.00	27.50%	27,296.20
TOTAL Development Services	<u>69,665.06</u>	<u>39,475.47</u>	<u>(30,189.59)</u>	<u>320,025.41</u>	<u>549,649.00</u>	<u>58.22%</u>	<u>229,623.59</u>



**City of Joshua**  
**Financial Statement (General Fund, Departmental Summary, Unaudited)**  
**As of May 31, 2023**

% OF YEAR COMPLETED: 66.64

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
<b>Animal Control</b>							
Personnel	16,066.95	15,161.68	(905.27)	119,777.78	203,226.00	58.94%	83,448.22
Supplies	414.76	3,142.26	2,727.50	9,986.25	37,715.00	26.48%	27,728.75
Repair & Maintenance	1,985.58	4,673.96	2,688.38	15,889.03	56,110.00	28.32%	40,220.97
Contract & Professional Services	139.38	1,212.84	1,073.46	7,349.43	14,560.00	50.48%	7,210.57
Debt Service	1,231.31	867.92	(363.39)	6,120.66	10,415.00	58.77%	4,294.34
Utilities	1,267.61	1,377.78	110.17	10,391.33	16,540.00	62.83%	6,148.67
TOTAL Animal Control	21,105.59	26,436.44	5,330.85	169,514.48	338,566.00	50.07%	169,051.52
<b>Fire Department</b>							
Personnel	90,151.11	69,999.31	(20,151.80)	546,721.41	899,782.00	60.76%	353,060.59
Supplies	1,561.50	9,115.18	7,553.68	57,242.54	106,423.00	53.79%	49,180.46
Repair & Maintenance	36,745.48	8,881.22	(27,864.26)	88,801.88	103,615.00	85.70%	14,813.12
Contract & Professional Services	1,635.95	2,821.20	1,185.25	29,979.57	33,868.00	88.52%	3,888.43
Utilities	3,346.42	2,998.80	(347.62)	26,782.73	36,000.00	74.40%	9,217.27
Debt Service	1,577.19	1,827.18	249.99	19,096.74	21,935.00	87.06%	2,838.26
Capital Outlay	25,385.14	8,520.83	(16,864.31)	46,587.37	102,250.00	45.56%	55,662.63
Miscellaneous	34.43	1,291.15	1,256.72	11,467.73	15,500.00	73.99%	4,032.27
TOTAL Fire Department	160,437.22	105,454.87	(54,982.35)	826,679.97	1,319,373.00	62.66%	492,693.03
<b>Park Maintenance</b>							
Personnel	18,612.50	19,752.13	1,139.63	150,985.47	230,265.00	65.57%	79,279.53
Supplies	984.95	1,457.77	472.82	18,389.97	17,500.00	105.09%	(889.97)
Repair & Maintenance	1,643.01	1,645.22	2.21	14,681.48	19,750.00	74.34%	5,068.52
Contract & Professional Services	71.55	169.93	98.38	1,532.40	2,040.00	75.12%	507.60
Utilities	3,263.06	18,077.26	14,814.20	24,003.73	76,930.00	31.20%	52,926.27
Debt Service	1,420.45	3,210.83	1,790.38	10,950.58	38,530.00	28.42%	27,579.42
Capital Outlay	0.00	1,276.75	1,276.75	3,705.00	15,325.00	24.18%	11,620.00
TOTAL Park Maintenance	25,995.52	45,589.89	19,594.37	224,248.63	400,340.00	56.01%	176,091.37

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Fire Marshal							
Personnel	9,853.47	4,997.20	(4,856.27)	53,835.71	107,695.00	49.99%	53,859.29
Supplies	3,248.75	382.99	(2,865.76)	4,430.45	8,600.00	51.52%	4,169.55
Contract & Professional Services	0.00	(480.10)	(480.10)	0.00	0.00	#DIV/0!	0.00
Utilities	0.00	83.30	83.30	11.54	1,000.00	1.15%	988.46
Miscellaneous	0.00	(41.66)	(41.66)	0.00	0.00	#DIV/0!	0.00
TOTAL Fire Marshal	<u>13,102.22</u>	<u>4,941.73</u>	<u>(8,160.49)</u>	<u>58,277.70</u>	<u>117,295.00</u>	<u>49.68%</u>	<u>59,017.30</u>
TOTAL EXPENDITURES	<u>720,059.65</u>	<u>773,058.05</u>	<u>52,998.40</u>	<u>6,177,673.07</u>	<u>8,935,186.00</u>	<u>69.14%</u>	<u>2,757,512.93</u>
TOTAL REVENUES OVER/UNDER EXPENDITURES	<u>(492,456.70)</u>	<u>(269,314.46)</u>	<u>223,142.24</u>	<u>(596,183.30)</u>	<u>155,522.00</u>		<u>751,705.30</u>



**MINUTES  
CITY COUNCIL REGULAR MEETING  
COUNCIL CHAMBERS  
MAY 18, 2023  
6:30 PM**

**PRESENT**

Mayor Scott Kimble  
Councilmember Johnny Waldrip  
Councilmember Mike Kidd  
Councilmember Angela Nichols  
Councilmember Merle Breitenstein  
Councilmember Dakota Marshall  
Councilmember Shelly Anderson

**STAFF**

City Manager Mike Peacock  
City Secretary Alice Holloway  
City Attorney Terry Welch  
Dev. Services Dir. Aaron Maldonado

The Joshua City Council held a Work Session at 6:30 pm. A Regular Meeting was held immediately following the Work Session in the Council Chambers at the Joshua City Hall, located at 101 S. Main St., Joshua, Texas, on May 18, 2023. This meeting is subject to the open meeting laws of the State of Texas.

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**Join Zoom Meeting:**

Meeting ID: 870 1626 4910 Passcode: 561964

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**Online:** An online speaker card is located on the City's website ([cityofjoshuatx.us](http://cityofjoshuatx.us)) on the Agenda/Minutes/Recordings page. Speaker cards received by 5:00 pm on or before the day of the meeting will be read during the open session by the City Secretary.

**By phone:** Please call 817/558-7447 ext. 2003 by 5:00 pm on or before the day of the meeting and provide your name, address, and question. The City Secretary will read all questions in the order they are received.

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Mayor Kimble announced a quorum and called the meeting to order at 6:30 pm.

**B. PLEDGE OF ALLEGIANCE**

1. United States of America
2. Texas Flag

Councilmember Breitenstein led the Pledge of Allegiance

**C. INVOCATION**

#### **D. WORK SESSION**

1. Review and discuss questions related to the budget report and financial statement for April 2023. (Staff Resource: M. Peacock)

City Manager Peacock presented the report. He stated that the revenue is currently fifty-eight percent and expenditure is sixty percent.

2. Discussion on bond elections.

City Manager Peacock gave a brief update regarding the recently failed bond proposition. City Manager Peacock stated that he believes the recent notices from the appraisal district and the lack of information from the City is what caused the bond to fail. In addition, he stated that since there was no organized opposition, he did not believe at the time that we needed to send out additional notices.

City Manager Peacock stated that he would like to put together a small committee to review and make recommendations on what the needs are for the city for a possible November Election.

The City Council gave the direction to move forward with the committee.

#### **E. UPDATES FROM MAYOR AND COUNCIL MEMBERS, UPDATES FROM CITY STAFF MEMBERS:**

*Pursuant to Texas Government Code Section 551.0415, the Mayor and Members of the City Council may report on the following items of community interest, including (1) expressions of thanks, congratulations, or condolences; (2) information about holiday schedules, (3) recognition of individuals; (4) reminders about upcoming City Council events; (5) information about community events; and (6) announcements involving any imminent threat to public health and safety. Staff Updates will address operational issues in various City departments. No deliberation is authorized under the Texas Open Meetings Act.*

Mayor Kimble stated that Joshua United event went great. He stated that there was an estimate attendance between 750-1000.

#### **F. PUBLIC FORUM, PRESENTATION, AND RECOGNITION:**

*The City Council invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to responding with a statement of specific factual information, reciting the City's existing policy, or directing the person making the inquiry to visit with City Staff about the issue. Therefore, no Council deliberation is permitted. Each person will have 3 minutes to speak.*

1. Recognition of Councilmember Robert Fleming for his service and dedication to the City of Joshua.

Mayor Kimble presented Councilmember Robert Fleming with a plaque for his service and dedication to the citizens of Joshua.

2. Presentation of Certificates of Election and administer the Oath of Office to the newly elected officials.

Mayor Kimble presented the Certificates of election and City Secretary Holloway administered the Oath of Office to Councilmember Place 2 Mike Kidd and Councilmember Place 5 Dakota Marshall.

3. Recognition of Terry Welch for his dedication and service to the City of Joshua.

Mayor Kimble and City Manager Peacock presented City Attorney Terry Welch with a plaque thanking him for his many years of service. In addition, a gift was presented to City Attorney Terry Welch and his wife.

## G. CONSENT AGENDA

1. Discuss, consider, and possible action on meeting minutes of April 20, 2023, and May 11, 2023.
2. Discuss, consider, and possible action on development agreements and authorize the City Manager to sign all necessary documents.

Motion made by Councilmember Anderson to approve the Consent Agenda. Seconded by Councilmember Breitenstein.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

## H. REGULAR AGENDA

1. Public hearing on a request for a waiver to reduce two gas well setbacks by (1) 400 feet and (2) 275 feet upon a property located at 1280 Stadium Drive, Joshua, Johnson County, Texas, more particularly known as a tract of land in the McKinney & Williams Survey, Abstract No. 636, Tr 40 County of Johnson, Texas and being approximately 60.141 acres of land to allow for a residential subdivision known as Owl's Roost.

Mayor Kimble opened the public hearing at 6:57 pm regarding a request for a waiver to reduce two gas wells setbacks by (1) 400 feet and (2) 275 feet upon a property located at 1280 Stadium Drive.

Staff: Development Services Director Maldonado read the following statement:

The approximate 60.141-acre tract of land is in the process of a preliminary plat but is affected by a gas well located on the property and another on the property to the west of the proposed subdivision. This property is zoned R1– Single Family Residential District. Per the City Ordinance, a 600-foot setback distance from an existing gas well is required for any protected use. The applicant is requesting (1) a 400-foot waiver to reduce the setback to 200-feet and (2) a 275-foot waiver to reduce the setback to 325-feet to allow homes to be constructed on the 45 affected lots.

Owner- Mr. Courtney Coats, stated that he understands how the city wants to grow. In addition, he stated that the proposed development meets all the City regulations regarding lot sizes.

Fire Chief Griffith stated that the fire department has concerns related to the request for a waiver regarding gas well setback. Fire Chief Griffith stated that they can have issues such as noise, gases, dust, and possible future wells and he stated that there is a reason why 600 ft is in place.

Councilmember Kidd stated that the owner was aware of the gas wells prior to buying the property.

Councilmember Waldrip stated that he agrees with the Fire Chief on this matter.

James N. owner of property going west of gas wells. Spoke in favor of the waiver.

Mayor Kimble closed the public hearing at 7:13 pm.

2. Discuss, consider, and possible action on a request for a waiver to reduce two gas well setbacks by (1) 400 feet and (2) 275 feet upon a property located at 1280 Stadium Drive, Joshua, Johnson County, Texas, more particularly known as a tract of land in the McKinney & Williams Survey, Abstract No. 636, Tr 40 County of Johnson, Texas and being approximately 60.141 acres of land to allow for a residential subdivision known as Owl's Roost.

Councilmember Breitenstein stated that the city council years ago spent many hours reviewing, getting recommendations, and moving the requirement to 600 feet.

City Attorney Welch stated that cities have different requirements and normally the setback ranges between 200 and 1500.

Councilmember Breitenstein stated that there was a fire in Joshua Meadows years ago and that is what started the conversation of setback requirements. In addition, he stated that a gas well expert was present.

Councilmember Nichols stated that she was previously against it and still is.

Councilmember Waldrup stated that he agrees with the fire chief.

Councilmember Marshall stated that he would not live within 200 ft. of a gas well.

Motion made by Councilmember Breitenstein to deny the request of gas well setback. Seconded by Councilmember Kidd.

Voting Yea: Mayor Kimble, Councilmember Waldrup, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

3. Public hearing on a request for a conditional use permit regarding approximately 2.0 acres of land in the WW Byers Survey, Abstract 29 Tr 20A, County of Johnson, Texas, located at 813 W. FM 917 to allow for the use of a dog grooming and boarding salon.

Mayor Kimble opened the public hearing at 7:25 pm.

Staff- Development Services Director Aaron Maldonado ready the following statement:

The structure that will be used for the business is an original farmhouse dated pre-1920 and sits Northwest of the primary residence. The building is approximately 800 sq ft. This property is zoned (A) Agricultural District. The conditional use permit is to allow for the use of a dog grooming and boarding salon. The purpose of the Conditional Use Permit is to allow for review of uses which would not be appropriate generally without certain restrictions throughout a zoning district, but which if controlled as to number, area, location, or relation to the neighborhood would promote the health, safety, and welfare of the community. Such uses include colleges and universities, institutions, community facilities, zoos, cemeteries, country clubs, show grounds, drive-in theaters and other land uses as specifically provided for in this ordinance. To provide for the proper handling and location of such conditional uses, provision is made for amending this ordinance to grant a permit for a conditional use in a specific location. This procedure for approval of a Conditional Use permit includes public hearings before the Planning and Zoning Commission and the City Council. Amending ordinance may provide for certain restrictions and standards for operation. The indication that it is possible to grant a Conditional Use Permit as noted elsewhere in this ordinance does not constitute a grant of privilege for such use, nor is there any obligation to approve a Conditional Use Permit unless it is the finding of the Planning and Zoning Commission and City Council that such a conditional use is compatible with adjacent property use and consistent with the character of the neighborhood.

Owner- Alexis and Brock Eggleston stated that they purchased the property for this type of business and after talking to City, there was some miscommunication, but everything has been worked out now. In addition, they stated that the property is a 3/4 acre, fully fenced.

