



**AGENDA
CITY COUNCIL REGULAR MEETING
COUNCIL CHAMBERS
NOVEMBER 16, 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 Joshua City Hall, located at 101 S. Main St., Joshua, Texas, on November 16, 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/88378847953?pwd=bkFFMlNBaWpZNVVkdlI0YlExYXljdz09>

Meeting ID: 883 7884 7953 Passcode: 182893

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. Review and discuss questions related to the budget report and financial statement for October 2023.
(Staff Resource: M. Peacock)
2. Discuss and receive update on city board meetings:
 - Planning & Zoning Commission
 - Type B EDC

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 meeting minutes of October 19, 2023.

H. REGULAR AGENDA

- [1.](#) Public hearing on a request for a zoning change regarding approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.
 - Staff Presentation
 - Owner's Presentation
 - Those in Favor
 - Those Against
 - Owner's Rebuttal
- [2.](#) Discuss, consider, and possible action on a Ordinance changing the zoning on approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.
- [3.](#) Discuss, consider, and possible action on an Ordinance repealing existing section 5.07, "Food Trucks," of Article 5, "Permitted Uses," of the Zoning Ordinance, found in Chapter 14, "Zoning," of the Code of Ordinances and adopting new food truck regulations by adding a new Article 1.10, "Food Trucks," to Chapter 1, "General Provisions," of the Code of Ordinances, providing for the regulation of food trucks.
- [4.](#) Discuss, consider, and possible action on a Resolution affirming the casting of votes in the 2024-2025 Election of the Board of Directors for Johnson County Central Appraisal District.
- [5.](#) Discuss, consider, and possible action on a Resolution authorizing the Type B Economic Development Corporation expenditures for equipment for the parks department.

I. STAFF REPORT

- Police Department
- Fire Department
- Municipal Court
- Public Works
- Animal Services
- Development Services
- 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 to consult with the City Attorney relating to pending litigation, to wit: Ling Zeng vs. City of Joshua et. al., Civil Action No. 3:23-CV-1570-D.

2. In accordance with the Texas Government Code, Section 551.074; To deliberate regarding the appointment, employment, and evaluation of a public officer or employee
 - a. City Manager
 - b. City Secretary

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. ADJOURN

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 November 10, 2023, by 5:00 pm on the official bulletin board at Joshua City Hall, 101 S. Main, Joshua, Texas.

Alice Holloway
City Secretary

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

% OF YEAR COMPLETED: 8.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
REVENUE SUMMARY							
Non-Departmental							
Tax Revenue	145,748.32	139,374.81	(6,373.51)	145,748.32	4,858,307.00	3.00%	4,712,558.68
Charges for Services	19,326.08	19,030.46	(295.62)	19,326.08	228,453.00	8.46%	209,126.92
Licenses, Permits & Fees	24,505.27	63,923.65	39,418.38	24,505.27	814,600.00	3.01%	790,094.73
Fines & Forfeitures	20,600.98	17,365.00	(3,235.98)	20,600.98	207,500.00		186,899.02
Grants & Contributions	0.00	166.74	166.74	0.00	2,000.00	0.00%	2,000.00
Intergovernmental Revenues	16,250.00	93,287.96	77,037.96	16,250.00	1,114,645.00	1.46%	1,098,395.00
Investment Earnings	13,054.68	3,348.00	(9,706.68)	13,054.68	40,000.00	32.64%	26,945.32
Miscellaneous	1,783.80	4,185.00	2,401.20	1,783.80	50,000.00	3.57%	48,216.20
Transfers In	0.00	210,143.62	210,143.62	0.00	973,955.00	0.00%	973,955.00
TOTAL REVENUES	241,269.13	550,825.24	309,556.11	241,269.13	8,289,460.00	2.91%	8,048,190.87
EXPENDITURE SUMMARY							
Community Service							
Miscellaneous	5,560.57	3,122.01	(2,438.56)	5,560.57	61,603.00	9.03%	56,042.43
Special Events	0.00	0.00	0.00	0.00	35,000.00	0.00%	35,000.00
Supplies	251.29	416.63	165.34	251.29	5,000.00	5.03%	4,748.71
Utilities	25.11	4,770.90	4,745.79	25.11	57,000.00	0.04%	56,974.89
TOTAL Community Service	5,836.97	8,309.54	2,472.57	5,836.97	158,603.00	3.68%	152,766.03
Non-departmental							
Contract & Professional Services	16,897.67	18,312.25	1,414.58	16,897.67	132,135.00	12.79%	115,237.33
Debt Service	0.00	0.00	0.00	0.00	4,000.00	0.00%	4,000.00
Miscellaneous	31,905.81	15,851.74	(16,054.07)	31,905.81	288,424.00	11.06%	256,518.19
Personnel	2,139.00	0.00	(2,139.00)	2,139.00	3,000.00	71.30%	861.00
Special Events	2,345.31	2,916.63	571.32	2,345.31	35,000.00	6.70%	32,654.69
Transfers Out	0.00	5,859.00	5,859.00	0.00	70,000.00	0.00%	70,000.00
TOTAL Non-departmental	53,287.79	42,939.62	(10,348.17)	53,287.79	532,559.00	10.01%	479,271.21

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

% OF YEAR COMPLETED: 8.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Mayor & Council							
Contract & Professional Services	480.00	4,214.62	3,734.62	480.00	50,520.00	0.95%	50,040.00
Miscellaneous	34.00	1,171.47	1,137.47	34.00	14,000.00	0.24%	13,966.00
Personnel	10,051.84	16,476.04	6,424.20	10,051.84	204,047.00	4.93%	193,995.16
Supplies	108.00	2,577.96	2,469.96	108.00	30,800.00	0.35%	30,692.00
TOTAL Mayor & Council	10,673.84	24,440.09	13,766.25	10,673.84	299,367.00	3.57%	288,693.16
Administration							
Contract & Professional Services	1,405.57	617.75	(787.82)	1,405.57	27,380.00	5.13%	25,974.43
Miscellaneous	0.00	125.55	125.55	0.00	1,500.00	0.00%	1,500.00
Personnel	23,491.56	41,171.29	17,679.73	23,491.56	538,519.00	4.36%	515,027.44
Repair & Maintenance	1,126.49	1,422.90	296.41	1,126.49	17,000.00	6.63%	15,873.51
Supplies	448.96	878.85	429.89	448.96	10,500.00	4.28%	10,051.04
Utilities	389.95	2,306.63	1,916.68	389.95	27,570.00	1.41%	27,180.05
TOTAL Administration	26,862.53	46,522.97	19,660.44	26,862.53	622,469.00	4.32%	595,606.47
Police Department							
Capital Outlay	0.00	5,729.62	5,729.62	0.00	77,755.00	0.00%	77,755.00
Contract & Professional Services	16,452.37	1,706.15	(14,746.22)	16,452.37	173,410.00	9.49%	156,957.63
Debt Service	7,411.23	11,749.47	4,338.24	7,411.23	140,375.00	5.28%	132,963.77
Miscellaneous	0.00	125.33	125.33	0.00	1,500.00	0.00%	1,500.00
Personnel	75,135.49	135,323.85	60,188.36	75,135.49	1,808,860.00	4.15%	1,733,724.51
Repair & Maintenance	908.50	6,863.40	5,954.90	908.50	82,000.00	1.11%	81,091.50
Supplies	423.57	4,321.73	3,898.16	423.57	51,650.00	0.82%	51,226.43
Utilities	76.38	2,259.90	2,183.52	76.38	27,000.00	0.28%	26,923.62
TOTAL Police Department	100,407.54	168,079.45	67,671.91	100,407.54	2,362,550.00	4.25%	2,262,142.46

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

% OF YEAR COMPLETED: 8.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Public Works							
Capital Outlay	0.00	2,678.40	2,678.40	0.00	128,054.00	0.00%	128,054.00
Contract & Professional Services	551.55	1,766.18	1,214.63	551.55	21,100.00	2.61%	20,548.45
Debt Service	2,151.17	2,507.50	356.33	2,151.17	29,958.00	7.18%	27,806.83
Micellaneous	0.00	833.37	833.37	0.00	10,000.00	0.00%	10,000.00
Personnell	20,670.84	31,812.35	11,141.51	20,670.84	429,402.00	4.81%	408,731.16
Repair & Maintenance	445.93	7,599.74	7,153.81	445.93	90,800.00	0.49%	90,354.07
Supplies	10,013.50	18,079.20	8,065.70	10,013.50	216,000.00	4.64%	205,986.50
Utilities	0.00	644.49	644.49	0.00	7,700.00	0.00%	7,700.00
TOTAL Public Works	<u>33,832.99</u>	<u>65,921.23</u>	<u>32,088.24</u>	<u>33,832.99</u>	<u>933,014.00</u>	<u>3.63%</u>	<u>899,181.01</u>
Municipal Court							
Contract & Professional Services	316.44	2,931.24	2,614.80	316.44	35,020.00	0.90%	34,703.56
Miscellaneous	0.00	83.70	83.70	0.00	1,000.00	0.00%	1,000.00
Personnel	3,059.60	5,950.44	2,890.84	3,059.60	79,854.00	3.83%	76,794.40
Repair & Maintenance	349.99	0.00	(349.99)	349.99	0.00	#DIV/0!	(349.99)
Supplies	0.00	154.90	154.90	0.00	1,850.00	0.00%	1,850.00
TOTAL Municipal Court	<u>3,726.03</u>	<u>9,120.28</u>	<u>5,394.25</u>	<u>3,726.03</u>	<u>117,724.00</u>	<u>3.17%</u>	<u>113,997.97</u>
Development Services							
Contract & Professional Services	5,293.63	8,084.66	2,791.03	5,293.63	96,722.00	5.47%	91,428.37
Debt Service	666.76	669.72	2.96	666.76	8,001.00	8.33%	7,334.24
Personnel	12,431.88	20,036.91	7,605.03	12,431.88	259,968.00	4.78%	247,536.12
Repair & Maintenance	0.00	1,029.51	1,029.51	0.00	12,300.00	0.00%	12,300.00
Supplies	15.58	1,071.36	1,055.78	15.58	12,800.00	0.12%	12,784.42
Utilities	0.00	443.05	443.05	0.00	5,310.00	0.00%	5,310.00
TOTAL Development Services	<u>18,407.85</u>	<u>31,335.21</u>	<u>12,927.36</u>	<u>18,407.85</u>	<u>395,101.00</u>	<u>4.66%</u>	<u>376,693.15</u>