Mayor Kimble closed the public hearing at 7:27 pm.

4. Discuss, consider, and possible action on approving a conditional use permit regarding approximately 2.0 acres of land in the WW Byers Survey, Abstract 29 Tr 20A, County of Johnson, Texas, located at 813 W. FM 917 to allow for the use of a dog grooming and boarding salon.

Councilmember Marshall asked if there will be boarding on site. Mr. Brock answered yes, but very limited.

Councilmember Anderson asked if there is enough parking. Mr. Brock answered yes.

Motion made by Councilmember Kidd to approve a Conditional Use Permit. Seconded by Councilmember Waldrip.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

5. Discuss, consider, and possible action on an Ordinance amending existing Section 12.04.003(a), to include the following roads or streets on which the operation of commercial motor vehicles is prohibited: Trailwood Drive; Eddy Avenue; Santa Fe Street; Caddo Drive, and Littlebrook Road.

City Manager Peacock stated that the public works director has requested that additional streets be added to the ordinance.

Motion made by Councilmember Breitenstein to approve the proposed Ordinance. Seconded by Councilmember Kidd.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

6. Discuss, consider and possible action on a resolution approving the purchase of a Fire Rescue Vehicle funded through Government Capitol and authorize the city manager to sign all necessary documents.

Fire Chief Griffith stated that this truck was not originally planned. He stated that it is difficult to get a vehicle, and the wait is 2 years for a new one.

City Manager Peacock stated that the vehicle will be financed thru government capital, 7 to 10 years, payments under \$50,000 annually.

Motion made by Councilmember Nichols to approve a resolution authorizing the purchase of a Fire Rescue Vehicle. Seconded by Councilmember Anderson.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

7. Discuss, Consider and Possible Action on a resolution authorizing a project of the Joshua EDC Type B/Parks Board that includes renovation of the City Park. (Staff Resource: M. Peacock)

City Manager Peacock stated that the parks board met, and reviewed options presented. The list of items for the city park in the proposed project are:

list of items:

- Splash Pad Refurbish, new implements and shade structures.
- New Playground structures.
- Artificial grass surfacing.
- Shade structures.
- Basketball court resurfacing.
- Fencing.
- New benches, grills, tables.
- Addition of Disc Golf. A cable fence surrounding the park with gates. Security upgrades including cameras, Wi-Fi.

Motion made by Councilmember Kidd to approve a resolution authorizing a project of Joshua EDC Type B/Parks Board. Seconded by Councilmember Waldrip.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

8. Discuss, consider, and possible action on a resolution accepting the 2023-2033 Master Parks Plan. (Staff Resource: M. Peacock)

City Manager Peacock presented the proposed 2022-23 Master Parks Plan.

Motion made by Councilmember Anderson to approve a resolution accepting the 2023-33 Master Parks Plan. Seconded by Councilmember Nichols.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

9. Discuss, consider, and possible action on increasing the city homestead exemption.

City Manager Peacock stated that the City of Joshua's homestead exemption is currently \$5,000. In addition, he gave an update of the exemption was changed:

Exemption	Cost to City
\$6,000	\$60,000
\$7,500	\$72,500
\$10,000	\$145,000

In addition, City Manager Peacock stated that the Texas House passed SB 3 today and it looks like there is possibility to move forward. He also stated that he is concerned regarding how many citizens are protesting.

City Manager Peacock reminded everyone that the City will exceed the 3 cent no new revenue rate, meaning we will need to reduce the tax rate.

Mayor Kimble noted that everyone sees immediate relief with a homestead exemption.

Councilmember Anderson stated that the City should be able to absorb an additional \$145,000.

Motion made by Councilmember Anderson to table this item until the June meeting. Seconded by Councilmember Nichols.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

10. Discuss, consider, and possible action on the appointment of a Mayor Pro-Tem for a one-year term.

Motion made by Councilmember Waldrip to appoint Mike Kidd as Mayor Pro Tem. Seconded by Councilmember Breitenstein.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson

11. Discuss, consider, and possible action on board appointment(s).

Motion made by Councilmember Kidd to appoint Johnny Waldrip to the Type A EDC Corporation. Seconded by Councilmember Marshall.

Voting Yea: Mayor Kimble, Councilmember Waldrip, Councilmember Kidd, Councilmember Nichols, Councilmember Breitenstein, Councilmember Marshall, Councilmember Anderson



**I. STAFF REPORT-APRIL 2023**

1. Police Department Monthly Report April 2023
2. Fire Department
3. Municipal Court
4. Public Works Report
5. Animal Services
6. Development Services
7. City Secretary

**J. FUTURE AGENDA ITEMS/REQUESTS BY COUNCIL MEMBERS TO BE ON THE NEXT AGENDA**

*Councilmembers shall not comment upon, deliberate, or discuss any item that is not on the agenda. Councilmembers shall not make routine inquiries about operations or project status on an item that is not posted. However, any Councilmember may state an issue and request to place the item on a future agenda.*

City Manager Peacock-Professional Planner

**K. ADJOURNMENT**

Mayor Kimble adjourned the meeting at 8:18 pm.

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Scott Kimble, Mayor

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Alice Holloway, City Secretary

Approved: June 15, 2023

**CITY OF JOSHUA, TEXAS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AMENDING EXHIBIT A, "DISANNEXATION TRACTS," TO CORRECT A SCRIVENER'S ERROR CONTAINED IN CITY OF JOSHUA ORDINANCE NO. 849-2022; MAKING FINDINGS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, on or about November 17, 2022, the City Council of the City of Joshua, Texas, adopted Ordinance No. 849-2022, which ordinance disannexed certain tracts of land described in Exhibit A to said ordinance; and

**WHEREAS**, there were two (2) tracts of land described in Exhibit A, the description of which contained certain errors, and it is the desire of the City Council to correct those descriptions through the adoption of this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THAT:**

**SECTION 1**

All of the above findings are hereby found to be true and correct and are incorporated into the body of this Ordinance in their entirety.

**SECTION 2**

Exhibit A to Ordinance No. 849-2022 is hereby amended as follows:

"Disannexation Tract 2 should read: JCAD #: 126.0603.00860, ABST 603, TR 26F of the WH Miller being  $\pm 2.00$  acres.

\* \* \*

Disannexation Tract 7 should read: JCAD # 126.3587.00030, Lot 3, 4, 5, Block 1 of the Wilson Est, being  $\pm 1.372$  acres."

**SECTION 3**

Any provisions of the ordinances of the City of Joshua in conflict with the provisions of this Ordinance shall be and the same are hereby repealed and any provisions not so in conflict with the provisions of the Ordinance shall remain in full force and effect.

**SECTION 4**

In the event any section, paragraph, subdivision, clause, phrase, provision,

sentence or part of this Ordinance or the application of the same to any entity or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Joshua, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

### **SECTION 5**

This Ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

**DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, ON THIS THE 20TH DAY OF APRIL, 2023.**

\_\_\_\_\_  
Scott Kimble, Mayor

**ATTEST:**

\_\_\_\_\_  
Alice Holloway, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Terrence S. Welch, City Attorney



**City Council Agenda  
June 15, 2023**

**Minutes Resolution**

**Action Item**

**Agenda Description:**

Discuss, consider, and possible action on development agreements and property owners replacing the agreements dated 2018 and authorizing the City Manager to sign all necessary documents.

**Background Information:**

In 2018, several property owners agreed to a development agreement that guarantees the continuation of the extraterritorial status of their property, its immunity from annexation by the City, and its immunity from City property taxes for the term of five (5) years.

As these agreements are set to expire soon, staff has been directed to offer the same agreement with a term of twenty (20) years. There is approximately 100 development agreements staff is working to renew.

The City Secretary's Office is currently working with property owners to sign new agreements.

Agreements will be placed on agenda for possible approval as they are signed by the property owner. Once City Council approves, they will be filed with Johnson County Clerks Office and a copy will be kept for city records and a copy will be mailed to each property owner.

The following addresses have been approved by the property owners

300 Ranch Rd

1211 Cr 705

1215 Cr 705

**Financial Information:**

Cost of notices and filing fees. Approximately \$55.00 per agreement.

**City Contact and Recommendations:**

Alice Holloway, City Secretary

**Attachments:**

1. Blank Agreement (same for all property owners)

STATE OF TEXAS  
COUNTY OF JOHNSON

§  
§  
§

### **DEVELOPMENT AGREEMENT**

This Development Agreement ("Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the City of Joshua, Texas ("City"), and \_\_\_\_\_ landowner," whether singularly or collectively). Landowner and the City are sometimes referred herein together as the "Parties" and individually as a "Party."

1. This Agreement is made pursuant to Section 43.016 and/or Subchapter G of Chapter 212 of the Texas Local Government Code, both as amended, to facilitate the continuation of the extraterritorial status of certain property ("Property") owned by Landowner, which Property consists of \_\_\_\_ acres, more or less, and which is shown and/or described in Exhibit A, attached hereto and incorporated by reference.

2. The City guarantees the continuation of the extraterritorial status of the Property, its immunity from annexation by the City, and its immunity from City property taxes for the Term (as hereinafter defined) of this Agreement, subject to the provisions of this Agreement. Except as provided in this Agreement, the City agrees not to annex the Property, agrees not to involuntarily institute proceedings to annex the Property, and further agrees not to include the Property in any annexation plan for the Term of this Agreement; however, in the event that the City annexes the Property for any reason authorized by this Agreement, the City shall provide those services to the Property required by Chapter 43 of the Texas Local Government Code, as amended.

3. For those properties subject to Chapter 23 of the Texas Tax Code, as amended, Landowner hereby covenants and agrees not to use the Property for any use other than for agriculture, wildlife management and/or timber land consistent with said Chapter 23. In the event Landowner develops, subdivides or plats the Property during the Term of this Agreement, Landowner agrees that the use and development of the Property pursuant to this Agreement shall conform to the uses, density, layout, permitting requirements (including but not limited to submittal of site plans and plats) and development standards (including but not limited to masonry requirements, parking standards and landscaping standards) set forth in the code of ordinances of the City (including but not limited to the City's zoning ordinance and subdivision regulations), as they exist or may be amended. For those properties subject to Section 212.172 of the Texas Local Government Code, as amended, Landowner hereby covenants and agrees not to use the Property for any use except the currently existing use of the Property. Landowner further agrees that any future development of the Property pursuant to this Agreement shall conform to the uses, density, layout, permitting requirements (including but not limited to submittal of site plans and plats) and development standards (including but not limited to masonry requirements, parking standards and landscaping standards) set forth in the code of ordinances of the City (including but not limited to the City's zoning ordinance and subdivision regulations), as they exist or may be amended. For purposes of building materials and masonry requirements, with respect to any and all structures to be constructed on the Property pursuant

to this any City requirements, Landowner hereby waives any right, requirement or enforcement of Texas Government Code §§ 3000.001-3000.005, as amended.

4. All structures on the Property as of the date of execution of this Agreement (“Pre-Existing Structures”) are found to be conforming structures, and the City shall take no action during the Term of this Agreement that, as a result, would make any Pre-Existing Structures nonconforming or illegal. Landowner shall have the right to rebuild or reconstruct any Pre-Existing Structures to its previous configuration; however, Landowner shall rebuild or reconstruct in accordance with the City’s then-existing building and construction codes.

5. Nothing in this Agreement prohibits the use of the Property as it currently is used as of the date of execution of this Agreement. Further, Landowner may construct any accessory structure(s) in compliance with applicable City ordinances and codes.

6. This Agreement shall be effective as of the date of execution of this Agreement for a period of twenty (20) years, with a termination date of July 1, 2042, unless agreed to otherwise by the Parties in writing (“Term”). On or before the expiration of the Term, the Parties may meet to agree on any mutually agreeable extension of this Agreement for an additional Term. In the event that there is no extension of this Agreement for an additional Term, after the termination date of this Agreement, the City may annex the Property during the five (5) year period following the date of termination of this Agreement. During a five (5) year period following the date of termination of this Agreement, the Property shall be subject to annexation at the sole discretion of the City and Landowner agrees that such annexation is and shall be deemed voluntary and Landowner hereby requests and irrevocably consents to such annexation.

7. The Parties agree that the City, in its sole discretion, shall determine whether Landowner is in compliance with this Agreement. The City and Landowner agree that the City, in its sole discretion, may initiate annexation proceedings for the Property if there is a violation of the terms of this Agreement or if Landowner requests annexation. In such event, Landowner agrees that such annexation is and shall be deemed voluntary and Landowner hereby requests and irrevocably consents to such annexation.

8. During the Term of this Agreement, in the event the Property is subdivided or Landowner files any development-related document for the Property with Johnson County or the City (except for the rebuilding or reconstruction of any Pre-Existing Structure, in accordance with Paragraph 4, above), this Agreement shall be rendered null and void and of no further effect, and the Property may be annexed by the City. Landowner agrees and acknowledges that if any plat or development-related document is filed in violation of this Agreement, or if Landowner commences development of the Property in violation of this Agreement, then in addition to the City’s other remedies, such act will constitute a petition for voluntary annexation by Landowner, and the Property will be subject to annexation at the discretion of the City. Landowner agrees that such annexation shall be voluntary and Landowner hereby requests and irrevocably consents to such annexation.

9. This Agreement is assignable. If all or any portion of the Property is sold, transferred or otherwise conveyed, Landowner shall give written notice to the City within five (5) business days thereof, and provide the City with the name, address, telephone number and contact person of the person or entity acquiring an interest in the Property. This Agreement shall run with the land, shall be filed in the property records of Johnson County, Texas, and shall be binding on and inure to the benefit of Landowner's successors and assigns. In conjunction with the City's approval of this Agreement, Landowner shall pay to the City applicable filing, administrative and recording fees in the amount of \$75.00.

10. Except as provided for in this Agreement, the Parties agree that Landowner shall be bound and subject to all development and subdivision ordinances of the City. Any construction on the Property shall be in accordance with applicable ordinances and regulations of the City, now existing or in the future arising, including any and all uniform building and construction codes, as adopted by the City.

**11. LANDOWNER HEREBY RELEASES THE CITY, ITS COUNCIL MEMBERS, OFFICERS, AGENTS, REPRESENTATIVES AND EMPLOYEES, FROM AND AGAINST, AND WAIVES ANY AND ALL RIGHTS TO ANY AND ALL CLAIMS AND/OR OBJECTIONS, IT MAY HAVE WITH REGARD TO THE ANNEXATION AS DESCRIBED IN THIS AGREEMENT.**

12. This Agreement and any dispute arising out of or relating to this Agreement shall be governed by and construed in accordance with the laws of the State of Texas, without reference to its conflict of law rules. In the event of any dispute or action under this Agreement, venue for any and all disputes or actions shall be instituted and maintained in Johnson County, Texas.

13. In the event any 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 other provisions.

14. The rights and remedies provided by this Agreement are cumulative and the use of any one right or remedy by either Party shall not preclude or waive its right to use any or all other remedies. Said rights and remedies are given in addition to any other rights the Parties may have by law statute, ordinance, or otherwise. The failure by any Party to exercise any right, power, or option given to it by this Agreement, or to insist upon strict compliance with the terms of this Agreement, shall not constitute a waiver of the terms and conditions of this Agreement with respect to any other or subsequent breach thereof, nor a waiver by such Party of its rights at any time thereafter to require exact and strict compliance with all the terms hereof. Any rights and remedies any Party may have with respect to the other arising out of this Agreement shall survive the cancellation, expiration or termination of this Agreement, except as otherwise set forth herein.

15. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.



16. The undersigned officers and/or agents of the Parties hereto are the properly authorized persons and have the necessary authority to execute this Agreement on behalf of the Parties hereto. In the event there are more landowners than those who are signatories to this Agreement, the Landowner(s) who execute this Agreement acknowledge that he/she/they are executing this Agreement with the consent and full authority of any other landowner(s).

17. This Agreement may be only amended or altered by written instrument signed by the Parties.

18. Any controversy or claim arising from or relating to this Agreement, or a breach thereof (excluding any claim by Landowner in any way related to Paragraph 7 herein) shall be subject to non-binding mediation, as a condition precedent to the institution of legal or equitable proceedings by any party unless the institution of such legal or equitable proceeding is necessary to avoid the running of an applicable statute of limitation. The parties shall endeavor to resolve their claims by mediation. Landowner and the City shall share the costs of mediation equally. The mediation shall be held in Joshua, Texas, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

19. The individuals executing this Agreement on behalf of the respective parties below represent to each other and to others that all appropriate and necessary action has been taken to authorize the individual who is executing this Agreement to do so for and on behalf of the party for which his or her signature appears, that there are no other parties or entities required to execute this Agreement in order for the same to be an authorized and binding agreement on the party for whom the individual is signing this Agreement and that each individual affixing his or her signature hereto is authorized to do so, and such authorization is valid and effective on the date hereof.

20. Each party represents this Agreement has been read by such party and that such party has had an opportunity to confer with its counsel.

21. The parties agree that City has not waived its sovereign immunity by entering into and performing its obligations under this Agreement.

22. Nothing in this Agreement shall be construed to create any right in any third party not a signatory to this Agreement, and the parties do not intend to create any third-party beneficiaries by entering into this Agreement.

23. This Agreement is the entire agreement between the Parties with respect to the subject matters covered in this Agreement. There are no other collateral oral or written agreements between the Parties that in any manner relates to the subject matter of this Agreement, except as provided or referenced in this Agreement.

**EXECUTED** by the Parties on the dates set forth below, to be effective as of the date first written above.

**CITY OF JOSHUA, TEXAS**

By: \_\_\_\_\_  
Mike Peacock, City Manager

Date: \_\_\_\_\_

**STATE OF TEXAS        )**  
                                          )  
**COUNTY OF JOHNSON    )**

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_, 2023, by Mike Peacock, City Manager of the City of Joshua, Texas, on behalf of the City of Joshua.

\_\_\_\_\_  
Notary Public, State of Texas

My Commission Expires:

\_\_\_\_\_

**Landowner**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**STATE OF TEXAS        )****COUNTY OF JOHNSON    )**

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_,  
2023, by \_\_\_\_\_.

My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Texas**Landowner**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**STATE OF TEXAS        )****COUNTY OF JOHNSON    )**

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_,  
2023, by \_\_\_\_\_.

My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Texas

**EXHIBIT A**

Description of the Property

JCAD #:

Address:

Lot \_\_\_\_ Blk \_\_\_\_

Being \_\_\_\_ acre(s)



**City Council Agenda  
June 15, 2023**

**Minutes Resolution**

**Action Item**

**Agenda Description:**

Public hearing on a request for a zoning change regarding approximately 1.594 acres of land in the H. G. Cason Survey, Abstract No. 156, County of Johnson, Texas, located at 131 Oak Hill Dr., to change from (MH) Hud Code Manufactured Home District to the (R2) Two Family Residential District to allow for the construction of a duplex.

- A. Staff Presentation
- B. Owner's Presentation
- C. Those in Favor
- D. Those Against
- E. Owner's Rebuttal

**Background Information:**

**HISTORY:** The current property is undeveloped and has never been platted. The property will be required to Final Plat.

**ZONING:** This property is zoned (MH) Hud Code Manufactured Home District.

**ANALYSIS:** The proposed development of this property is to allow for the construction of a duplex.

**Financial Information:**

The cost associated with the zoning change request is the publication expense and mailing of public hearing notices to property owners within 200 ft. as required by law. Public written notices sent out not less than 10 days before the P&Z public hearing and at least 15 days before the City Council public hearing.

**City Contact and Recommendations:**

Aaron Maldonado, Development Services Director

Staff recommends approval. The P&Z Commission has made their recommendation for approval at the June 5<sup>th</sup> meeting.

**Attachments:**

- 1) Rezone Application
- 2) Legal Description
- 3) Vicinity Map
- 4) JCSUD Invoice
- 5) Public Notice

*Item 1.*

# City of Joshua Development Services Universal Application

Please check the appropriate box below to indicate the type of application you are requesting provide all information required to process your request.

Item 1.

- |                                                  |                                                           |                                                            |
|--------------------------------------------------|-----------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Pre-Application Meeting | <input type="checkbox"/> Comprehensive Plan Amendment     | <input checked="" type="checkbox"/> Zoning Change          |
| <input type="checkbox"/> Conditional Use Permit  | <input type="checkbox"/> Zoning Variance (ZBA)            | <input type="checkbox"/> Subdivision Variance              |
| <input type="checkbox"/> Preliminary Plat        | <input type="checkbox"/> Final Plat                       | <input type="checkbox"/> Amending Plat                     |
| <input type="checkbox"/> Replat                  | <input type="checkbox"/> Planned Development Concept Plan | <input type="checkbox"/> Planned Development Detailed Plan |
| <input type="checkbox"/> Minor Plat              | <input type="checkbox"/> Other _____                      |                                                            |

## PROJECT INFORMATION

Project Name: MADDUX CUSTOM HOMES LLC DUPLEX

Project Address (Location): 131 OAK HILL DR JOSHUA, TX. 76058

Existing Zoning: R-1 MH Proposed Zoning: R-2

Existing Use: VACANT LOT Proposed Use: DUPLEX

Existing Comprehensive Plan Designation: \_\_\_\_\_ Gross Acres: 1.59

**Application Requirements:** The applicant is required to submit sufficient information that describes and justifies the proposal. See appropriate checklist located within the applicable ordinance and fee schedule for minimum requirements. Incomplete applications will not be processed.

## APPLICANT INFORMATION

Applicant: LARRY MADDUX Company: MADDUX CUSTOM HOMES LLC

Address: 4500 BUFFALO LN Tel: 817-832-2074 Fax: 817-558-0410

City: JOSHUA State: TX ZIP: 76058 Email: PJLGMADDUX@AOL.COM

Property Owner: LARRY MADDUX Company: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

Key Contact: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_ Email: \_\_\_\_\_

SIGNATURE OF PROPERTY OWNER OR APPLICANT (SIGN AND PRINT OR TYPE NAME)

SIGNATURE: Larry Maddux

(Letter of authorization required if signature is other than property owner)

Print or Type Name: LARRY MADDUX

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal of office on this 19 day of May 20 23

April D. Breitenstein  
Notary Public APRIL D. BREITENSTEIN

Signature April D. Breitenstein Date: 5-19-23



APRIL D. BREITENSTEIN  
My Notary ID # 10205752  
Expires June 12, 2023

## For Departmental Use Only

Permit # 23-00251-01

Case No.: P223-01

Project Manager: Larry Maddux

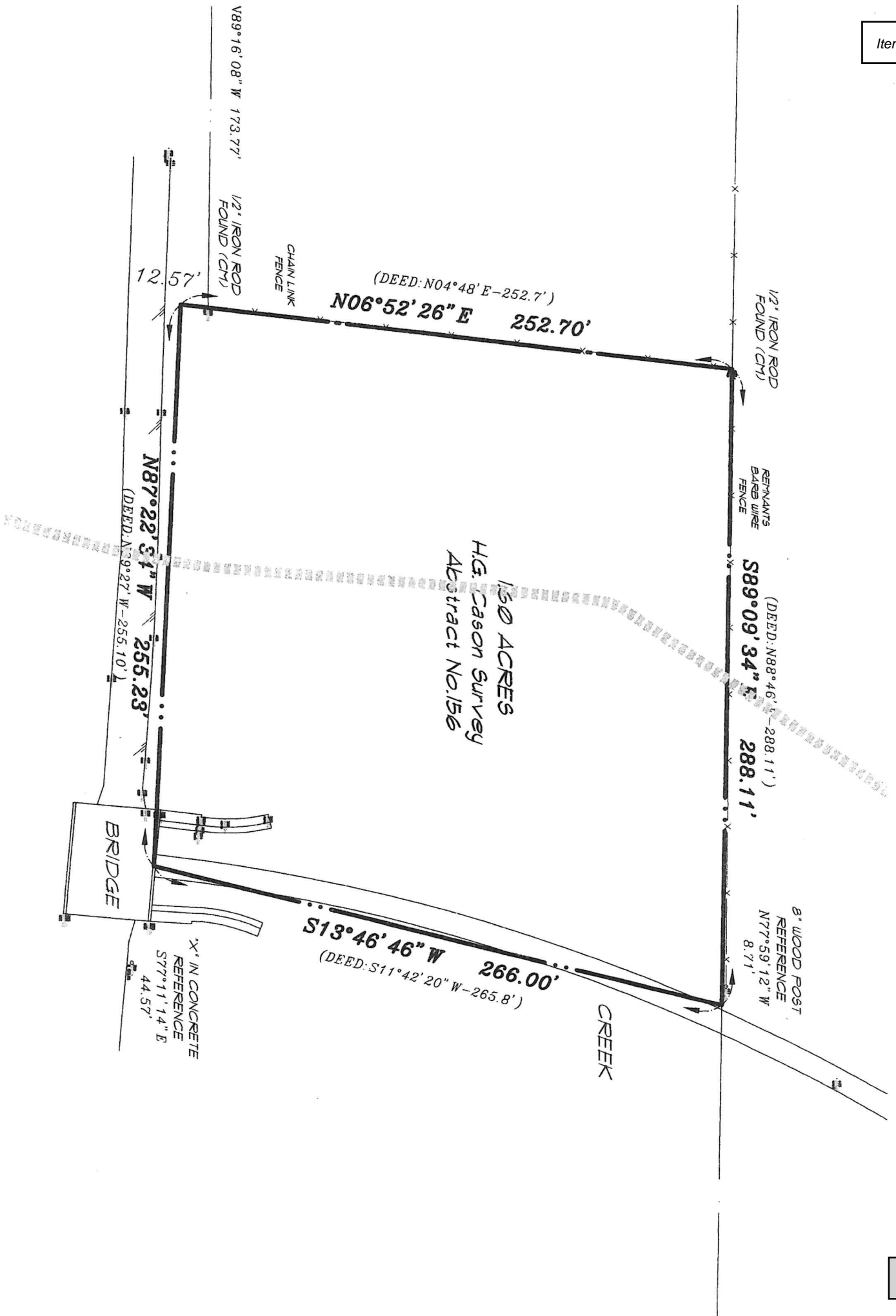
Total Fee(s): \$500

Check No: 3607

Date Submitted: 5-19-23

Accepted By: Laci Young

Date of Complete Application 5-22-23





**TITLE RESOURCES GUARANTY COMPANY**  
**OWNER'S POLICY OF TITLE INSURANCE T-1**  
**SCHEDULE A**

Name and Address of Title Insurance Company:  
 Title Resources Guaranty Company  
 8111 LBJ Freeway #1200  
 Dallas, TX 75251

File No.: 104007922

Policy No.: 581-O-104007922

Address for TBD Oak Hill Drive, Joshua, TX 76058

Reference only:

Amount of Insurance: \$10,000.00

Premium: \$328.00

Date of Policy: November 25, 2020 at 10:15 AM

1. Name of Insured:

Maddux Custom Homes, LLC

2. The estate or interest in the Land that is insured by this policy is:

Fee Simple

3. Title is insured as vested in:

Maddux Custom Homes, LLC

4. The Land referred to in this policy is described as follows:

All that certain tract or parcel of land situated in County of Johnson, State of Texas, being a part of the H.G. Cason Survey, Abstract No. 156, being a portion of that certain tract of land, containing a called 28.5 acres, conveyed by D.W. Curtis, et ux to David Lynn Russell by Deed recorded in Volume 477, Page 72, Deed Records, Johnson County, Texas, and being more particularly described as follows:

All bearings being correlated to the North line of 28.5 acre tract (North 88 degrees 46 minutes East).