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

% OF YEAR COMPLETED: 8.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Animal Control							
Contract & Professional Services	859.38	1,218.76	359.38	859.38	14,560.00	5.90%	13,700.62
Debt Service	1,227.07	1,232.51	5.44	1,227.07	14,725.00	8.33%	13,497.93
Personnel	8,644.25	15,988.54	7,344.29	8,644.25	212,830.00	4.06%	204,185.75
Repair & Maintenance	303.07	4,972.65	4,669.58	303.07	59,410.00	0.51%	59,106.93
Supplies	2,289.43	3,857.71	1,568.28	2,289.43	46,102.00	4.97%	43,812.57
Utilities	0.00	1,384.42	1,384.42	0.00	16,540.00	0.00%	16,540.00
TOTAL Animal Control	13,323.20	28,654.59	15,331.39	13,323.20	364,167.00	3.66%	350,843.80
Fire Department							
Capital Outlay	0.00	6,112.26	6,112.26	0.00	73,249.00	0.00%	73,249.00
Contract & Professional Services	6,571.95	3,425.07	(3,146.88)	6,571.95	40,920.00	16.06%	34,348.05
Debt Service	(104.04)	1,584.17	1,688.21	(104.04)	18,926.00	-0.55%	19,030.04
Miscellaneous	10,146.81	1,441.38	(8,705.43)	10,146.81	17,220.00	58.92%	7,073.19
Personnel	42,832.00	68,977.96	26,145.96	42,832.00	916,474.00	4.67%	873,642.00
Repair & Maintenance	739.35	7,802.58	7,063.23	739.35	93,220.00	0.79%	92,480.65
Supplies	71.81	9,859.64	9,787.83	71.81	117,844.00	0.06%	117,772.19
Utilities	252.46	2,628.18	2,375.72	252.46	31,400.00	0.80%	31,147.54
TOTAL Fire Department	60,510.34	101,831.24	41,320.90	60,510.34	1,309,253.00	4.62%	1,248,742.66
Parks & Recreation							
Capital Outlay	0.00	2,469.15	2,469.15	0.00	29,500.00	0.00%	29,500.00
Contract & Professional Services	551.55	160.77	(390.78)	551.55	1,920.00	28.73%	1,368.45
Debt Service	1,422.43	1,682.37	259.94	1,422.43	20,100.00	7.08%	18,677.57
Personnel	4,596.29	24,687.67	20,091.38	4,596.29	294,969.00	1.56%	290,372.71
Repair & Maintenance	39.00	1,652.58	1,613.58	39.00	19,750.00	0.20%	19,711.00
Supplies	490.03	1,464.53	974.50	490.03	17,500.00	2.80%	17,009.97
Utilities	0.00	580.14	580.14	0.00	76,930.00	0.00%	76,930.00
TOTAL Park Maintenance	7,099.30	32,697.21	25,597.91	7,099.30	460,669.00	1.54%	453,569.70

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

% OF YEAR COMPLETED: 8.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Fire Marshal							
Capital Outlay	0.00	1416.63	1,416.63	0.00	17000		17,000.00
Debt Service	0.00	833.37	833.37	0.00	10,000.00		10,000.00
Miscellaneous	0.00	41.63	41.63	0.00	500.00	0.00%	500.00
Personnel	4,851.16	7,791.16	2,940.00	4,851.16	93,090.00	5.21%	88,238.84
Supplies	0.00	796.62	796.62	0.00	9,500.00	0.00%	9,500.00
Utilities	0.00	83.70	83.70	0.00	1,000.00	0.00%	1,000.00
TOTAL Fire Marshal	4,851.16	10,963.11	6,111.95	4,851.16	131,090.00	3.70%	126,238.84
Human Resources							
Contract & Professional Services	240.00	1,719.75	1,479.75	240.00	20,637.00	1.16%	20,397.00
Miscellaneous	0.00	83.26	83.26	0.00	1,000.00	0.00%	1,000.00
Personnel	4,292.11	10,850.85	6,558.74	4,292.11	130,208.00	3.30%	125,915.89
Repair & Maintenance	0.00	41.63	41.63	0.00	500.00	0.00%	500.00
Supplies	0.00	195.87	195.87	0.00	2,350.00	0.00%	2,350.00
Utilities	0.00	40.00	40.00	0.00	480.00	0.00%	480.00
TOTAL Human Resources	4,532.11	12,931.36	8,399.25	4,532.11	155,175.00	2.92%	150,642.89
Finance							
Contract & Professional Services	12,968.80	3,811.87	(9,156.93)	12,968.80	45,742.00	28.35%	32,773.20
Miscellaneous	189.75	41.63	(148.12)	189.75	500.00	37.95%	310.25
Personnel	13,298.99	26,707.89	13,408.90	13,298.99	320,496.00	4.15%	307,197.01
Repair & Maintenance	0.00	41.63	41.63	0.00	500.00	0.00%	500.00
Supplies	0.00	675.00	675.00	0.00	8,100.00	0.00%	8,100.00
TOTAL Finance	26,457.54	31,278.02	4,820.48	26,457.54	375,338.00	7.05%	348,880.46
TOTAL EXPENDITURES	369,809.19	615,023.92	245,214.73	369,809.19	8,217,079.00	4.50%	7,847,269.81
TOTAL REVENUES OVER/UNDER EXPENDITURES	(128,540.06)	(64,198.68)	64,341.38	(128,540.06)	72,381.00		200,921.06



MINUTES
TYPE B ECONOMIC DEVELOPMENT CORPORATION & PARKS BOARD
COUNCIL CHAMBERS
NOVEMBER 13, 2023
6:00 PM

The Joshua Type B Economic Development Corporation & Parks Board will hold a Regular Meeting in the City Hall Council Chambers, located at 101 S. Main St., Joshua, Texas, on November 13, 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/84152162032?pwd=NFp0ZXptNXpGVWFGTTRjczVzNWdpdz09>

Meeting ID: 841 5216 2032 Passcode: 283971

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Director Dees announced a quorum and called the meeting to order at 6:00 pm.

B. CITIZENS FORUM

The Economic Development Corporation - Parks Board invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the Economic Development Corporation - Parks Board 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. No Corporation deliberation is permitted. Each person will have 3 minutes to speak.

1. Mayor Kimble stated that he has been approached by several citizens regarding pickleball. Mayor Kimble asked the board to consider it in the future.

C. REGULAR AGENDA

1. Review and discuss questions related to the budget report and financial statement for October 2023.

City Manager Peacock presented the budget and financial report. Mr. Peacock stated that \$625.00 for one month has been spent. The tax note for the park project is being invested until the project begins.

2. Discuss, consider, and possible action on meeting minutes of September 11, 2023, and September 18, 2023.

Motion made by Director Walden, Seconded by Director Henderson.

Voting Yea: President Dees, Director Walden, Director Breitenstein, Director Carter, Director Henderson, Alternate 1 Watts

3. Discuss, consider and possible action on approval and Budget Amendment for additional funding for Parks and Recreation including a dump trailer, self-contained power washing unit, Toro Commercial Blower, Pressure Washer, Building R&M, and small minor tool purchases.

City Manager Peacock explained the items requested. The following items were discussed:

- Power washing unit
- Toro Commercial Blower
- Pressure Washer
- R & M- office remodel including walls and new appliances
- Other minor items

In addition, he stated If approved tonight, it will be presented to council at the next regular meeting for approval.

Motion made by Director Breitenstein to approve the expenditure for items discussed in the amount of \$28,379. Seconded by Director Henderson.

Voting Yea: President Dees, Director Walden, Director Breitenstein, Director Carter, Director Henderson, Alternate 1 Watts

D. FUTURE AGENDA ITEMS/REQUESTS BY DIRECTORS TO BE ON THE NEXT AGENDA

(Members shall not comment upon, deliberate, or discuss any item that is not on the agenda. Members shall not make routine inquiries about operations or project status on an item that is not posted. However, any Members may state an issue and a request that this issue is placed on a future agenda.)

Pickleball Courts

E. ADJOURN

Director Dees adjourned the meeting at 6:32 pm

Dustin Dees, President

Alice Holloway, City Secretary

Approved: December 11, 2023



MINUTES
PLANNING & ZONING COMMISSION
JOSHUA CITY HALL - COUNCIL CHAMBERS
NOVEMBER 06, 2023
6:30 PM

The Planning & Zoning Commission will hold a meeting on November 6, 2023, at 6:30 pm in the City Hall Council Chambers, 101 S. Main Street, Joshua, Texas.

Individuals may attend the Joshua Planning & Zoning Meeting in person, access the meeting via videoconference or telephone conference call.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84481706005?pwd=bXM5ZGRuYjkrSDFjYjhXZVY0UWdEQT09>

Meeting ID: 844 8170 6005 Passcode: 215259

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Director Gibson announced a quorum and called the meeting to order at 6:30 pm.

B. CITIZENS FORUM

The Planning & Zoning Commission invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the Planning & Zoning Commission 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. No Commission deliberation is permitted. Each person will have 3 minutes to speak.

NA

C. REGULAR AGENDA

1. City Secretary to administer the Oath of Office to newly appointed commissioners.

City Secretary Holloway administered the Oath of Office to the newly appointed members.

2. Discuss, consider, and possible action on appointment of the Chairperson and Vice-Chairperson for a one-year term.

This item was tabled until the next regular meeting.

3. Discuss, consider, and possible action on meeting minutes of September 05, 2023.

Motion made by Commissioner Purdom, Seconded by Commissioner Torrez.