BEGINNING at an iron pin in the North line of the H.G. Cason Survey for a corner, said corner being in the North line of the David Lynn Russell called 28.5 acre tract, South 88 degrees 46 minutes West a distance of 56.0 feet from the Northeast corner of said 28.5 acre tract;

THENCE South 11 degrees 42 minutes 20 seconds West, a distance of 265.8 feet to an iron pin for a corner, said corner being in the North line of Oak hill;

THENCE North 89 degrees 27 minutes West, with the North line of Oak hill Road, a distance of 255.1 feet to an iron pin for a corner;

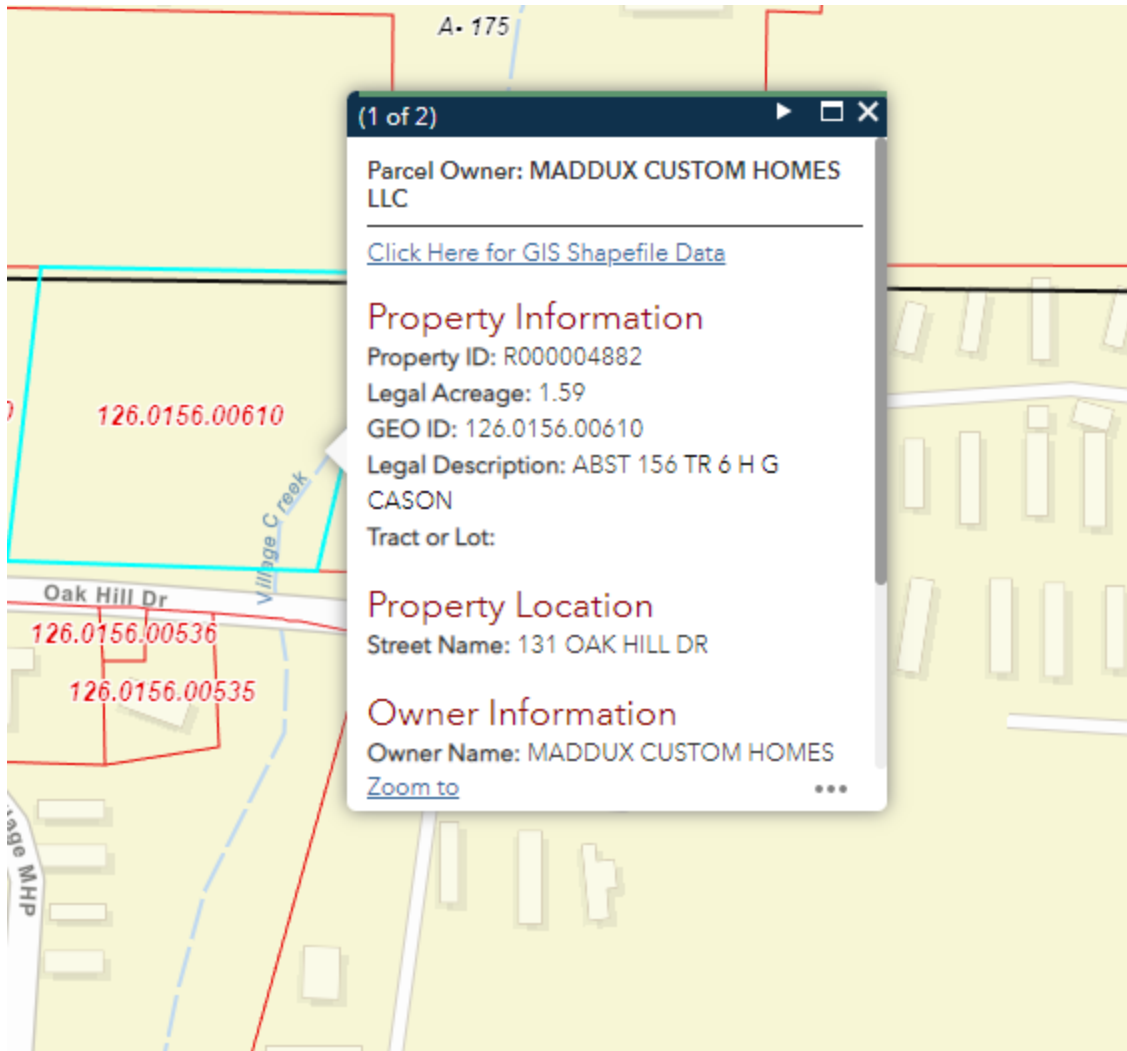
THENCE North 4 degrees 48 minutes East, a distance of 252.7 feet to an iron pin for a corner, said corner being in the North line of H.G. Cason Survey and the North line of the David Lynn Russell called 28.5 acre tract;

**SCHEDULE A**  
(Continued)

THENCE North 88 degrees 46 minutes East, with the North line of the H.G. Cason Survey and the North line of the David Lynn Russell called 28.5 acre tract, a distance of 288.11 feet to the point of beginning and containing 1.594 acres, of land more or less.

SAVE & EXCEPT; that portion lying on the East property line overlapping a 0.32 acre tract owned by Olan Blake Evans and wife, Carol Sue Evans as recorded in Volume 862, Page 198, Deed Records, Johnson County, Texas.

Note: The Company is prohibited from insuring the area or quantity of the land described herein. Any statement in the legal description contained in Schedule "A" as to area or quantity of land is not a representation that such area or quantity is correct, but is made only for informal identification purposes and does not override Item 2 of Schedule "B" hereof.



## Johnson County Special Utility District

## INVOICE

PO Box 1390  
 Joshua, TX 76058  
 Phone 817-760-5200 Fax 817-760-5238

DATE: May 9, 2023  
 INVOICE # 2023.05.09  
 ACCT#:

**Bill To:**  
 Larry Maddux  
 4500 Buffalo Ln  
 Joshua, TX 76058

131 Oak Hill Dr	TOTAL	AMOUNT
<b>5/8x3/4" Domestic Water Service X2 (Monthly Min = \$33.00)</b>		
Deposit	\$	400.00
Installation Phase	\$	2,100.00
System Development Fee	\$	8,120.00
	\$	-
<b>Wastewater (Monthly Min = \$22.00)</b>		
System Development Fee	\$	4,350.00
Tex-Pro Construction Estimate	\$	5,600.00
TOTAL AMOUNT DUE ==>>		\$ 20,570.00

Make all checks payable to **Johnson County Special Utility District**  
 If you have any questions concerning this invoice, contact Lindsey Carroll at 817-760-5244

MAKE EVERY DROP COUNT!



Tex-Pro Construction, LLC  
2666 Quinn St.  
Fort Worth, TX 76105 US  
martinezconrado@att.net



## ESTIMATE

### ADDRESS

JOHNSON COUNTY  
SPECIAL UTILITY  
DISTRICT  
740 FM 3048  
Joshua, Texas 76058

### SHIP TO

133 Oak Hill Drive  
Joshua, TX

ESTIMATE # 1337

DATE 04/18/2023

### DESCRIPTION

Install new 6" sewer service to manhole  
Approximately 40 LF  
Core manhole  
Repair asphalt  
Labor and materials

TOTAL

**\$5,600.00**

Accepted By

Accepted Date

THANK YOU FOR YOUR BUSINESS!

## Notice of Public Hearing

Notice is hereby given that the City of Joshua's Planning and Zoning Commission and City Council will conduct public hearings to consider the request for a rezone, in the H. G. Cason Survey, Abstract No. 156, County of Johnson, Texas, located at 131 Oak Hill Dr., and being approximately 1.594 acres of land, changing the zoning from (MH) Hud Code Manufactured Home District to the (R2) Two Family Residential District, to allow for the construction of a duplex.

The Planning and Zoning Commission will conduct its public hearing on June 5, 2023, at 6:30 PM, and the City Council will conduct its public hearing and consideration on June 15, 2023, at 6:30 PM. Both meetings will be held in the City Council Chambers at Joshua City Hall, 101 South Main Street, Joshua, TX 76058.



**City Council Agenda  
June 15, 2023**

**Ordinance**

**Action Item**

**Agenda Description:**

Discuss, consider, and possible action on a request for a zoning change by ordinance regarding approximately 1.594 acres of land in the H. G. Cason Survey, Abstract No. 156, County of Johnson, Texas, located at 131 Oak Hill Dr., to change from (MH) Hud Code Manufactured Home District to the (R2) Two Family Residential District to allow for the construction of a duplex.

**Background Information:**

**HISTORY:** The current property is undeveloped and has never been platted. The property will be required to Final Plat.

**ZONING:** This property is zoned (MH) Hud Code Manufactured Home District.

**ANALYSIS:** The proposed development of this property is to allow for the construction of a duplex.

**Financial Information:**

The cost associated with the zoning change request is the publication expense and mailing of public hearing notices to property owners within 200 ft. as required by law. Public written notices sent out not less than 10 days before the P&Z public hearing and at least 15 days before the City Council public hearing.

**City Contact and Recommendations:**

Aaron Maldonado, Development Services Director

Staff recommends approval.

**Attachments:**

**1. Ordinance**





## CITY OF JOSHUA, TEXAS

### ORDINANCE NO.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF JOSHUA, TEXAS, BY CHANGING THE ZONING ON PROPERTY LOCALLY KNOWN AS 131 OAK HILL DRIVE IN THE CITY OF JOSHUA, TEXAS, CONSISTING OF APPROXIMATELY 1.594 ACRES OF LAND MORE PARTICULARLY DESCRIBED AS H. G. CASON SURVEY, ABSTRACT NO. 156, IN THE CITY OF JOSHUA, JOHNSON COUNTY, TEXAS, FROM THE (MH) HUD CODE MANUFACTURED HOME DISTRICT, TO THE (R2) TWO FAMILY RESIDENTIAL DISTRICT. REPEALING ALL CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, after public notice and public hearing as required by law, the Planning and Zoning Commission of the City of Joshua, Texas, has recommended a change in zoning classification on the property described herein and has recommended amending the City's official zoning map regarding the granting of a Zone change; and

**WHEREAS**, all legal requirements, conditions and prerequisites have been complied with prior to this case coming before the City Council of the City of Joshua, Texas; and

**WHEREAS**, the City Council of the City of Joshua, Texas, after a public notice and public hearing as required by law, and upon due deliberation and consideration of the recommendation of said Planning and Zoning Commission and of all testimony and information submitted during said public hearing, has determined that, in the public's best interest and support of the health, safety, morals and general welfare of the citizens of the City, the zoning of the property described herein shall be changed to allow for a Zone Change on said property, and that the official zoning map of the City of Joshua, Texas, shall be amended to reflect the rezoning of the property herein described.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THAT:**

#### **SECTION 1**

All of the above premises are found to be true and correct legislative and factual determinations of the City of Joshua, Texas, and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

#### **SECTION 2**

From and after the effective date of this Ordinance, the property described herein shall be rezoned as set forth in this section, and the official zoning map of the City of

Joshua, Texas, is hereby amended and changed in the following particulars to reflect the action taken herein, in order to create a change in the zoning classification of the property described herein, as follows:

That the property locally known as 131 Oak Hill Drive, more particularly described as Abstract No. 156, H. G. Cason Survey in the City of Joshua, Johnson County, Texas, presently zoned as Hud Code Manufactured Home District (MH) District is hereby changed to Two Family Residential District (R-2) subject to a pursuant to the terms and provisions of the City's Zoning Ordinance, contained in Exhibit A to Chapter 14 of the City's Code of Ordinances.

### **SECTION 3**

This Ordinance shall be cumulative of all provisions of ordinances of the City of Joshua, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

### **SECTION 4**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section, and said remaining portions shall remain in full force and effect.

### **SECTION 5**

Any person, firm or corporation who violates any provision of this Ordinance or of the site plan attached hereto shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished by fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense, and each and every day such violation shall continue shall constitute a separate offense.

### **SECTION 6**

This Ordinance shall take effect and be in full force from and after its passage and publication, as provided by the Revised Civil Statutes of the State of Texas.

**DULY PASSED AND APPROVED** by the City Council of the City of Joshua, Texas, this the 15th day of June, 2023.

---

Scott Kimble, Mayor

**ATTEST:**

---

Alice Holloway, City Secretary

**APPROVED AS TO FORM:**

---

Terrence S. Welch, City Attorney

**CITY OF JOSHUA, TEXAS****ORDINANCE NO. 783-2020**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AMENDING ORDINANCE NO. 783-2020 BY ADJUSTING THE HOMESTEAD TAX EXEMPTION TO \_\_\_\_\_ PERCENT OF THE APPRAISED VALUE OF THE HOMESTEAD; MAKING FINDINGS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Constitution of the State of Texas was amended in 1981 by a vote of the people to allow cities the local option to grant homestead exemptions; and

**WHEREAS**, the City Council recommended an exemption of \_\_\_\_\_ in a meeting of the City Council on June 15, 2023; and

**WHEREAS**, the City Council has determined that a homestead exemption of \_\_\_\_\_ percent (\_\_\_%) would be in the best interests of the residents of the City of Joshua and would promote the goal of equity in taxation.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THAT:**

**SECTION 1**

All of the above findings are hereby found to be true and correct and are hereby incorporated into the body of this Ordinance as if fully set forth herein.

**SECTION 2**

From and after the effective date of this Ordinance, a homestead exemption of \_\_\_\_\_ percent (\_\_\_%) is granted to all qualified homeowners subject to the City's property tax pursuant to the laws of the State of Texas regulating the assessment of ad valorem taxes. If this percentage produces an exemption of less than five thousand dollars (\$5,000) when applied to a particular residence homestead, the individual shall be entitled to an exemption of five thousand dollars (\$5,000) of the assessed value of the property.

**SECTION 3**

The Chief Appraiser for the Johnson County Appraisal District shall give appropriate notice to the general public advising it of the availability of the exemption.