Voting Yea: Chair Gibson, Commissioner Torrez, Commissioner Purdom, Commissioner Jenkins, Alternate 2 Webb, Commissioner Frazier

4. Public hearing on a request for a zoning change regarding approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.

Staff Presentation

Owner's Presentation

Those in Favor

Those Against

Owner's Rebuttal

Director Gibson opened the public hearing at 6:34 pm. No comments made from the public. Director Gibson closed the public hearing at 6:35 pm.

5. Discuss, consider, and possible action on a request for a zoning change regarding approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.

Motion made by Commissioner Torrez, Seconded by Commissioner Purdom.

Voting Yea: Chair Gibson, Commissioner Torrez, Commissioner Purdom, Commissioner Jenkins, Alternate 2 Webb, Commissioner Frazier

D. ADJOURN

Director Gibson adjourned the meeting at 6:46pm.



MINUTES
CITY COUNCIL REGULAR MEETING
COUNCIL CHAMBERS
OCTOBER 19, 2023
6:30 PM

PRESENT

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

STAFF

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

ABSENT

Councilmember Dakota Marshall

The Joshua City Council held a Work Session at 6:30 pm. A Regular Meeting will be held immediately following the Work Session in the Council Chambers at Joshua City Hall, located at 101 S. Main St., Joshua, Texas, on October 19, 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/89208932518?pwd=Z2pQcnVwd3ArZUxIK0V6MStha2h2UT09>

Meeting ID: 89208932518 Passcode: 380462

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

Mayor Kimble led the Pledge of Allegiance.

C. INVOCATION

The invocation was given by Councilmember Kidd.

D. WORK SESSION

1. Discussion related to the budget report and financial statement for September 2023. (Staff Resource: M. Peacock)

City Manager Mike Peacock announced that the city's revenues have exceeded the projected amount. also shared that the negative numbers in the financial reports indicate the movement of funds within the budget.

2. Discuss and give direction regarding the Main Street construction engineering, including the Downtown Master Plan, additions to the scope of the project, railroad quiet zones, and funding sources. (Staff Resource: M. Peacock)

City Manager Peacock presented the downtown master plan to the council and requested their review before moving forward with any related projects. Councilmember Anderson inquired about the cost of installing quiet zones, and City Manager Peacock stated that the conversation had already begun. Councilmember Kidd expressed support for the downtown master plan but suggested delaying it until TxDot completes the 917 projects. Councilmember Waldrip suggested finding out the cost of installing quiet zones. Mayor Kimble pointed out that there are several streets throughout the city that need repairs. The council directed staff to revisit these issues and present their findings in November or December.

3. Discuss and receive updates on city board meetings:

- Animal Control Advisory Board
- Heritage Preservation Committee
- Library
- Planning & Zoning Commission
- Tax Increment Financing Board
- Type A Economic Development Corporation
- Type B Economic Development Corporation
- Zoning Board of Adjustment

Mayor Kimble stated that this item was added so the council can be updated on what the boards are working on.

Councilmember Anderson gave a brief update on the Economic Development Corporation Type A 1-7-4 Project.

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.

The following announcements were made:

Fall on Main is this Saturday.

A stage has been purchased for future events, but it takes about a year to be delivered.

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 meeting minutes of September 21, 2023. (Staff Resource: A. Holloway)

Motion made by Councilmember Anderson to approve the meeting minutes as presented. Seconded by Councilmember Nichols.

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

2. Discuss, consider, and possible action on approving development agreements. (Staff Resource: A. Holloway)

Motion made by Councilmember Waldrip to approve the development agreements as presented. Seconded by Councilmember Kidd.

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

H. REGULAR AGENDA

1. Discuss, consider, and possible action on accepting the 5% CPI (Consumer Price Index) increase as requested by Waste Connections. (Staff Resource: A. Bransom)

Asst. City Manager Bransom stated that Waste Connections has filed a letter requesting a five (5) percent CPI increase to cover employees' pay, gas, etc.

Motion made by Councilmember Breitenstein to approve the five (5) percent increase as requested. Seconded by Councilmember Anderson.

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

2. Discuss, consider, and possible action on a resolution approving the City of Joshua Investment Report for the Quarter Ending September 30, 2023. (Staff Resource: M. Freelen)

Finance Director Freelen stated that the quarterly report is in the packet. In addition, she stated as of September 30, 2023, there was \$3,014,849 invested with a total quarterly interest income of \$14,849.

Motion made by Councilmember Waldrip to approve the resolution. Seconded by Councilmember Nichols.

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

3. Discuss, consider, and possible action to ratify a resolution making a nomination to serve on the Johnson County Appraisal District Board of Directors. (Staff Resource: M. Peacock)

City Manager Peacock stated that this follows the council's direction to help reduce the tax burden on the citizens. He believes appointing Paul Jones would be a great candidate.

Paul Jones stated he appreciates the council's support.

Motion made by Councilmember Kidd to ratify the resolution nominating Paul Jones to serve on the County Appraisal District Board of Directors. Seconded by Councilmember Waldrup.

Item 1.

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

I. STAFF REPORT

1. Police Department
2. Fire Department
3. Municipal Court
4. Public Works
5. Development Services
6. Animal 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.

K. ADJOURNMENT

Mayor Kimble adjourned the meeting at 7:17 pm.

Scott Kimble, Mayor

Alice Holloway, City Secretary



**City Council Agenda
November 16, 2023**

Minutes Resolution

Action Item

Agenda Description:

Public hearing on a request for a zoning change regarding approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.

- 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 platted and rezoned to Single Family Residential District on May 16, 2019.

ZONING: The property is zoned (R-1) Single Family Residential District.

ANALYSIS: The property meets the minimum 2 acres for the area regulations of the Agricultural District and is considered low-density residential.

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

The Planning & Zoning board has recommended approval on November 6, 2023.

Attachments:

- 1) Rezone Application
- 2) Minor Plat
- 3) Survey of Property
- 4) Property Owner Letter
- 5) Vicinity Map
- 6) 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 and provide all information required to process your request.

- | | | |
|--|---|--|
| <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: N/A Lot 2 Bk 1 Meyers Subdivision

Project Address (Location): 1140 W Fm 917, Joshua TX

Existing Zoning: R-12 Proposed Zoning: Agri. Prod. District

Existing Use: Low Density Residential Proposed Use: Residential / Agri. Prod.

Existing Comprehensive Plan Designation: Low Density Residential Gross Acres: 5.5

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: Marcus Wilson Company: N/A

Address: 1140 W Fm 917 Tel: 682-240-2528 Fax: _____

City: Joshua State: TX ZIP: 76058 Email: marcuswilson@aetel.com

Property Owner: Marcus Wilson Company: A

Address: 1140 W Fm 917 Tel: _____ Fax: _____

City: Joshua State: TX ZIP: 76058 Email: marcuswilson@aetel.com

Key Contact: _____ Company: _____

Address: _____ Tel: _____ Fax: _____

City: _____ State: _____ ZIP: _____ Email: _____

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

SIGNATURE: Marcus Wilson
(Letter of authorization required if signature is other than property owner)

Print or Type Name: Marcus Wilson

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that the above name for the purposes and consideration expressed and in the capacity herein stated, Given under my hand and seal of office on this SEP 20 2023