**SECTION 4**

This Ordinance shall apply to the 2023 tax roll and all subsequent tax rolls unless repealed or amended by ordinance.

**SECTION 5**

This Ordinance shall become effective from and after its passage.

**DULY PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE  
CITY OF JOSHUA, TEXAS, ON THIS 15TH DAY OF JUNE 2023.**

\_\_\_\_\_  
Scott Kimble, Mayor

**ATTEST:**

\_\_\_\_\_  
Alice Holloway, City Secretary

**APPROVED AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
Terrence S. Welch, City Attorney



**City Council Agenda  
June 15, 2023**

**Minutes Resolution**

**Action Item**

**Agenda Description:**

Discuss, consider, and possible action on board appointments. (Staff Resource: A. Holloway)

**Background Information:**

There are two vacant seats on the Heritage Preservation Committee. In 2022, the requirements to serve on the board were changed so any citizen inside city limits may serve.

Ms. Jenna Thomas has filed an board application and has asked to be appointed to fill one of the vacancies.

**Financial Information:**

NA

**City Contact and Recommendations:**

Alice Holloway, City Secretary

**Attachments:**

1. Board Application with redactions



**City of Joshua**  
101 S. Main Street, Joshua, TX 76058

**City Secretary's Office**  
(817) 558-7447 / Fax (817) 641-7526

**BOARD / COMMISSION APPLICATION FORM**

**Full Name:** Jenna Thomas

**Address:** 398 lighthouse ct. Joshua, tx

**Phone No.** [REDACTED]

**Email:** [REDACTED]

**Resident of the City, if yes, how many years?** Yes-2 years

**Occupation:** Environmental Manager

**Place of Employment:** NAS JRB

**Employment Address:** 1215 Depot Ave. Fort Worth, TX

**Voter Registration No.:** [REDACTED] **Date of Birth:** [REDACTED]

**Boards/Commission Chosen:**

Zoning Board of Adjustment, Type "B" Economic Development Corporation  
Board, Heritage Preservation Committee, Library Board

**If you are interested in more than one board, What board is your preference:**

Heritage Preservation and/or Type B

**Name:**Jenna Thomas

**Date:**05/24/2023



# Joshua Police Department



Item 1.

Service Accountability Integrity Respect Teamwork

## May 2023

The police department participated in a memorial service hosted by the City of Keene as part of National Police Week. The department was represented by members of patrol, criminal investigations, and the command staff.

The police department is continuing to prepare for an onsite review of policy and practices for re-accreditation by the Texas Police Chiefs Association. The review and inspection will take place in the fall of 2023. The department is also moving forward with the Citizen on Patrol program. The program is going through the final stages of review and implementation before training begins for CPA alumni interested in becoming a Citizen on Patrol volunteer.

There was an uptick of reportable crashes in May. The increase in numbers is attributed to weather factors, i.e., rain and wet roadways and several single vehicle crashes including a subject fleeing from Burleson PD officers.

## Patrol

Category	May 2023	May 2022	2023 year to date
Dispatched Calls	256	249	1,127
Arrests	9	13	47
Crash Reports	11	7	25
Traffic Stops	724	531	2,320
Citations	370	158	1,071
Outside LE Agency Assist	14	11	47
Reports	54	50	218

## K9

K9 Camo participated in 7.5 training hours in the month of May and was deployed once for the Johnson County Sheriff's Office. Camo made a positive alert for marijuana.

## Investigations

Category	May 2023	May 2022	2023 year to date
Crimes Against Persons	5	6	15
Property Crime (Thefts, Damage)	10	6	46





# Joshua Police Department



Item 1.

Service Accountability Integrity Respect Teamwork

Other (Drug or Alch/Missing/Deceased)	39	38	127
---------------------------------------	----	----	-----

## Code Enforcement

Sign Violations	33
High Grass and Weeds	17
Junk and Debris	3
Unapproved Parking Surface	2
Overgrown Vegetation	2
Outside Storage	1
No Fence Permit	1
Junked Vehicle	1
RV Parking	1

## Training

Officer Smith attended OC (Pepper Spray) instructor and Taser Instructor courses in May. Detective Sosebee attended training sponsored by the Child Exploitation Unit of the Texas Attorney General’s Office. Officer Barger attended Intermediate Crime Scene and subsequently met the requirements for his Intermediate Peace Officer License.

## Community Outreach

Event	Date
CT 100 Clay Shoot	May 5 <sup>th</sup>
Crime Stoppers	May 9 <sup>th</sup>
Tarrant Area Food Bank	May 11 <sup>th</sup>
Peace Office Memorial	May 15 <sup>th</sup>
Movie in the Park	May 26 <sup>th</sup>



## Joshua Fire Department Monthly Activity Report

May 2023

### PERSONNEL & RECENT ACTIVITIES

Volunteer hours dropped to 316 from 358 in April.

### EMERGENCY MANAGEMENT

The newest outdoor warning siren on Wagon Wheel and, the relocated siren at N. Main and Hwy 174, at this writing are not yet fully operational, but are expected to be in service the week of June 5th.

### FIRE MARSHAL'S OFFICE.

#### **FIRE INSPECTIONS**

Joshua Fire Marshal's office is diligently working to increase fire safety within the City of Joshua. Performing Fire Inspections allows the inspector to identify fire and safety hazards and work with the business owner or occupants to mitigate the hazards. In the month of May these inspections were completed.

InspectionType: All Types | Start Date: 05/01/2023 | End Date: 05/31/2023

ID	OCCUPANCY	DATE	INSPECTOR	INSP. RESULTS	NOTES
<b>Inspection Type: Annual</b>					
C.L.C.	Community Living Concepts	05/09/2023	Noblitt, Gage	Passed	
JP01	Joshua Pharmacy	05/11/2023	Noblitt, Gage	Passed	
PPP01	Pines Pet Pampering	05/25/2023	Noblitt, Gage	Passed	
BANK	Pinnacle Bank	05/25/2023	Noblitt, Gage	Passed	
SUBW02	Subway	05/25/2023	Noblitt, Gage	Passed	
Total # Inspections for: Annual:				5	
<b>Inspection Type: Complaint</b>					
TA 2020	Thermal Air, LLC	05/17/2023	Noblitt, Gage	Correction Notice Issued	
Total # Inspections for: Complaint:				1	
<b>Inspection Type: Yearly Mobile Home Park Inspection</b>					
RJ001	Ranches of Joshua	05/24/2023	Noblitt, Gage	Correction Notice Issued	
PVMHP01	Pecan Creek MHP	05/24/2023	Noblitt, Gage	Correction Notice Issued	
PV01	Joshua Ranchettes	05/24/2023	Noblitt, Gage	Passed	
Total # Inspections for: Yearly Mobile Home Park Inspection:				3	
<b>TOTAL # INSPECTIONS:</b>				<b>9</b>	

#### **INCIDENT INVESTIGATIONS**

The Fire Marshal's Office is responsible for investigating fires that occur within the city limits of Joshua as well as investigating Fire Alarm activations.

**333 Gregory St.-** 05/08/2023 16:32:30. Dispatched as a structure fire, upon arrival it was found to be an electrical failure at the meter box, no fire was present at the time, electrical equipment was arcing.

**204 Angus St.-** 05/13/2023 18:57:24. Dispatched as a structure fire, Fire Marshal responded, while en route Engine77 arrived on scene with smoke and fire showing. Fire Marshal investigated; the fire is believed to be accidental.

**411 N Broadway St.-** 05/13/2023 21:03:50 Dispatched as an electrical pole on fire, Engine7 arrived on scene and extinguished the fire. The fire is undetermined. Contact was attempted by phone for adjacent property owner, but no contact was made.

**909 S Broadway St.-** 05/22/2023 11:07:57 Dispatched as a fire alarm activation. Fire Department and Fire Marshal responded. Dispatch advised that it would be a manual pull station activation. The Pull station was identified and documented by the Fire Marshal; the alarm system was restored. The Fire Marshal and ISD PD reviewed camera footage, ISD PD handled further investigation.

**202 E 4<sup>th</sup> St-** 05/28/2023 22:14:20 Dispatched as a smoke detector activation. Fire Marshal and Fire Department responded. Engine77 arrived and there was no smoke or fire. Fire Marshal arrived on scene and spoke with the homeowner. Engine77 and Fire Marshal returned to service.

**EMERGENCY RESPONSE..**

<b>JOSHUA FIRE DEPARTMENT</b>									
<b>EMERGENCY RESPONSE STATISTICS</b>									
<b>YEAR:</b>	2023	<b>MONTH:</b>	May						
<b>EMERGENCY RESPONSES</b>									
<b>CITY INCIDENTS</b>		<b>May</b>	<b>YTD</b>	<b>COUNTY INCIDENTS</b>		<b>May</b>	<b>YTD</b>		
100-Fire, other		1	1	111-Building Fires		1	3		
111-Building Fires		1	3	137-Camper or recreational vehicle		1	1		
112-Fire in Structure other than Building		0	2	142-Brush and grass mixture fire		0	1		
113-Cooking Fire, confined to container		0	3	143-Grass Fires		0	2		
118-Trash/Rubbish Fire Contained		0	2	150-Outside Rubbish Fire		0	2		
131-Passenger vehicle fire		1	1	321-EMS-Exclude Vehicle accW/Inj		27	89		
140-Natural Vegetation Fire, Other		0	2	322-MVA with Injuries		0	6		
142-Brush or brush and grass mixture		0	1	324-MVA no Injuries		0	4		
143-Grass Fires		0	1	554-Assist Invalid		1	7		
150-Outside Rubbish		0	1	611-Dispatch & Cancelled Enroute		1	10		
151-Outside rubbish, trash or waste fire		0	3	631-Auth. controlled burning		1	3		
320-EMS call OTHER		0	1	651-Smoke scare, odor of smoke		0	3		
321-EMS - Exclude vehicle acc W/Inj		60	262	814-Lightning strike (no fire)		1	1		
322-MVA with Injuries		3	8	<b>TOTAL COUNTY</b>		<b>33</b>	<b>132</b>		
324-MVA with No Injuries		6	18						
400-Hazardous Condition, Other		0	2						
412-Gas leak (natural gas or LPG)		2	5						
422-Chemical spill or leak		1	1	<b>TOTAL INCIDENTS</b>		<b>143</b>	<b>584</b>		
424-Carbon Monoxide Incident		0	1						
440-Electrical wiring/equipment problem		1	1						
444-Power Line Down		4	6						
445-Arcing, shorted electrical equipment		1	1				<b>RESPONSE TIMES</b>	<b>April</b>	<b>May</b>
463-Vehicle accident, general clean up		0	2		<b>May</b>	<b>YTD</b>	JOSHUA	5:58	5:56
500-Service Call, other		0	1	MA RECEIVED	3	24	COUNTY	10:26	10:00
511-Lock-out		1	2	AA RECEIVED	7	27			
520-Water problem, other		1	1					<b>May</b>	<b>YTD</b>
542-Animal Rescue		1	3	<b>STAFFING</b>	<b>May</b>	<b>YTD</b>	<b>NO-RESP 2nd CALL</b>	0	0
551-Assist PD		1	2	INADEQUATE	0	0			
553-Public service		0	2	MISSED CALLS	0	0			
554-Assist Invalid		11	32						
561-Unauthorized Burn		0	1						
600-Good Intent		1	2						
611-Dispatched/Cancelled		3	28						
621-Wrong Location		0	2						
622-No incident found on arrival		0	1						
651-Smoke Scare/Odor of Smoke		0	2						
700-False alarm or false call, other		1	1						
710-Malicious, mischievous false call		1	1						

**EMERGENCY RESPONSE**., Cont..

Item 2.

711-Malicious False Alarm		0	1
712-Direct Tie to FD, Malicious False Alarm		0	1
730-System Malfunction		0	1
733-Smoke det activation- malfunction		0	3
740-Unintentional alarm, other		0	1
743-Smoke detector activation, no fire		1	3
800-Severe weather or natural disaster		1	1
900-Special type of incident, other		1	1
Mutual Aid Given		6	32
<b>TOTAL CITY</b>		<b>110</b>	<b>452</b>

**TRAINING**

DATE	TOPIC	HOURS	ATTENDANCE
05/01	EMS CE Pregnancy Med Emergencies	3	2
05/01	Back Pain/injuries	1	1
05/01, 03	Abdominal Trauma	1	3
05/02	Fire Ground Operations/Scenario	1	2
05/02	Breaching walls/tools	1	2
05/03	Ambulance safety/design	1.5	3
05/03	Stabilization Struts/Cribbing	2.5	3
05/04, 05	Performing V-E-I-S Operations	1	4
05/06	VEIS Operations	1	2
05/08	Alternative Drugs of Abuse	1	2
05/09	Ladders	1	2
05/10-12, 15-18, 21, 22	Forcible Entry	1.5	21
05/10	Air Bags/Cribbing	2	4
05/13, 30	Pumping Operations	1.75	4
05/15	Policies and Guidelines	1	1
05/17	Aerial Ops/Forcible Entry Hands-on	4	12
05/18	Forcible Entry Hands-on	2	2
05/19-21	Fire Streams	3.5	8
05/24	Response Priorities and Actions	1	1
05/24	Firefighter Safety	3	11
05/26	Response Priorities and Actions	1	2
05/26	B177 Ops and water flow	1	3
05/27	Brush truck Ops	1.5	3
05/28	Response Priorities and Actions	1	2
05/29	EV car fires and Tactics	1.5	2
5/30/31	EMS CE's Street Drugs	3	8

City of Joshua  
Municipal Court Council Report  
From 5/1/2023 to 5/31/2023

6/6/2023 5:

Item 3.

**Violations by Type**

Traffic	Penal	City Ordinance	Parking	Other	Total
352	4	9	1	8	374

**Financial**

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$15,347.41	\$6,928.47	\$14,077.50	\$704.05	\$853.60	\$37,911.03

**Warrants**

Issued	Served	Closed	Total
0	0	10	10

**FTAs/VPTAs**

FTAs	VPTAs	Total
0	0	0

**Dispositions**

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
110	0	88	5	22	225

**Trials & Hearings**

Jury	Bench	Appeal	Total
0	0	0	0

**Omni/Scofflaw/Collection**

Omni	Scofflaw	Collections	Total
37	0	37	74

**City of Joshua**  
**Parks & Recreation**  
**Status Report**  
**For the month of May 2023**

**City of Joshua**  
**Parks & Recreation**  
**Status Report**  
**For the month of May 2023**

Grounds Maintenance	City Park	Baseball Complex	City Facilities	Entry Way Signs	Activity	Total
Mowing	65	40	30		Mowing	135
Weed Eating, Edging, Blowing	40	30	20		Weed Eating, Edging, Blowing	90
Hedge & Tree Trimming	20				Hedge & Tree Trimming	20
Flower Beds/Landscaping	20				Flower Beds/Landscaping	20
Fertilizing/Over Seeding					Fertilizing/Over Seeding	
Irrigation					Irrigation	
Trash Removal	20	15	10		Trash Removal	45
Field Maintenance	Field One	Field Two	Field Three		Field Mowing	30
Mowing	10	10	10		Field Weed Eating	15
Weed Eating	5	5	5		Infield Edging	6
Infield Edging	2	2	2		Striping	3
Striping	1	1	1		Infield Draging	12
Infield Draging	4	4	4		Infield Repair	
Infield Repair					Fertilizing/Over Seeding	
Fertilizing/Over Seeding					Infield Watering	
Infield Watering					Trash Removal	
Trash Removal					Custodail Duties	40
Building Maintenance	City Park	Baseball Complex	City Facilities		General Repairs	30
Custodail Duties	30		10		Toddler Playground	
General Repairs	20		10		Equipment Maintenance	
Toddler Playground					Special Events	14
Equipment Maintenance					Remodeling	40
Special Events	14				Total Man Hours	500
Remodeling			40			

# Public Works Monthly Team Status Report

## For The Month Of May 2023

### Completed Items

Date Received	Work Order	Finish Date	Notes
5/1/2023	C.R. 904	5/2/2023	Trim tree line from row
5/3/2023	City Wide	5/3/2023	Patch potholes in city streets
5/4/2023	City Wide	5/5/2023	Mow city row's Plum and Joshua Station Detention
5/8/2023	E 4th St	5/15/2023	Set up traffic counter to gather data
5/8/2023	City Wide	5/11/2023	Clean-up tree debris from storms 5/6/2023
5/10/2023	Ft Worth	5/10/2023	Send crew-members to flagger training
5/10/2023	Joshua Meadows 3c	5/31/2023	TCEQ complaint source investigation
5/11/2023	Joshua Park and Ride	5/15/2023	Clean rock beds and add crushed granite
5/15/2023	Waterford Way	5/22/2023	Set up traffic counter to gather data
5/16/2023	Caddo Dr	5/17/2023	Trim tree line from row
5/18/2023	4048 Wagon wheel	5/18/2023	Recondition drainage easement
5/18/2023	City Wide	5/19/2023	Mow drainage easements
5/22/2023	312 Gregory St	5/25/2023	Mow and clean-up Public Works property
5/24/2023	Service Center	5/24/2023	Service zero-turn mower
5/25/2023	City Hall	5/25/2023	Move office furniture to storage
5/26/2023	3048 Big Spring Dr	5/26/2023	Pour flume in drainage swale to prevent scouring
5/30/2023	Joshua Fire Station	5/30/2023	Paint fire lanes
5/31/2023	City Wide	5/31/2023	Repair/replace traffic signs

### In Progress

Year Round	City Wide		Reconditioning drainage easements
Year Round	City Wide		Street sign repairs
Year Round	City Wide		Asphalt street repairs
Year Round	City Wide		Set out traffic counter and gather data
Year Round	Development		SW3P Inspections

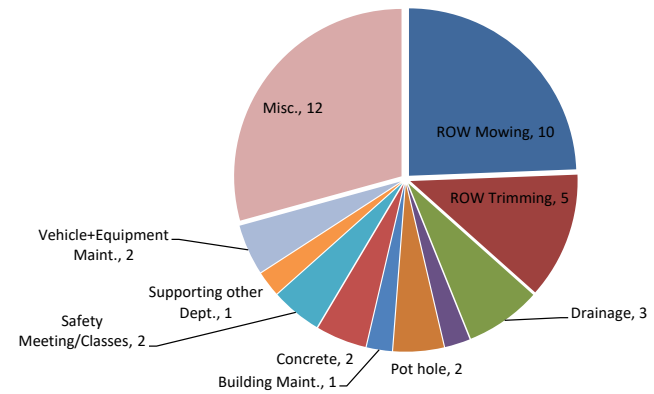
### Assigned But Not Yet Started


**City of Joshua**  
**Public Works Monthly Activity Report**  
**For the Month of May 2023**

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total
Row Mowing				1	2							1						1	2			1	2									10
ROW Trimming	1	1						1								1	1															5
Drainage																		1	1			1										3
Signs																														1		1
Hot Asphalt																																0
Pot hole			1																						1							2
Building Maint.																													1			1
Concrete																										1			1			2
Emergency Services																																0
Crack Seal																																0
Safety Meeting										1															1							2
Supporting other Dept.																										1						1
Vehicle+Equipment Maint.			1																													2
Misc.					1			1	1	1	2	1			1		1							1	1	1						12

Chart reflects one per daily occurrence

ROW Mowing	10
ROW Trimming	5
Drainage	3
Signs	1
Hot Asphalt	0
Pot hole	2
Building Maint.	1
Concrete	2
Emergency Services	0
Crack Seal	0
Safety Meeting/Classes	2
Supporting other Dept.	1
Vehicle+Equipment Maint.	2
Misc.	12





## Building Inspection Report

May	2023	2022	YTD 2023	YTD 2022
Building	41	88	275	253
Electrical	33	51	187	175
Plumbing	64	42	250	101
Mechanical	17	13	86	35
Re-Inspections	21	45	124	77
Certificate of Occupancy	0	4	4	12
Certificate of Occupancy Re-Inspection	0	3	6	4
<b>Total # of Inspections</b>	<b>176</b>	<b>246</b>	<b>932</b>	<b>518</b>
Plan Review	14	40	58	69

## Building Permit Report

May	2023	2022	YTD 2023	YTD 2022
Building	17	42	98	101
Electrical	13	42	56	90
Plumbing	8	19	48	60
Mechanical	2	17	30	38
Permanent Sign	0	4	4	8
Temporary Sign	0	4	14	11
Certificate of Occupancy	0	1	6	13
Swimming Pool	1	1	1	9
Sprinkler System	1	17	25	29
Solicitor	0	0	0	2
Contractor Registration	30	16	131	104
MHP Registration	0	1	3	1
<b>Total # of Permits</b>	<b>72</b>	<b>164</b>	<b>416</b>	<b>466</b>

## New Businesses Report MAY 2023

New Businesses (Certificate of Occupancy Issued)	Address
Future New Businesses (Applied for Certificate of Occupancy not completed)	Address
Premier Commercial Collision	1570 N. Main
Crossroads Fellowship	311 Veatch
New CO Issued for existing Business (New Owner, New Location, Name change,etc)	Address

Montly Shelter Statistics 2022-2023

Shelter Statistics								Medical Tests & Results			
Stats (2023)	Live Release Rate*	Visitors	Volunteer Hours	Community Service Hours	Phone Calls	Microchips Given	Owner Surrender	Total Heartworm Tests	Tested Heartworm Positive	Total FeLV Tests	Tested FeLV Positive
October	100%	165	0	60	350	15	11	0	0	0	0
November	100%	192	0	95	365	23	6	0	0	0	0
December	98%	159	2.5	70	467	24	5	0	0	0	0
January	100%	168	0	36	436	25	1	2	0	0	0
February	96%	150	0	36	498	22	7	0	0	0	0
March	91%	212	5.5	86	512	13	1	0	0	0	0
April	96%	221	5	105	401	22	6	3	0	0	0
May	95%	229	6	166	532	38	1	1	0	0	0
June	#DIV/0!										
July	#DIV/0!										
August	#DIV/0!										
September	#DIV/0!										
Annual Total		1496	19	654	3561	182	38	6	0	0	0
Annual Average		187	2.375	81.75	445.125	22.75	3.166666667	0.75	0	0	0
2022											
October	100%						23				
November	100%						11				
December	100%						3				
January	100%						5				
February	100%						4				
March	100%						6				
April	100%						2				
May	100%						16				
June	100%						23				
July	100%						7				
August	100%						4				
September	100%						2				
Total							106				
Average							9				

Patrol Hours

Patrol Month	Officers		
	H. Braymer	K. Smith	K. Gelsthorpe
October			
November	0	0	0
December	0	0	0
January	0	3	4
February	0	0	0
March	0	2	2
April	3	3	3
May	0	4	4
June			
July			
August			
September			
Annual Total	0	12	13
Annual Average	0	1.714285714	1.857142857
Year Prior			
October			
November			
December			
January			
February			
March			
April			
May			
June			
July			
August			
September			
Annual Total			
Annual Average			

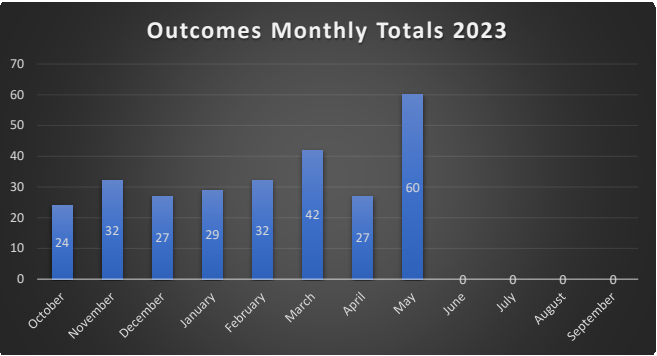
\*Live Release = (Total intake - EU for space) / Total intake

Calls & Citations

ACO Statistics	Field Cases by Officer						Actions Taken by Officer		Citation Breakdown															Defecation on
	Total Calls (PetPoint)	Total Calls (Field Call Logs)	H. Braymer	K. Smith	K. Gelsthorpe	Total Cases	Warnings Written	Citations Issued	Barking	RV Proof	RV Tag	No City Registration	Failure to Sterilize	At Large	Animal in Vehicle	Animal Sales	Cruelty	Over Limit	Food/H2O/Shelter/Vet	Quarantine	Dangerous Dog	Interference	Tethering	Public/Private Property
October	0		0	0	0	0	0	4	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0
November	0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
December	23		0	7	16	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
January	17		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	20		0	2	18	20	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	40		0	3	17	40	2	33	0	14	0	0	14	3	0	0	2	0	0	0	0	0	0	0
April	33		0	9	11	33	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
May	13		0	1	12	13	0	4	0	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0
June	0					0																		
July	0					0																		
August	0					0																		
September	0					0																		
Annual Total								57	0	16	1	1	15	6	0	0	2	0	0	0	0	0	0	0
Annual Average								7.13	0.00	2.00	0.13	0.13	1.88	0.75	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Year Prior (2022)																								
October						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
November						0		20	0	10	0	2	8	0	0	0	0	0	0	0	0	0	0	0
December						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
January						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April						0		26	0	12	1	0	11	1	0	0	0	0	0	0	0	0	0	1
May						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
June						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
July						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
August						0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
September						0		5	0	0	4	0	0	0	0	0	0	0	0	1	0	0	0	0
Annual Total								51	0	22	5	2	19	1	0	0	0	0	0	1	0	0	0	1
Annual Average									0.00	1.83	0.42	0.17	1.58	0.08	0.00	0.00	0.00	0.00	0.00	0.08	0.00	0.00	0.00	0.08