Cheryl McClain
Notary Public

Signature Cheryl McClain 9-19-23



For Departmental Use Only

Case No.: P223-03
23-00744-01

Project Manager: _____

Total Fee(s): 500 + 300 Dep
156 157

Check No.: _____

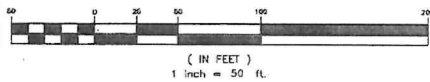
Date Submitted: 9-15-23

Accepted By: em

Date of Complete Application: _____

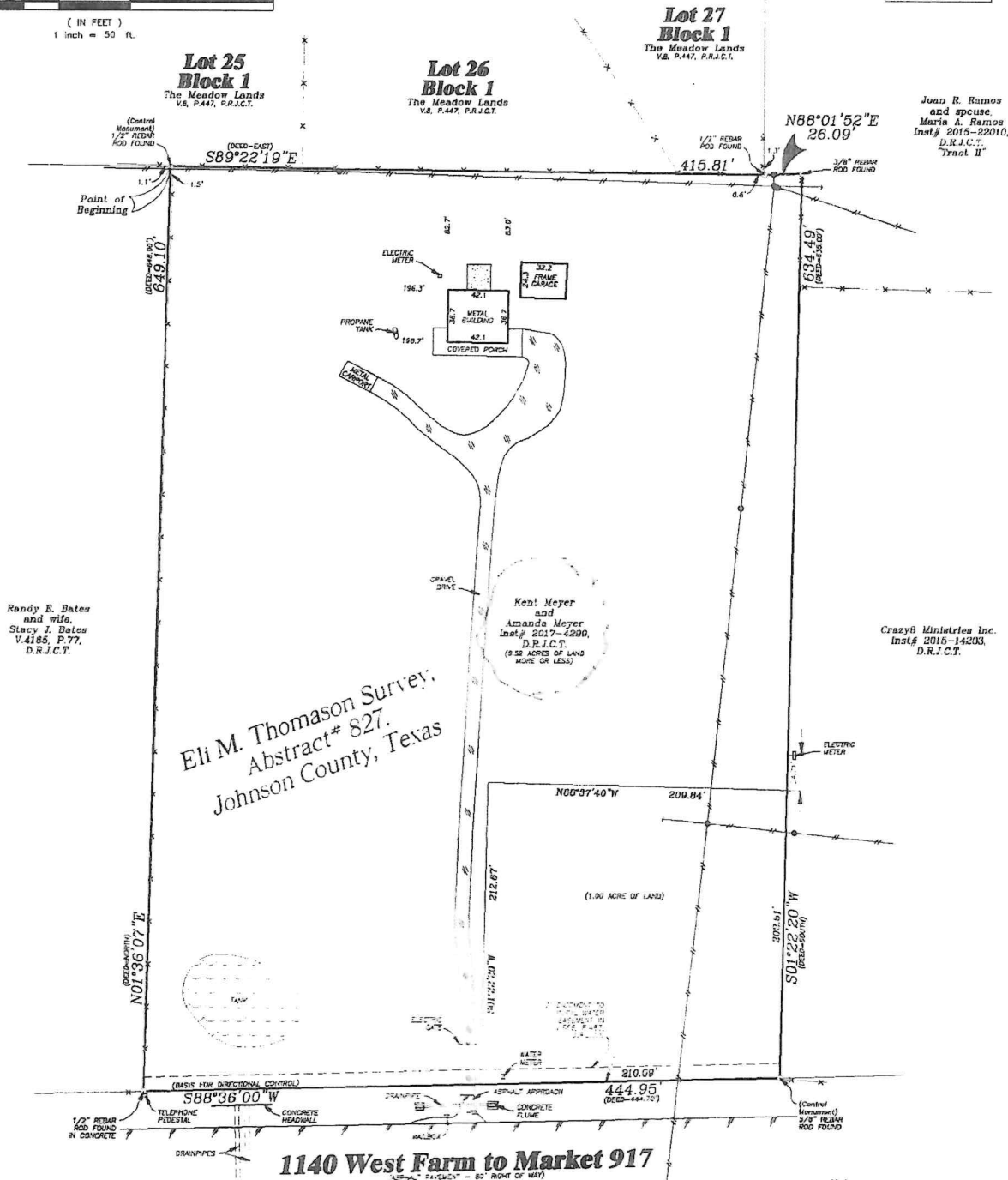
Ordinance # 752-2019

NORTH
GRAPHIC SCALE



LEGEND

- METER POLE
- UTILITY POLE
- DOWN OUT
- OVERHEAD UTILITY
- LINE
- ASPHALT
- CONCRETE
- FENCE



Eli M. Thomason Survey,
Abstract# 827,
Johnson County, Texas

1140 West Farm to Market 917

Legal Description:
Description for a tract of land situated in the R. M. Thomason Survey, Abstract Number 827, Johnson County Texas, being that same tract of land situated in Kent Meyer and Amanda Meyer, recorded in Instrument Number 2017-4289, Deed Records, Johnson County, Texas, being more particularly described by metes and bounds as follows:

Beginning at 1/2" rebar rod found (Control Monument) for the northwest corner of the Meyer Tract, same being the northeast corner of a tract of land described in a deed to Randy E. Bates and wife, Stacy J. Bates, recorded in Volume 4185, Page 77, Deed Records, Johnson County, Texas, and being in the south line of Lot 25, Block 1, The Meadow Lands, recorded in Volume 6, Page 447, Plat Records, Johnson County, Texas;

Thence S89°22'19"E (DEED-EAST), 415.81 feet along the common line of the Meyer Tract and The Meadow Lands to a 1/2" rebar rod found for the southeast corner of Lot 27, The Meadow Lands, same being an "el" corner of a tract of land described in a deed as "Tract II" to Juan R. Ramos and spouse, Maria A. Ramos, recorded in Instrument Number 2015-22010, Deed Records, Johnson County, Texas;

Thence N88°01'52"E, 26.09 feet along a common line of the Meyer Tract and the Ramos Tract to a 3/8" rebar rod found for the northeast corner of the Meyer Tract;

Thence S01°22'20"W (DEED-SOUTH), 834.49 feet (DEED=635.00') along the common line of the Meyer Tract; the Ramos Tract, and a tract of land described in a deed to Crazy8 Ministries Inc., recorded in Instrument Number 2015-14203, Deed Records, Johnson County, Texas to a 5/8" rebar rod found (Control Monument) in the north line of Farm to Market 917, an existing 80 feet wide right of way, for the southeast corner of the Meyer Tract, same being the southwest corner of the Crazy8 Ministries Tract;

S88°38'00"E (BASIS FOR DIRECTIONAL CONTROL), 444.95 feet (DEED=444.70') along the north line of Farm to Market 917 to a 1/2" rebar rod found in concrete for the southwest corner of the Bates Tract;

Thence N01°36'07"E (DEED-NORTH), 649.10 feet along the common line of the Meyer Tract and the Bates Tract to the point of beginning and containing 6.52 acres of land more or less.

Notes:
According to the Flood Insurance Rate Map for Johnson County, Texas, and Incorporated Areas, Community Panel Number 43251C 0100 J, Dated December 4, 2012 this tract is in Zone X, which is not in the 1% annual chance flood.

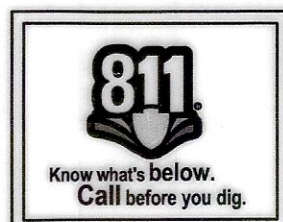
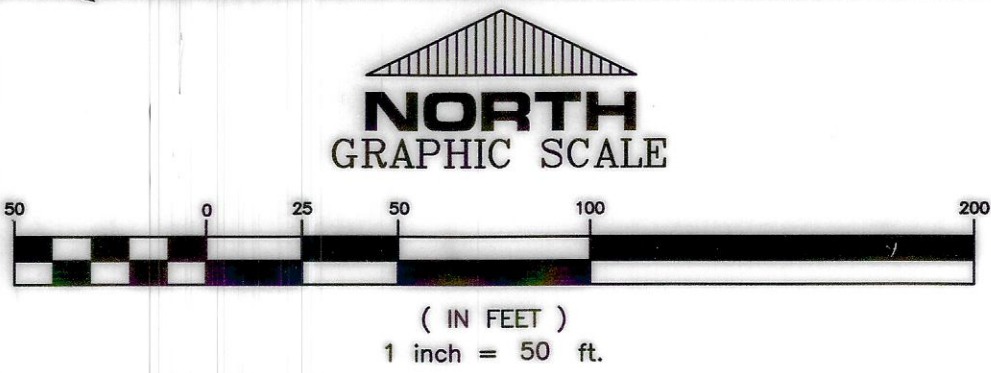
The easements recorded in Volume 369, Page 01, and Volume 531, Page 555, Deed Records, Johnson County, Texas, are blanket type easements that affect this tract.

Right of way dedication for Farm to Market 917 to the State of Texas, is recorded in Volume 377, Page 237, Deed Records, Johnson County, Texas.

TRI
SURVEYING
COUNTIES

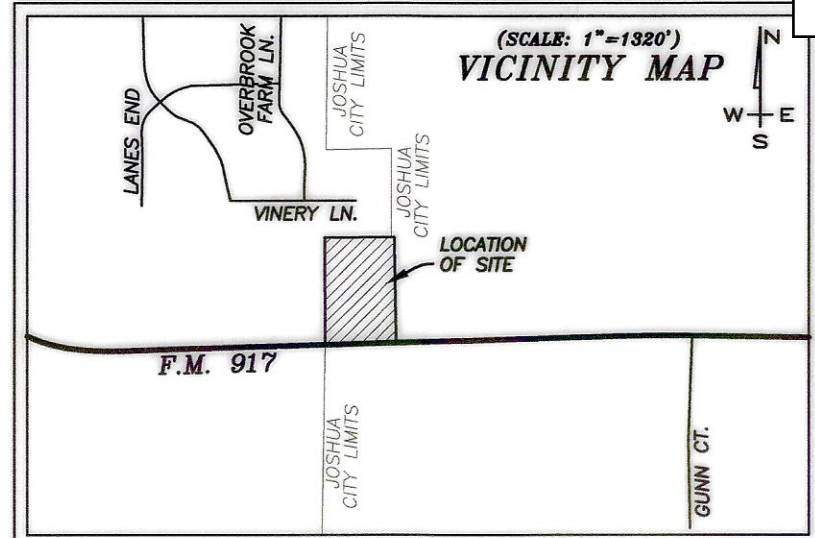
d/b/a TRICO/DELTA JOINT VENTURE
118 LOCUST STREET, 4212 TX 76080
OFFICES: 817-444-8355 FAX: 817-444-4387
SURVEYING@TRICOUNTIESURVEYING.COM
PLAT REGISTRATION: 12184402
2014 18010017 OF 513600210

01-24-2019



Owner/Developer:
Kent Meyer 817-944-3156
Amanda Meyer
1140 FM 917
Joshua, TX 76058