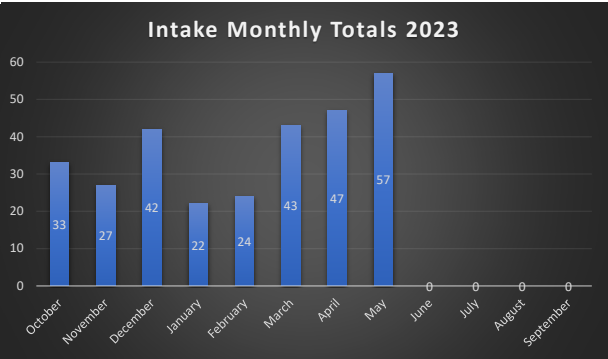
Outcome Statistics

	Outcome by Species						Outcome by Type									Offsite Adoption Events		Transfer Out (Rescue) by Species				Adoptions by Species				
2023 Animal Outcome	Outcome Total	Cat	Dog	Feral Cat	Other	Wildlife	Total Intake	Adoption	Died/DOA	Euthanasia	Return to Owner	Transfer Out	Wildlife	Returned in the Field	Total Outcome by Type	Total Events	Total Adoptions	Cat	Dog	Other	Check (Transfer Out)	Barn Cat	Cat	Dog	Other	Total Adoptions
October	24	10	14	0	0	0	24	15	0	2	5	2	0	0	24	1	3	0	2	0	2	0	9	6	0	15
November	32	17	15	0	0	0	32	23	0	0	5	4	0	0	32	1	5	3	1	0	4	0	14	9	0	23
December	27	9	18	0	0	0	27	23	0	1	9	4	0	0	37	1	5	2	2	0	4	0	11	26	0	37
January	29	10	19	0	0	0	29	24	1	0	2	2	0	0	29	0	0	0	1	0	1	0	9	15	0	24
February	32	12	20	0	0	0	32	26	0	1	4	1	0	0	32	0	0	0	0	0	0	0	12	14	0	26
March	42	15	27	0	0	0	42	17	0	4	10	11	0	0	42	0	0	8	3	0	11	0	5	12	0	17
April	27	7	18	2	0	0	27	16	0	1	6	4	0	0	27	1	9	4	0	0	4	0	5	11	0	16
May	60	33	27	0	0	0	60	36	0	3	9	12	0	0	60	0	0	0	0	0	0	0	24	12	0	36
June	0						0								0	0	0	0	0	0	0					0
July	0						0								0	0	0	0	0	0	0					0
August	0						0								0	1	0	0	0	0	0					0
September	0						0								0			0	0	0	0					0
Annual Total	273	113	158	2	0	0	273	180	1	12	50	40	0	0		5	22	17	9	0	26	0	89	105	0	194
Annual Average	23	14	20	0	0	0	34.125	22.5	0	2	6	5	0	0		0	2	1	1	0	2	0	11	13	0	16
2022 Year Prior																										0
October	43	30	13	0	0	0	43	25	0	2	5	11	0	0	43							0	19	6	0	25
November	24	10	14	0	0	0	24	16	1	3	0	4	0	0	24							0	5	11	0	16
December	29	15	10	0	0	0	29	13	0	0	3	13	0	0	29							0	9	4	0	13
January	16	4	12	0	0	0	16	3	0	1	5	7	0	0	16							0	0	3	0	3
February	16	5	11	0	0	0	16	8	0	1	4	3	0	0	16							0	2	6	0	8
March	37	18	19	0	0	0	37	13	1	5	4	14	0	0	37							0	4	9	0	13
April	16	5	11	0	0	0	16	7	0	1	1	7	0	0	16							0	2	5	0	7
May	31	15	16	0	0	0	31	17	5	1	4	4	0	0	31							0	10	7	0	17
June	65	46	19	0	0	0	65	20	2	14	5	24	0	0	65							0	9	11	0	20
July	45	16	29	0	0	0	45	29	0	2	10	4	0	0	45							0	11	18	0	29
August	36	10	26	0	0	0	36	15	0	0	4	0	0	0	19							0	7	17	0	24
September	36	14	22	0	0	0	36	20	0	1	6	9	0	0	36							0	11	9	0	20
Annual Total	394	192	202	0	0	0	394	186	9	31	51	100	0	0								0	89	106	0	195
Annual Average	33	16	17	0	0	0	33	16	1	3	4	8	0	0								0	7	9	0	16.25



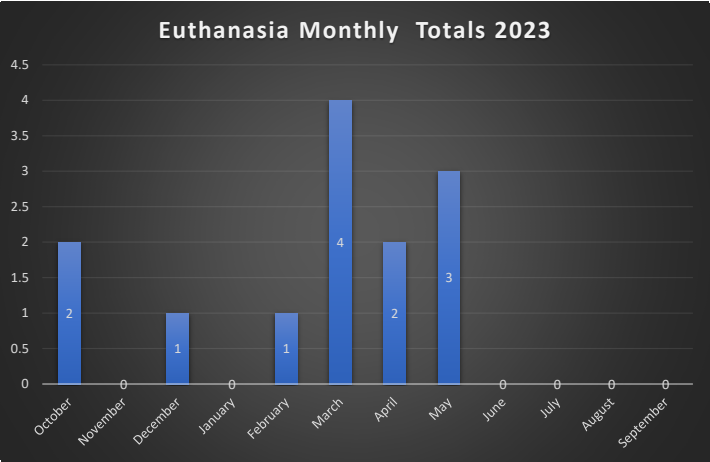
Intake Statistics

	Intake by Species										Intake by Type										Adoption Return by Species				
2023 Animal Intake	Total Intake	Cat	Dog	Feral Cat	Other	Wildlife	Intake Total	Deceased on Arrival (DOA)	Owner Surrender	Return (Adoption)	Public Drop Off (stray)	Coalition Partner	ACO/Pickup / Drop Off/Abandoned (stray)	Police Pickup / Drop Off (stray)	Seized/Custody	Born in Care (stray)	Service In (Shelter Quarantine)	Home/Vet Quarantine	Transfer In (rescue/Shelter )	Wildlife	Total Quarantined	Total Intake	Cat	Dog	Total Returned
October	33	18	15	0	0	0	33	0	11	1	13	0	7	1	0	0	0	0	0	0	0	33	1	0	1
November	27	7	20	0	0	0	27	0	6	1	11	0	8	1	0	0	0	0	0	0	0	27	0	1	1
December	42	8	34	0	0	0	42	0	5	1	6	0	13	7	0	10	0	0	0	0	0	42	0	2	2
January	22	9	13	0	0	0	22	0	1	2	7	0	3	9	0	0	0	0	0	0	0	22	1	1	2
February	24	11	13	0	0	0	24	0	7	4	6	0	7	0	0	0	0	0	0	0	0	24	0	4	4
March	43	17	26	0	0	0	43	0	1	1	15	0	16	2	0	0	0	0	8	0	0	43	0	1	1
April	47	15	30	2	0	0	47	0	6	2	27	0	3	7	0	0	1	0	1	0	0	47	1	1	2
May	57	39	18	0	0	0	57	0	1	1	31	0	18	2	0	4	0	0	0	0	0	57	0	1	1
June	0						0															0			0
July	0						0															0			0
August	0						0															0			0
September	0						0															0			0
Annual Total	295	124	169	2	0	0	295	0	38	13	116	0	75	29	0	14	1	0	9	0	1	296	3	11	14
Annual Average	36.875	16	21	0	0	0	25	0	5	2	15	0	9	4	0	2	0	0	1	0	0		0	1	1.75
2022 Year Prior																									
October	42	28	14	0	0	0	42	0	21	0	0	0	0	0	0	0	0	0	0	0	0	37	28	14	42
November	28	15	13	0	0	0	28	0	12	0	0	0	0	0	0	0	0	0	1	0	0	28	15	13	28
December	13	3	10	0	0	0	13	0	4	0	0	0	0	0	0	0	0	0	0	0	0	13	3	10	13
January	15	6	9	0	0	0	15	0	5	0	0	0	0	0	0	0	0	0	0	0	0	15	6	9	15
February	17	5	12	0	0	0	17	0	5	0	0	0	0	0	0	0	1	0	0	0	1	17	5	12	17
March	36	17	19	0	0	0	36	0	8	2	0	0	0	0	1	0	0	0	0	0	0	36	17	19	36
April	13	6	7	0	0	0	13	0	3	1	0	0	0	0	0	0	0	0	0	0	0	13	6	7	13
May	60	37	23	0	0	0	60	0	17	4	0	0	0	0	0	0	0	0	2	0	0	60	37	23	60
June	68	44	24	0	0	0	68	0	25	2	0	0	0	0	0	0	0	0	0	0	0	68	44	24	68
July	35	8	27	0	0	0	35	0	8	6	0	0	0	0	0	0	0	0	2	0	0	35	8	27	35
August	34	10	24	0	0	0	34	0	5	3	0	0	0	0	0	0	0	0	0	0	0	34	10	24	34
September	30	13	17	0	0	0	30	0	4	2	0	0	0	0	0	0	0	0	5	0	0	30	13	17	30
Annual Total	391	192	199	0	0	0	391	0	117	20	0	0	0	0	1	0	1	0	10	0	1	386	192	199	
Annual Average	33	16	17	0	0	0	33	0	10	2	0	0	0	0	0	0	0	0	1	0	0	32	16	17	



Euthanasia Statistics

2023 Outcome Euthanasia	Euthanasia by Species							Euthanasia Reason											
Month	Total Euthanized	Cat	Dog	Feral Cat	Other	Wildlife	Total	Age	Aggression	Behavior	Feral	Injured	Medical	Rabies Suspect	Sick	Space	Wildlife	Total	
October	2	1	1	0	0	0	2	0		0	1	1	0	0	0	0	0	2	
November	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	0	
December	1	1	0	0	0	0	1	0		0	0	0	0	0	0	1	0	1	
January	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	0	
February	1	0	1	0	0	0	1	0		1	0	0	0	0	0	0	0	1	
March	4	2	2	0	0	0	4	0		2	0	0	1	0	0	1	0	4	
April	2	1	1	0	0	0	2	0		0	0	0	2	0	0	0	0	2	
May	3	0	3	0	0	0	3	0		3	0	0	0	0	0	0	0	3	
June	0						0											0	
July	0						0											0	
August	0						0											0	
September	0						0											0	
Annual Total	13	5	8	0	0	0	13	0		6	0	0	3	0	0	2	0	11	
Annual Average	1.083333333	0.6	1	0	0	0	1	0		1	0	0	0	0	0	0	0	1	
2022 Year Prior																			
October	2	2	0	0	0	0	2	0		0	0	2	0	0	0	0	0	2	
November	3	2	1	0	0	0	3	0		2	0	1	0	0	0	0	0	3	
December	0	0	0	0	0	0	0	0		0	0	0	0	0	0	0	0	0	
January	1	1	0	0	0	0	1	0		0	0	0	1	0	0	0	0	1	
February	1	1	0	0	0	0	1	0		0	0	0	1	0	0	0	0	1	
March	5	4	1	0	0	0	5	0		1	0	1	0	0	0	0	0	2	
April	1	1	0	0	0	0	1	0		0	0	0	1	0	0	0	0	1	
May	1	1	0	0	0	0	1	0		0	0	0	1	0	0	0	0	1	
June	14	12	2	0	0	0	14	0		2	0	7	2	3	0	0	0	14	
July	2	2	0	0	0	0	2	0		0	0	2	0	0	0	0	0	2	
August	2	2	0	0	0	0	2	0		0	0	2	0	0	0	0	0	2	
September	1	1	0	0	0	0	1	1		0	0	0	0	0	0	0	0	1	
Annual Total	33	29	4	0	0	0		1		5	0	15	6	3	0	0	0		
Annual Average	3	2	0	0	0	0		0		0	0	1	1	0	0	0	0		



Revenue

2023 Revenue	Revenue Breakdown																		Donation - Sponsorship Breakdown			
	Total Revenue	Adoptions	City Licenses	Surrenders	Microchips	Reclaim Fees	Quarantine Fees	Rabies Vouchers	Vaccinations	Impound Fees	Donations/ Other	Permit Applications	Permit Fees	Sterilization Vouchers	Scientific Research	Trap Rentals	Trap Service	Refunds	Sponsorship Total	Adoption Sponsor	Cat Cage	Dog Kennel
October	\$ 1,042.00	\$ 195.00	\$ -	\$ 40.00	\$ 300.00	\$ 135.00	\$ -	\$ 60.00	\$ -	\$ -	\$ 312.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November	\$ 1,115.00	\$ 380.00	\$ -	\$ -	\$ 450.00	\$ -	\$ -	\$ 160.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ 1,330.00	\$ 645.00	\$ -	\$ -	\$ 440.00	\$ 60.00	\$ -	\$ 80.00	\$ -	\$ -	\$ 105.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
January	\$ 2,085.00	\$ 650.00	\$ -	\$ 20.00	\$ 360.00	\$ 25.00	\$ -	\$ 100.00	\$ 830.00	\$ -	\$ 25.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
February	\$ 1,450.00	\$ 285.00	\$ -	\$ 55.00	\$ 320.00	\$ 15.00	\$ -	\$ 90.00	\$ 585.00	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
March	\$ 1,187.00	\$ 250.00	\$ -	\$ -	\$ 187.00	\$ 85.00	\$ -	\$ 80.00	\$ 285.00	\$ -	\$ 300.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
April	\$ 1,472.00	\$ 280.00	\$ -	\$ -	\$ 307.00	\$ -	\$ 200.00	\$ 30.00	\$ 615.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	\$ 1,538.50	\$ 445.00	\$ -	\$ -	\$ 406.00	\$ -	\$ -	\$ 210.00	\$ 395.00		\$ 25.00	\$ -	\$ -	\$ 57.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June	\$ -																					
July	\$ -																					
August	\$ -																					
September	\$ -																					
Annual Total	\$ 11,219.50	\$ 3,130.00	\$ -	\$ 115.00	\$ 2,770.00	\$ 320.00	\$ 200.00	\$ 810.00	\$ 2,710.00	\$ -	\$ 992.00	\$ -	\$ -	\$ 132.50		\$ 40.00	\$ -	\$ -				
Annual Average	\$ 934.96	\$ 391.25	\$ -	\$ 14.38	\$ 346.25	\$ 40.00	\$ 25.00	\$ 101.25	\$ 338.75	\$ -	\$ 124.00	\$ -	\$ -	\$ 16.56		\$ 5.00	\$ -	\$ -				
2022 Year Prior																						
October	\$ 1,585.00	\$ 430.00	\$ 25.00	\$ 110.00	\$ 725.00	\$ 30.00	\$ -	\$ 240.00	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
November	\$ 795.00	\$ 325.00	\$ 10.00	\$ -	\$ 340.00	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
December	\$ 1,870.00	\$ 280.00	\$ 5.00	\$ 40.00	\$ 340.00	\$ -	\$ -	\$ 110.00	\$ -	\$ -	\$ 1,095.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
January	\$ 225.00	\$ 50.00	\$ 15.00	\$ 40.00	\$ 80.00	\$ -	\$ -	\$ 40.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
February	\$ 515.00	\$ 145.00	\$ 10.00	\$ -	\$ 140.00	\$ -	\$ 140.00	\$ 80.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
March	\$ 670.00	\$ 260.00	\$ 45.00	\$ -	\$ 220.00	\$ 30.00	\$ -	\$ 115.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
April	\$ 660.00	\$ 165.00	\$ 35.00	\$ 20.00	\$ 160.00	\$ -		\$ 60.00	\$ -	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -				
May	\$ 1,010.00	\$ 315.00	\$ 20.00	\$ 120.00	\$ 320.00	\$ 75.00	\$ -	\$ 160.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
June	\$ 1,475.00	\$ 345.00	\$ 80.00	\$ 215.00	\$ 380.00	\$ 25.00	\$ 150.00	\$ 180.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -				
July	\$ 1,190.00	\$ 420.00	\$ 55.00	\$ 80.00	\$ 400.00	\$ 45.00	\$ -	\$ 190.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
August	\$ 1,751.72	\$ 515.00	\$ 5.00	\$ 40.00	\$ 460.00	\$ 120.00	\$ 200.00	\$ 130.00	\$ -	\$ -	\$ 281.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
September	\$ 525.00	\$ 140.00	\$ -	\$ 40.00	\$ 140.00	\$ 90.00	\$ -	\$ 40.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Annual Total	\$ 12,271.72	\$ 3,390.00	\$ 305.00	\$ 705.00	\$ 3,705.00	\$ 415.00	\$ 490.00	\$ 1,465.00	\$ -	\$ -	\$ 1,576.72	\$ -	\$ -	\$ -	\$ 120.00	\$ 100.00	\$ -	\$ -				
Annual Average	\$ 1,022.64	\$ 282.50	\$ 25.42	\$ 58.75	\$ 308.75	\$ 34.58	\$ 44.55	\$ 122.08	\$ -	\$ -	\$ 131.39	\$ -	\$ -	\$ -	\$ 10.00	\$ 8.33	\$ -	\$ -				



## **City Secretary's Office**

### **Monthly Report**

**May 2023**

The City Secretary, or Municipal Clerk, is the oldest public servant role in recorded history. The earliest Clerks appeared around 5,000 B.C. with the invention of writing. Biblical reference to the Town Clerk is found in the Book of Acts chapter 19, verse 35. In ancient Greece, the Town Clerk read official documents publicly at the opening of each meeting and pronounced a curse upon anyone who sought to deceive the people. Although City Secretaries no longer pronounce curses at meetings (well, most of us don't), we are still the Keepers of the Archives as we record, maintain, and safeguard the history of our City government. Every city in Texas is required to have a City Secretary as soon as it is formed. Although the duties are different for every city, there are core duties that all City Secretaries perform, some of which are required by the Texas Local Government Code. These duties include administering elections, managing records, coordinating public information requests, preparing agendas, recording minutes, facilitating City Council meetings, swearing-in municipal officers, and codifying ordinances approved by City Council.



## Agenda Summary:

City Council Meeting Agenda Summary Items: prepared, certified, published, and processed.

The Mayor and City Council approved the following items in May 2023 and they were processed immediately following the meeting:

- Ordinance canvassing the May 06, 2023 Election
- Approved Development Agreements
- Approved Conditional Use Permit for 813 W. FM 917
- Ordinance adding Trailwood Drive; Eddy Avenue; Santa Fe Street; Caddo Drive, and Littlebrook Road to the list of commercial motor vehicles is prohibited.
- Purchase of a Fire Rescue Vehicle
- Resolution authorizing a project of the Joshua EDC Type B/Parks Board that includes renovation of the City Park.
- A resolution accepting the 2023-2033 Master Parks Plan.
- Appointment of Mayor Pro-Tem- Councilmember Mike Kidd.

### City Secretary attended the following meetings:      Meeting Minutes prepared and approved:

May 1, 2023	Planning & Zoning Meeting	Planning & Zoning April 03, 2023
May 4, 2023	YMCA Award Luncheon	City Council April 11, 2023
May 8, 2023	Type A EDC Meeting	City Council May 11, 2023
May 8, 2023	Type B EDC Meeting	Type B EDC March 13, 2023
May 9, 2023	YMCA Board Meeting	Type A EDC March 13, 2023
May 18, 2023	City Council Meeting	
May 30, 2023	Staff Meeting	

## Liens

The list below are active liens held by the City of Joshua as of the end of May 2023.-No change

CITY OF JOSHUA		
OUTSTANDING PROPERTY LIENS		
AS OF		
12/30/2022		
Property Address	Original Date of Lien	Total (w/o Interest)
Bentley, 203	12/11/2017	\$ 192.56
Broadway, 1525 S.	10/8/2014	\$ 18,550.00
Caddo Road (126.0827.00730)	1/20/2017	\$ 407.74
Caddo Road (126.0827.01990)	8/1/2018	\$ 934.50
Conveyor, 115	6/10/2013	\$ 175.75
CR 909, 801	10/14/2016	\$ 632.74
CR 913 (126.827.00740)	1/20/2017	\$ 232.74
Lakeview Dr. (126.3505.00360)	11/21/2016	\$ 282.74
Main, 200 N.	7/26/2016	\$ 192.74
Stadium Dr (126.0636.01640)	1/20/2017	\$ 682.74
Yvonne Dr, 1004	8/1/2018	\$ 482.79
4th Street, 523	2/12/2013	\$ 275.75
6th Street (126.0029.03440)	10/14/2016	\$ 232.74
6th Street & Santa Fe	10/14/2016	\$ 337.74
<b>TOTAL OUTSTANDING PROPERTY LIENS</b>		<b>\$ 23,613.27</b>

## **Special Projects:**

**Development Agreements-** City Secretary is currently working on another round of development agreements. There is only a few other areas that needs to be completed. Each month, the City Secretary makes contact with property owners, set's up an appointment to explain the agreement. Once the agreement is signed, it goes to city council for approval and then an disannexation ordinance is presented for approval. Each document is filed with the county and then a copy of agreement is mailed to the property owner for their records. This is an ongoing project until completed.

The City Secretary's Office has started the process of renewing 103 Development Agreements that was approved in 2018. After each property owner signs the agreement, they will be taken to the City Council for approval. After the June 2023 meeting, there will be 45 remaining.

## **City Park-**

City Secretary is working with a park designer/owner of park equipment business. Working with him, he has designed three different designs to totally revamp the park. The designs was presented to the parks board in November. The financial information and options will be presented to the parks board in March and the goal is for approval of design in March.- **UPDATE-** Type B/Parks Board approved the design and has approved the amount up to \$1,034,000. In May, the City Council approved the project.

The Type B EDC/Parks Board is authorized to move forward with the project after July 10, 2023.

## **MapLink-** <https://youtu.be/iGh4wbdt5uQ>

The City Secretary's Office is working with General Code on a software called MapLink. MapLink is a Visual Zoning service that presents the essential elements of a community's zoning code through an interactive online map on the Zoning-hub platform. The software will quickly find property details that can help answer key zoning questions such as "What can I do with my property?" and "Where can I open my business?" In addition, it helps business owners and developers confirm zoning details that are essential for streamlining plan approvals. This software will be beneficial to the public and to staff.

## **Laserfiche-** <https://icc-cds.com/laserfiche/>

The City Secretary's Office is working with Laserfiche. Laserfiche - Records Management is a collection of critical records management features to ensure we remain in compliance with records-keeping requirements. Using pre-defined rules, retention policies can be established to be automatically applied to a document on capture. Notifications can be set to alert the City Secretary when a file, document or record needs to be archived or deleted. An audit log runs as a unified timeline to show all relevant retention information for a single record in one place.

In addition to the basic functionality, Laserfiche delivers a number of innovative features. These features can extend what is possible. Just to name a few:

- Laserfiche Workflow is a business process automation tool. It is built into Laserfiche so an organization can use automatic document classification, organizing, routing, and archiving.
- Laserfiche Forms is just what it sounds like, a digital form creation tool. Forms are integrated with Laserfiche so an organization can create interactive, customizable digital forms to support complex processes that require routing and approvals. Laserfiche Forms can even run on a website portal to serve those outside of city staff.

Laserfiche for the first year will be used to receive and manage the City's documents. Once each department is comfortable with it, staff will move into more complex tasks.

**TABC Annual Renewal** invoices was mailed out in December.

**Alcoholic Beverage Permits Annual permits to be issued for renewal 2023:**

Brookshires- Permit Issued  
Family Dollar Store- Permit Issued  
Napoli Pasta- Permit Issued  
Kelly's Daiquiri- Permit Issued  
Dollar General Store- Permit Issued  
7-Eleven- Permit Issued  
Joshua Food Mart- Permit Issued  
Hickory Tree- Permit Issued  
Valero Quick Mart- Permit Issued  
Three Rivers Coffee Co.- Permit Issued  
The Brick House Grill- Permit Issued  
Al's Crossroads- Permit Issued  
Brookshires- Permit Issued  
Valero Corner Store- Permit Issued  
Kimberly's- Not currently selling  
Kulsums Mart-Permit Issued  
La Mesa- Permit Issued

## Public Information Request

Below are the Public Information Request for the month of May.

Item 8.

6/6/23, 3:35 PM

Public Information Request Log 2023.xlsx

Requested Date	Requestor	Documents	Date Released	AG Letter	Cost	Notes
5/2/2023	Ian Mercado	Code Violations	5/6/2023	NA		emailed
5/2/2023	Carly Casey	Videos for citation		5/15/2023		sent to AG
5/3/2023	Jessilyn Winkelman	Police Report	5/4/2023	NA		emailed
5/4/2023	LexisNexis	Accident Report	5/4/2023	NA		returned check
5/4/2023	Sharon V. Beck	Contractor List	5/4/2023	NA		list provided
5/4/2023	Samantha Hawkins Miller	Police Report	5/16/2023	NA		emailed no info found
5/4/2023	Dennise Terrell	Police Report	5/4/2023	NA		sent clarification email
5/4/2023	Dennise Terrell	Police Report	5/17/2023	NA		emailed
5/8/2023	Lauren Bancale	Police Report	5/9/2023	NA		emailed
5/8/2023	Jennifer M. Matute	HR Report	5/18/2023	NA		emailed
5/9/2023	Pete Lewiston	Building Permits Rep	5/9/2023	NA		emailed
5/9/2023	Craig Hinkle	Public Works Docs	5/9/2023	NA		no documents found
5/9/2023	Craig Hinkle	Public Works Docs	5/9/2023	NA		no documents found
5/9/2023	Craig Hinkle	Public Works Docs	5/9/2023	NA		no documents found
5/10/2023	Craig Hinkle	Public Works Docs	5/16/2023	NA		letter sent
5/10/2023	Craig Hinkle	Public Works Docs	5/16/2023	NA		letter sent
5/11/2023	Alicia Ruiz	Accident report	5/16/2023	NA		emailed
5/11/2023	Huey Hudson Jr.	Accident Report	5/16/2023	NA		report picked up
5/16/2023	LexisNexis	Accident Report	5/16/2023	NA		no documents found
5/16/2023	LexisNexis	Police Report	5/16/2023	NA		mailed report
5/17/2023	LexisNexis	Police Report	5/17/2023	NA		mailed report
5/17/2023	LexisNexis	Accident Report	5/17/2023	NA		no report written
5/17/2023	LexisNexis	Accident Report	5/17/2023	NA		no report found
5/18/2023	Betty Thompson	Police Report	5/18/2023	NA		emailed report
5/19/2023	Kelsey Mittauer	Police Reports	5/24/2023	NA		emailed
5/19/2023	Susan Torres W/Canon Solutions	Contract/Invoice	5/25/2023	NA		emailed
5/23/2023	Diann Brotzman	Police Report	5/24/2023	NA		emailed
5/23/2023	Sarah Abigail Sanchez Vazquez	Police Report	5/23/2023	NA		emailed
5/23/2023	Crystal Steen	Police Report	5/23/2023	NA	0.2	emailed report ready to pick up
5/24/2023	Stephen O'Connell	Accident Report	5/24/2023	NA		emailed
5/24/2023	Hunberta Garcia	Accident Report	5/24/2023	NA		emailed
5/24/2023	James Hornbeck	HR report	5/24/2023	NA		Canceled request
5/25/2023	Elisabeth Newton	Police Report	5/25/2023	NA		emailed
5/25/2023	Lauren Bancale	Police Report	5/30/2023	5/30/2023		Sent to AG
5/25/2023	Janine Rugas	Permit report	5/31/2023	NA		emailed
5/25/2023	Elisabeth Newton	Police Report	5/25/2023	NA		no documents found
5/27/2023	Seth Neel	Court Report	5/27/2023	NA		no documents found
5/30/2023	Gabriel Mateiu	Permit Report	5/31/2023	NA		no documents found
5/31/2023	James Groom	HR Report	5/31/2023	NA		emailed
5/31/2023	Humberta Garcia	Police Report	5/31/2023	NA		emailed
5/31/2023	LexisNexis	Police Report	5/31/2023	NA		no documents found
5/31/2023	LexisNexis	Police Report	5/31/2023	NA		no report written
5/31/2023	LexisNexis	Police Report	5/31/2023	NA		report mailed
5/31/2023	Humberta Garcia	Police Report	5/31/2023	NA		emailed

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[https://www.dropbox.com/home/Shared City Secretary's Office Files/Public Information Request Logs?preview=Public+Information+Request+Log+2023...](https://www.dropbox.com/home/Shared%20City%20Secretary's%20Office%20Files/Public%20Information%20Request%20Logs?preview=Public+Information+Request+Log+2023...) 1/1

### **Training / Certifications**

City Secretary currently holds the following certifications:

Item 8.

- Texas Municipal Clerk Association: Texas Registered Municipal Clerk
- International Institute of Municipal Clerk: Certified Municipal Clerk
- International Institute of Municipal Clerk: Master Municipal Clerk
- International Institute of Municipal Clerk: Athenian Leadership Fellow
- University of North Texas: Paralegal

The recertification program (every five years) for the TMCA requires the City Secretary to maintain continuous membership throughout the recertification process, attend several seminars hosted by TMCCP and accumulate a minimum of 60 points of educational training.

City Secretary re-certified January 2023

### **City Secretary Memberships**

1. President of the North Texas Municipal Clerks Association
2. Texas Municipal Clerks Association
3. YMCA Board Chair and Fundraiser Committee Leader
4. International Municipal Clerks Association
5. Clerks for Christ

### **Assistant to the City Secretary**

The assistant is currently training and working with open records request, uploading recordings and minutes to website, setting up council chamber prior to meetings, and records retention.