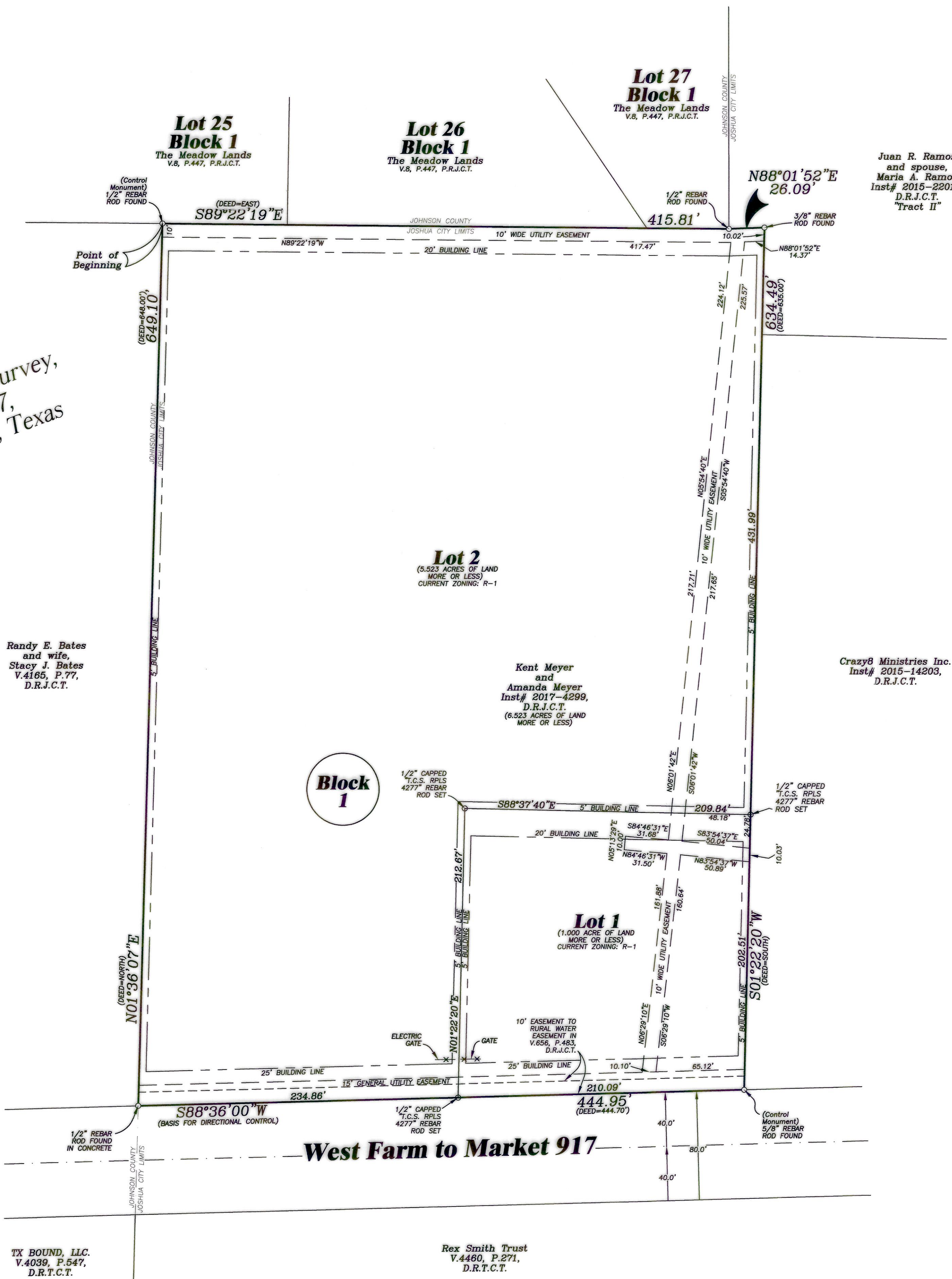
LINE	BEARING	LENGTH
L1	S06°01'42"W	20.74'
L2	S83°54'37"E	50.04'
L3	S83°54'37"E	50.82'
L4	S06°29'10"W	160.64'
L5	S06°29'10"W	161.88'
L6	S84°46'31"E	31.50'
L7	N05°13'29"E	10.00'
L8	S84°46'31"E	31.68'
L9	S06°01'42"W	19.99'



City of Joshua
I hereby certify that the above and foregoing plat of Meyer's Subdivision, an Addition to the City of Joshua, Texas, was approved by the City Council of the City of Joshua on the 22nd day of May, 2019.
This approval shall be invalid unless the approved plat for such addition is recorded in the office of the County Clerk of Johnson County, Texas, within two (2) years from said date of final approval. Said addition shall be subject to all the requirements of the Subdivision Regulations of the City of Joshua, City of Joshua Subdivision Ordinance 51.
WITNESS OUR HAND this 22nd day of May, 2019.
City Secretary

Approved:
City Administrator
Attest:
City Secretary

Eli M. Thomason Survey,
Abstract# 827,
Johnson County, Texas



Randy E. Bates
and wife,
Stacy J. Bates
V.4165, P.77,
D.R.J.C.T.

Kent Meyer
and
Amanda Meyer
Inst# 2017-4299,
D.R.J.C.T.
(6.523 ACRES OF LAND
MORE OR LESS)

Crazy8 Ministries Inc.
Inst# 2015-14203,
D.R.J.C.T.

TX BOUND, LLC.
V.4039, P.547,
D.R.T.C.T.

Rex Smith Trust
V.4460, P.271,
D.R.T.C.T.

PLAT DEDICATION:

Description for a tract of land situated in the Eli M. Thomason Survey, Abstract Number 827, Johnson County, Texas, being that same tract of land situated in Kent Meyer and Amanda Meyer, recorded in Instrument Number 2017-4299, Deed Records, Johnson County, Texas, being more particularly described by metes and bounds as follows:

Beginning at 1/2" rebar rod found (Control Monument) for the northwest corner of the Meyer Tract, same being the northeast corner of a tract of land described in a deed to Randy E. Bates and wife, Stacy J. Bates, recorded in Volume 4165, Page 77, Deed Records, Johnson County, Texas, and being in the south line of Lot 25, Block 1, The Meadow Lands, recorded in Volume 8, Page 447, Plat Records, Johnson County, Texas;

Thence S89°22'19"E. (DEED=EAST), 415.81 feet along the common line of the Meyer Tract and The Meadow Lands to a 1/2" rebar rod found for the southeast corner of Lot 27, The Meadow Lands, same being an "ell" corner of a tract of land described in a deed as "Tract II" to Juan R. Ramos and spouse, Maria A. Ramos, recorded in Instrument Number 2015-22010, Deed Records, Johnson County, Texas;

Thence N88°01'52"E., 28.09 feet along a common line of the Meyer Tract and the Ramos Tract to a 3/8" rebar rod found for the northeast corner of the Meyer Tract;

Thence S01°22'20"W. (DEED=SOUTH), 634.49 feet (DEED=635.00') along the common line of the Meyer Tract; the Ramos Tract, and a tract of land described in a deed to Crazy8 Ministries Inc., recorded in Instrument Number 2015-14203, Deed Records, Johnson County, Texas to a 5/8" rebar rod found (Control Monument) in the north line of Farm to Market 917, an existing 80 feet wide right of way, for the southeast corner of the Meyer Tract, same being the southwest corner of the Crazy8 Ministries Tract;

S88°36'00"W. (BASIS FOR DIRECTIONAL CONTROL), 444.95 feet (DEED=444.70') along the north line of Farm to Market 917 to a 1/2" rebar rod found in concrete for the southwest corner of the Meyer Tract, same being the southeast corner of the Bates Tract;

Thence N01°36'07"E. (DEED=NORTH), 649.10 feet (DEED=648.00') along the common line of the Meyer Tract and the Bates Tract to the point of beginning and containing 6.523 acres of land more or less.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We the undersigned owners of the land shown on this plat, and designated herein as the Meyer's Subdivision, an addition to the City of Joshua, Texas, and whose name is subscribed hereto, hereby dedicate to the use of the public forever all rights-of-way, streets, alleys, parks, water courses, drains, easements and public places thereon shown for the purpose and consideration therein expressed. I (we) further certify that all other parties who have a mortgage or lien interest in the Meyer's Subdivision have been notified and signed this plat.

We further acknowledge that the dedications and / or exactions made herein are proportional to the impact of the subdivision upon the public services required.

Kent Meyer
Amanda Meyer

STATE OF TEXAS
COUNTY OF JOHNSON

Before me, the undersigned authority, on this day personally appeared Kent Meyer and Amanda Meyer, known to me to be the persons whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purpose and consideration therein stated.

Given under my hand and seal of office this 22nd day of May, 2019.

Notary Public in and for the State of Texas

My Commission Expires: 11-22-2019



Filed For Record 6-03-19

Volume 11, Page 297, State of Texas

Becky Bailey
County Clerk

2 RESIDENTIAL LOTS

MINOR PLAT SHOWING
Lots 1 and 2, Block 1,
Meyer's Subdivision

AN ADDITION TO THE CITY OF JOSHUA, JOHNSON COUNTY, TEXAS, BEING 6.523 ACRES OF LAND SITUATED IN THE ELI M. THOMASON SURVEY, ABSTRACT NUMBER 827, JOHNSON COUNTY, TEXAS.

THIS PLAT FILED FOR RECORD IN VOLUME _____, PAGE _____, SLIDE _____, DATE _____

TRI SURVEYING
COUNTIES
d/b/a TRICO/DELTA JOINT VENTURE
116 LOCUST STREET, AZLE TX 76020
OFFICE: 817-444-2355 FAX: 817-444-4387
surveying@tricotcountysurveying.com
FIRM REGISTRATION: 10194462
JOB# 19040127 JOB# 19010017-PLAT

This is to certify that I, Lonnie Reed, a Registered Professional Land Surveyor of the State of Texas, have prepared this plat of the above subdivision from an actual survey on the ground; and that all monuments for lot corners, angle points, and points of curvature shown thereon as 'set' were placed under my personal supervision in accordance with the Subdivision Ordinance of the City of Joshua.

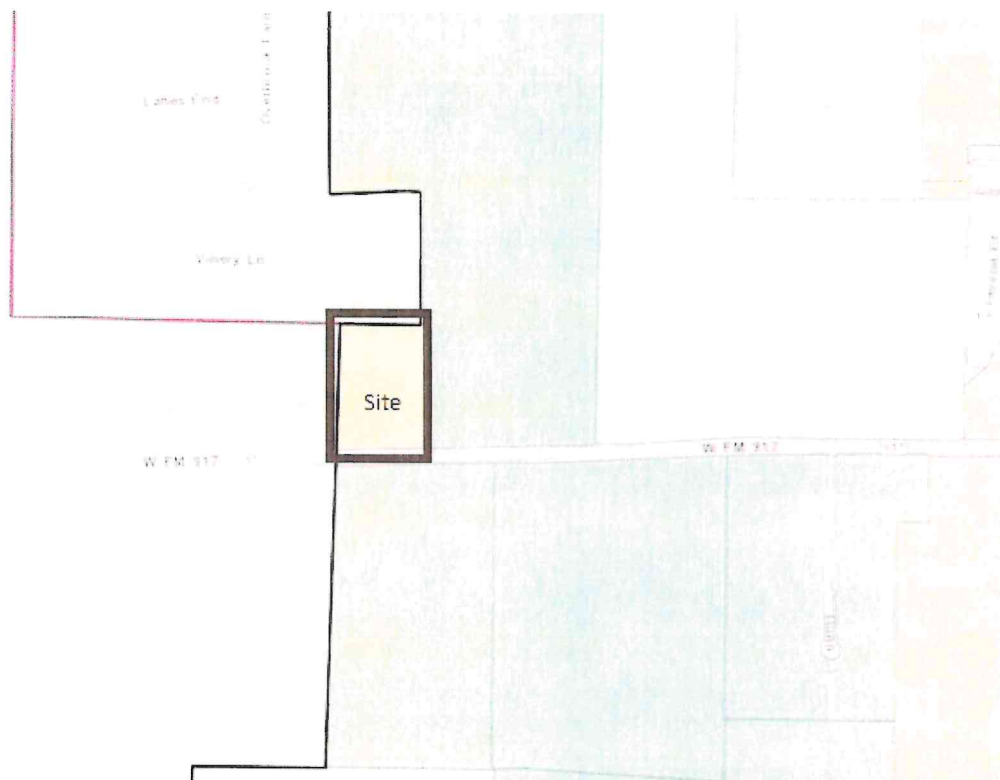


Lonnie Reed, Surveyor
Texas R.P.L.S. No. 4277
Date: 04-28-2019

The proposal is to downgrade the zoning from Light Residential to Agricultural District. The site is not suitable for development for the following reasons:

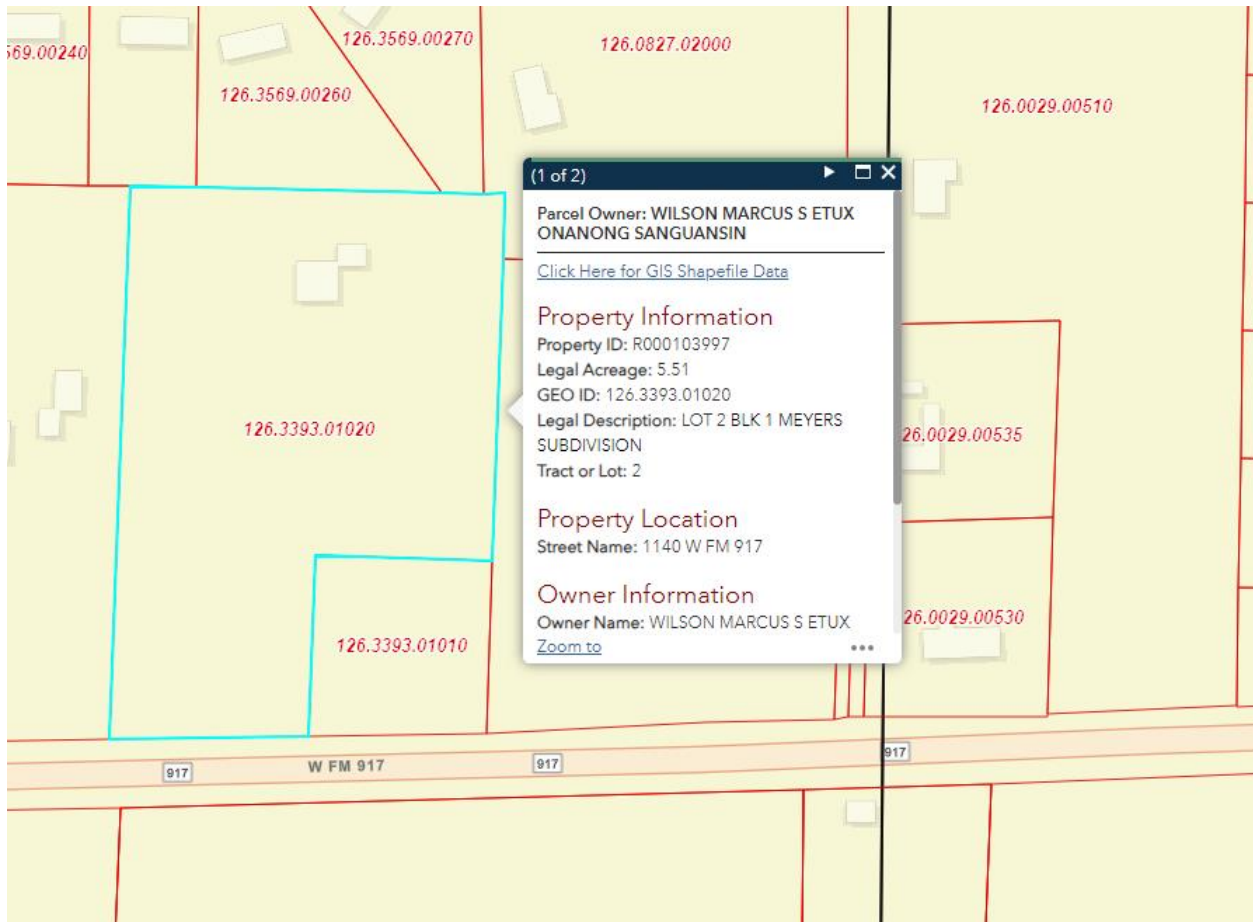
1. The property consists of approximately 90% tree pine tree canopy. Developing the site would require clear cutting of the trees. The new tree ordinance makes this site not conducive for development.
2. The available land next to W 917 has the potential to flood, making any area near the road undevelopable.

The site is surrounded by either areas outside the city limits or next to agricultural properties. The proposed zone change will permit flexibility by permitting additional goats and other animals that eat pine needles.



The A Agricultural District facilitates the use of land according to the transition of residential edges as described in the Comprehensive Land Use Plan. This district promotes a single main dwelling unit on a lot of two acres or more.

The property currently meets the minimum requirements such as 2 acres, lot width, depth etc.



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 Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, and being approximately 5.51 acres of land, changing the zoning from (R-1) Single Family Residential District to the (A) Agricultural District.

The Planning and Zoning Commission will conduct its public hearing on November 6, 2023, at 6:30 PM, and the City Council will conduct its public hearing and consideration on November 16, 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
November 16, 2023**

Ordinance

Action Item

Agenda Description:

Discuss, consider, and possible action on a request for a zoning change by ordinance regarding approximately 5.51 acres of land in the Meyers Subdivision, Lot 2, BLK 1, County of Johnson, Texas, located at 1140 W FM 917, to change from (R-1) Single Family Residential District to the (A) Agricultural District.

Background Information:

HISTORY: The current property is platted and rezoned to Single Family Residential District on May 16, 2019.

ZONING: The property is zoned (R-1) Single Family Residential District.

ANALYSIS: The property meets the minimum 2 acres for the area regulations of the Agricultural District and is considered low-density residential.

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 1140 W FM 917 IN THE CITY OF JOSHUA, TEXAS, CONSISTING OF APPROXIMATELY 5.51 ACRES OF LAND MORE PARTICULARLY DESCRIBED AS MEYERS SUBDIVISION, LOT 2, BLK 1, IN THE CITY OF JOSHUA, JOHNSON COUNTY, TEXAS, FROM THE (R1) SINGLE FAMILY RESIDENTIAL DISTRICT, TO THE (A) AGRICULTURAL 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 1140 W FM 917, more particularly described as Meyers Subdivision, Lot 2, BLK 1, in the City of Joshua, Johnson County, Texas, presently zoned as Single Family Residential District (R1) District is hereby changed to Agricultural District (A) 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 16th day of November, 2023.

Scott Kimble, Mayor

ATTEST:

Alice Holloway, City Secretary

APPROVED AS TO FORM:

Terrence S. Welch, City Attorney



**City Council Agenda
November 16, 2023**

Ordinance

Action Item

Agenda Description:

Discuss, consider, and possible action on an ordinance repealing existing section 5.07, “Food Trucks,” of Article 5, “Permitted Uses,” of the zoning ordinance, found in Chapter 14, “Zoning,” of the code of ordinances and adopting new food truck regulations by adding a new Article 1.10, “Food Trucks,” to Chapter 1, “General Provisions,” of the code of ordinances, providing for the regulation of food trucks.

Background Information:

HISTORY: The food truck ordinance was last adopted on June 18, 2020.

ANALYSIS: The City Council directed staff to simplify the process of obtaining a food truck permit. A conditional use permit is no longer required for a food truck permit and can now be approved by the City Manager or their designee. A few notable additions to the ordinance are as follows:

- Food trucks shall not remain on any parcel for more than 72 hours.
- A food truck vendor shall submit a site plan depicting the location of the food truck on the property; and shall secure a current food handler card from Johnson or Tarrant County.
- A drive-through is not permitted in conjunction with the food truck and shall not provide a drive-through of any kind.
- Food trucks shall be equipped with a self-closing lidded, trash receptacle and kept clean and free from litter, garbage, and debris.
- Food truck vendors shall provide the City with a copy of written permission from the property owner to allow the operation of a food truck and to allow the food truck and their customers access to a commercially plumbed public restroom on-site.

City Contact and Recommendations:

Staff recommends approval.

Attachments:

1. Food Truck Ordinance

CITY OF JOSHUA, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, REPEALING EXISTING SECTION 5.07, "FOOD TRUCKS," OF ARTICLE 5, "PERMITTED USES," OF THE CITY'S ZONING ORDINANCE, FOUND IN CHAPTER 14, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF JOSHUA, TEXAS, AND ADOPTING NEW FOOD TRUCK REGULATIONS BY ADDING A NEW ARTICLE 1.10, "FOOD TRUCKS," TO CHAPTER 1, "GENERAL PROVISIONS," OF THE CODE OF ORDINANCES OF THE CITY OF JOSHUA, TEXAS, GENERALLY PROVIDING FOR THE REGULATION OF FOOD TRUCKS; MAKING FINDINGS; PROVIDING A REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Joshua, Texas, is a home rule municipality acting under its charter, which was adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, in recent years, the number of restaurants and other establishments which provide food for human consumption in the City of Joshua has increased and continues to increase; and

WHEREAS, the City has seen an interest from food truck vendors desiring to offer edible food products to local citizens and visitors to the City of Joshua, particularly at special events; and

WHEREAS, the City Council desires to allow food trucks to operate in the City of Joshua, with certain licensing and operational requirements in accordance with applicable state public health and safety requirements.

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

SECTION 1

All of the above premises are hereby found to be true and correct legislative and factual findings of the City of Joshua and they 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, Section 5.7, "Food Trucks," of Article 5, "Permitted Uses," of the City's Zoning Ordinance, found in Chapter 14, "Zoning," of the Code of Ordinances of the City of Joshua, Texas, is hereby repealed in its entirety and said Section 5.7 shall now read as follows:

“ARTICLE 5 PERMITTED USES

* * *

§ 5.7 RESERVED.

* * *”

SECTION 3

From and after the effective date of this Ordinance, Chapter 1, “General Provisions,” of the Code of Ordinances of the City of Joshua, Texas, is hereby amended by adding a new Article 1.10, “Food Trucks,” to read as follows:

“ARTICLE 1.10 FOOD TRUCKS

Sec. 1.10.001 Definitions

Edible Goods. A type of goods sold for human consumption that includes, but is not limited to:

- (1) Prepackaged food, including, but not limited to candy, beverages, chips, popsicles and ice cream; and/or
- (2) Prepared food, including, but not limited to shaved ice, sandwiches, pizza, barbecue, tacos, and desserts.

Food Truck. A truck, cart, trailer or kitchen mounted on a chassis and that is capable of being moved with a motorized or non-motorized unit, including without limitation, a self-contained motorized unit that sells Edible Goods.

Food truck vendor. An individual or entity that sells Edible Goods for human consumption from a food truck.

Sell. The act of exchanging a good for a profit or in return for a donation.

Sec. 1.10.002 Adoption of Texas Food Establishment Rules

The City of Joshua hereby adopts by reference the provisions of the current rules, or rules as may be amended from time to time, by the Executive Commissioner of the State Health and Human Services Commission, found in 25 Texas Administrative Code, Section 228.221, as amended, regarding the regulation of food trucks.

Sec. 1.10.003 Permit and Application

(a) Permit. A Food Truck Vendor shall have a valid food truck permit ("Permit") that has been issued by the City in order to sell Edible Goods within the City.

(b) Application. A Food Truck Vendor must apply for a Permit on a form promulgated by the City. A Food Truck Vendor must apply separately for each Food Truck it intends to operate within the City. Once the City Manager or his or her designee ("City Manager") determines that the Permit application is complete, the City Manager must review the application and notify the applicant if the Permit application meets the requirements of this article within ten (10) business days.

(c) Permit form. A Permit application must include the following information to be complete:

- (1) Payment of the Permit fee.
- (2) Name of Applicant, address and telephone number or other contact information.
- (3) Sales tax number with a copy of sales tax permit.
- (4) If applicable, a signed permission or notarized affidavit from the private property owner granting permission for the application to locate a mobile food unit(s) on his or her property.
- (5) Name, phone number and driver's license number of business owner and any employee managing the mobile food unit.
- (6) Description of Edible Goods to be sold.

(d) Permit Application Process. The Permit application shall be processed as follows:

- (1) The Permit application shall be submitted to the City.
- (2) The Permit application shall be reviewed by the City Manager to determine whether the application is complete and eligible for review. The City Manager shall review a complete Permit application to determine whether it meets the requirements of this section.
- (3) The City Manager shall approve a Permit application that meets the mobile food vendor requirements set forth in this section.
- (4) The City Manager shall deny a Permit application that does not meet the mobile food vendor requirements set forth in this section.

Sec. 1.10.004 Permit Fee

(a) The fee for a Permit shall be Twenty-Five Dollars (\$25.00). A Food Truck Vendor must obtain a separate Permit for each food truck it operates within the City.

(b) A Permit shall be valid for no longer than seventy-two (72) hours.

Sec. 1.10.005 Food Truck Requirements

The following regulations shall apply to a Permit holder operating a food truck within the City:

(a) Location.

(1) All food trucks must be located on a parcel which is appropriately zoned for commercial development.

(2) Food truck vendors shall provide the City with a copy of written permission from the property owner to allow the operation of a food truck and to allow the food truck and their customers access to a commercially plumbed public restroom on-site.

(3) A food truck vendor shall submit a site plan depicting the location of the food truck on the property; and shall secure a current food handler card(s) from Johnson or Tarrant County, providing copies of these documents to the City of Joshua.

(4) Food trucks shall be located within five hundred feet (500') of an entrance of a primary building that holds the certificate of occupancy.

(5) No food trucks, their merchandise, advertising, or seating shall obscure traffic sight visibility.

(6) No food trucks operating under this article shall be allowed to sell or service food on any public street, sidewalk, or other public right-of-way unless approved in writing by the City of Joshua.

(7) Food trucks shall not operate in driveways or fire lanes.

(8) Food trucks, including any applicable seating may operate in parking spaces in a commercially zoned individual property, parcel, tract or platted lot, if the required parking for the center remains in compliance with the City's parking regulations. A site plan indicating the specific location is required.

(9) Food trucks shall not remain on any parcel for more than seventy-two (72) hours.

(b) Licensing.

All food trucks shall have a valid vehicle registration, motor vehicle operator's license, proof of vehicle liability insurance, a Texas Sales Tax Permit and meet all other state law licensing requirements.

(c) Operational Issues.

(1) A drive-through is not permitted in conjunction with the food truck and shall not provide a drive-through service of any kind.

(2) Food trucks shall be equipped with a self-closing lidded, trash receptacle. The trash receptacle must be placed outside next to the food truck for use by the patrons of the truck. The area around the food truck shall be kept clean and free from litter, garbage, and debris.

(3) Temporary connections to potable water are prohibited. Water shall be from an internal tank, and electricity shall be from a generator or an electrical outlet via a portable cord that is in conformance with the Electrical Code as adopted by the City of Joshua.

(4) Except as otherwise limited by the City of Joshua Code of Ordinances, or other City codes, a food truck may utilize outside seating consisting of a portable table and a seating capacity of not to exceed four (4).

Sec. 1.10.006 Offenses

(a) It shall be unlawful for a Food Truck Vendor directly or through an agent or employee to sell Edible Goods from a Food Truck within the corporate limits of the City unless it holds a valid Permit.

(b) It shall be unlawful for a Food Truck Vendor directly or through an agent or employee to misrepresent on the Permit application any acts that are regulated under this article.

(c) It shall be unlawful for a Food Truck Vendor directly or through an agent or employee to allow a food truck to operate that does not comply with the Texas Food Establishment Rules, as amended.

Sec. 1.10.007 Penalty

The violation of or noncompliance with this article by any person, firm, association of persons, company, corporation, or their agents, servants, or employees shall be punishable as a misdemeanor and upon conviction, such person, firm, association, company, corporation or their agents servants or employees shall be fined a sum not less than one dollar (\$1.00) but shall not exceed two thousand dollars (\$2,000.00), and each

day any violation or noncompliance continues shall constitute a separate and distinct offense.”

SECTION 4

All ordinances, orders or resolutions heretofore passed and adopted by the City Council of the City of Joshua, Texas, are hereby repealed to the extent that said ordinances, resolutions, or parts thereof, are in conflict herewith.

SECTION 5

If any section, subsection, clause, phrase or provision of this Ordinance, or the application thereof to any person or circumstance, shall to any extent be held by a court of competent jurisdiction to be invalid, void or unconstitutional, the remaining sections, subsections, clauses, phrases and provisions of this Ordinance, or the application thereof to any person or circumstance, shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

SECTION 6

Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be deemed guilty of a misdemeanor and, upon conviction, shall be punished pursuant to the provisions contained in Section 4.09.012 of the Code of Ordinances of the City of Joshua, Texas, as amended.

SECTION 7

The City Secretary is directed to publish in the official newspaper the caption and penalty clause of this ordinance once in a newspaper of general circulation.

SECTION 8

This ordinance shall be in full force and effect from and after its passage and publication as provided by law, and it is so ordained.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THIS ____ DAY OF _____, 2023.

Scott Kimble, Mayor

ATTEST:

Alice Holloway, City Secretary

APPROVED AS TO FORM AND CONTENT:

Terrence S. Welch, City Attorney

CITY OF JOSHUA, TEXAS
RESOLUTION NO. _____

RESOLUTION BY THE CITY OF JOSHUA, TEXAS, AFFIRMING THE CASTING OF VOTES IN THE 2024-2025 ELECTION OF THE BOARD OF DIRECTORS FOR THE CENTRAL APPRAISAL DISTRICT OF JOHNSON COUNTY, TEXAS.

WHEREAS, the Texas Property Tax Code requires the creation of a tax appraisal district in each county in the State of Texas; and

WHEREAS, an appraisal district is governed by a board of directors appointed by vote of the governing bodies of the taxing units that participate in the district; and

WHEREAS, each governing body must determine its vote by resolution and submit the resolution to the district's chief appraiser; and

WHEREAS, directors serve two-year terms commencing on January 1st of even-numbered years; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OCUNCIL OF THE CITY OF JOSHUA, TEXAS.

The City of Joshua ____ allotted votes are hereby cast for candidate _____ for Director of the Johnson County Appraisal District.

PASSED and APPROVED on the 16th day of November 2023.

 Scott Kimble, Mayor

ATTEST:

 Alice Holloway, City Secretary



**City Council Agenda
November 16, 2023**

Resolution

Action Item

Agenda Description:

Discuss, consider, and possible action on a resolution authorizing Type B Economic Development Corporation expenditures for equipment for the parks department.

Background Information:

The Type B EDC Meeting will be held on Monday, November 13, 2023. The corporation will be considering authorizing the purchase of equipment needed by the parks department.

After the meeting, the City Secretary will prepare and upload the resolution that will need to be approved by the City Council authorizing the purchase if council so wishes.

Financial Information:

Will update once the corporation authorizes an amount.

City Contact and Recommendations:

Alice Holloway, City Secretary

Mike Peacock, City Manager

Attachments:

na

**CITY OF JOSHUA
RESOLUTION NO. 2023-**

Item 5.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AUTHORIZING THE EXPENDITURE OF TYPE B FUNDS FOR EQUIPMENT AND REPAIRS OF THE PARKS DEPARTMENT FACILITY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Joshua Economic Development Corporation (“EDC”) is a Type-B economic development corporation; and

WHEREAS, the City Council finds the purchases deemed to be for the benefit of the public.

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

SECTION 1. The recitals contained in the preamble of this Resolution are determined to be true and correct and are hereby adopted as a part of this Resolution.

SECTION 2. The City Council of the City of Joshua hereby approves and authorizes the following purchases for which the EDC may authorize expenditures provided all other statutory requirements are followed:

- | | |
|--|----------|
| • Minor Tools | \$1200 |
| • Park Building R&M | \$20,261 |
| • Dump Trailer | \$9,561 |
| • Heavy Blower | \$15,999 |
| • Power Washer Trailer | \$10,858 |
| • Less Budget Revenue for Zero Turn Mowers | \$29,500 |

Total Cost: \$28,379

SECTION 3. It is hereby declared that the sections, paragraphs, sentences, clauses, and phrases of this Resolution are severable and, if any phrase, clause, sentence, paragraph, or section of this Resolution shall be declared unconstitutional or invalid by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Resolution, because the same would have been enacted by the City Council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 4. All resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict herewith.

SECTION 5. This Resolution shall take effect immediately after passage hereof.

SECTION 6. This Resolution is read and adopted at a meeting that is open to the public and notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

PASSED AND APPROVED by the City Council of the City of Joshua, Texas on the 16th day of November 2023.

Item 5.

Scott Kimble
Mayor

ATTEST:

Alice Holloway
City Secretary



Joshua Police Department



Item 1.

October 2023

The police department underwent a preliminary review in conjunction with the accreditation process. The review noted several minor policy adjustments and clarifications. The identified policies were updated, and the police department is scheduled for an onsite assessment on November 14th and 15th. Assistant Chief Baxter of the Sachse Police Department and Assistant Chief Fuller of the Brownwood Police Department will serve as our assessors.

The police department was awarded a grant by the Office of Justice Programs and the Patrick Leahy Bulletproof Vest Partnership. This federal grant will allow the police department to seek reimbursement of 50% of the cost of bulletproof vests worn by officers.

The STOP Task Force was contacted on two occasions in October and assisted the police department with narcotics investigations and the execution of search warrants. The police department and STOP were able to seize over six pounds of methamphetamine, psychedelic mushrooms, cocaine, and marijuana.

Sergeants Chris Lee and Kristie Session began a three-week school in leadership development. The course is presented by the Texas Police Chief Association and is the foundation of the Law Enforcement Command Officer Program. The LECOP program is designed to develop future leaders within the organization to assume command positions in law enforcement. The program requires the completion of 10 different courses spread across several years.

Detective Sosebee attended a post critical incident seminar at the Law Enforcement Management Institute of Texas. The seminar provided Detective Sosebee with skills necessary to address the issues faced by law enforcement after critical incidents and to counsel her peers with post-traumatic stress.

Operations

Category	October 2023	October 2022	2023 year to date
Dispatched Calls	243	222	2,374
Arrests	12	11	108
Crash Reports	2	6	41
Traffic Stops	554	550	5,449
Citations	389	169	2,969
Outside LE Agency Assist	17	7	110
Reports	43	54	477



Joshua Police Department



Item 1.

K9

K9 Basco continues to train in narcotics detection and was deployed to Keene to assist with a narcotics investigation.

Investigations

Category	October 2023	October 2022	2023 year to date
Crimes Against Persons	7	6	46
Property Crime (Thefts, Damage)	10	9	107
Other (Drug or Alch/Missing/Deceased)	26	39	177

Code Enforcement

Violations

No Building Permit	3
HIGH GRASS AND WEEDS	23
Junk and Debris (Nuisance)	5
Unapproved Parking Surface	5
Sign Violations	18
RV Parking Regulations	2
Outside Storage	5
Junk/Inoperable Motor Vehicle	1
Obstruction of Sidewalks or Public Ways	1
Overgrown Vegetation and Weeds	1
Certificate of Occupancy (Commercial)	1

Community Events/Outreach

Event	Date
National Night Out	October 3 rd
Mariposa Health Fair	October 4 th
Crime Stoppers	October 10 th
First Responder Night	October 13 th
Fall on Main	October 21 st
Pinnacle Bank Security Meeting	October 26 th
YMCA Boo Bash	October 31 st



Joshua Fire Department Monthly Activity Report

September 2023

PERSONNEL & RECENT ACTIVITIES

Volunteer hours were 338 in October. Firefighters Babbitt and Ray completed Driver/Operator class and received their certifications. All firefighters are now Driver/Operator certified. The latest round of firefighters obtained their certification with one year. Volunteer Nick Shotwell is attending fire academy training. Fire Marshal Gage Noblitt is also attending fire academy training, and is scheduled to complete the second half of Fire Marshal professional development at Sam Houston State University.

The new Tanker 77 will be delivered sometime in November.

EMERGENCY RESPONSE

The County has changed emergency incident reporting software from the former Emergency Reporting to ESO. We began using the new software on October 10. Because of the learning curve we have not yet determined how to obtain detailed reporting information such as type of call. We hope to be back on track for November's report. Until then we are providing the basic data on totals of types of incidents. Thank you for your patience.

JOSHUA FIRE DEPARTMENT EMERGENCY RESPONSE STATISTICS								
YEAR:	2023	MONTH:	OCTOBER					
CITY INCIDENTS	October	YTD		COUNTY INCIDENTS			October	YTD
TOTAL CITY	91	904		TOTAL COUNTY			27	289
STAFFING	October	YTD		TOTAL INCIDENTS			118	1193
INADEQUATE	0	0						
MISSED CALLS	0	0		Mutual/Auto Aid	September	YTD		
				MA RECEIVED	1	44		
RESP TIMES	September	October		AA RECEIVED	0	35		
JOSHUA	6:06	6:00						
COUNTY	8:56	12:19						
NO-RESP 2nd CALL	October	YTD						
	1	12						

Continued next page

FIRE MARSHAL'S OFFICE.**FIRE INSPECTIONS****Inspection Result for Inspection Type for Date Range**

InspectionType: All Types | Start Date: 10/01/2023 | End Date: 10/31/2023

ID	OCCUPANCY	DATE	INSPECTOR	INSP. RESULTS	NOTES
Inspection Type: Annual					
HH01	Las Alazanas Restaurant	10/09/2023	Noblitt, Gage	Correction Notice Issued	
JCC01	Joshua Church of Christ	10/10/2023	Noblitt, Gage	Correction Notice Issued	
BG01	Brookshire Grocery	10/11/2023	Noblitt, Gage	Correction Notice Issued	
	Hair with a Flair Salon	10/11/2023	Noblitt, Gage	Correction Notice Issued	
	Petinary Services	10/11/2023	Noblitt, Gage	Correction Notice Issued	
JFD2	Joshua Fire Department	10/12/2023	Noblitt, Gage	Passed	
PPDC	Punkin Patch Day Care	10/18/2023	Noblitt, Gage	Correction Notice Issued	
Total # Inspections for: Annual: 7					
Inspection Type: Certificate of Occupancy Inspection					
PE2021	Panda Express	10/30/2023	Noblitt, Gage	Passed	
Total # Inspections for: Certificate of Occupancy Inspection: 1					
Inspection Type: Fire Protection System Inspection					
PE2021	Panda Express	10/24/2023	Noblitt, Gage	Passed	Acceptance test for Kitchen hood suppression
Total # Inspections for: Fire Protection System Inspection: 1					
Inspection Type: Plan Review					
ASC01	American Steel Carports	10/10/2023	Noblitt, Gage	Correction Notice Issued	
ASC01	American Steel Carports	10/18/2023	Noblitt, Gage	Passed	
Total # Inspections for: Plan Review: 2					
Inspection Type: Reinspection					
SONI01	Sonic Drive In	10/04/2023	Noblitt, Gage	Correction Notice Issued	
DRM2022	Deep Root Mac LLC	10/04/2023	Noblitt, Gage	Passed	
TAC01	Thunder Alley Cycles	10/04/2023	Noblitt, Gage	Passed	
D-Bat 2020	D-Bat Batting Cage	10/04/2023	Noblitt, Gage	Passed	
WF01	United Coop	10/09/2023	Noblitt, Gage	Passed	
	Kelly's daiquiris and more	10/09/2023	Noblitt, Gage	Correction Notice Issued	
Inspection Type: Reinspection					
USPS01	US Post Office	10/11/2023	Noblitt, Gage	Passed with Comments	
JCC01	Joshua Church of Christ	10/26/2023	Noblitt, Gage	Passed	
D-Bat 2020	D-Bat Batting Cage	10/31/2023	Noblitt, Gage	Passed	
Total # Inspections for: Reinspection: 9					
Inspection Type: Visual Fire Line Inspection					
JL-2021	Joshua Landing	10/27/2023	Noblitt, Gage	Correction Notice Issued	Fire Line Pressure Test.
Total # Inspections for: Visual Fire Line Inspection: 1					
TOTAL # INSPECTIONS: 21					

TRAINING

DATE	TOPIC	HOURS
10/04	Pump Operations	3
10/11	Business Inspections & Investigations	4
10/18	Hands on Vehicle Extrication	4
10/18	Scenarios & Size-ups	4
10/25	EMS Training	4
10/07	Live Burns	8

City of Joshua
Municipal Court Council Report
From 10/1/2023 to 10/31/2023

11/1/2023 11:11

Item 3.

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
345	1	38	0	2	386

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
\$21,828.45	\$8,224.43	\$13,801.90	\$959.70	\$1,173.72	\$45,988.20

Warrants

Issued	Served	Closed	Total
0	0	18	18

FTAs/VPTAs

FTAs	VPTAs	Total
0	0	0

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
120	0	89	44	97	350

Trials & Hearings

Jury	Bench	Appeal	Total
0	0	0	0

Omni/Scofflaw/Collection

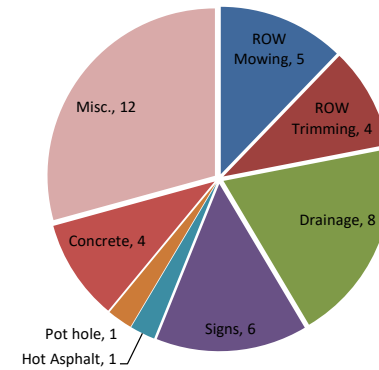
Omni	Scofflaw	Collections	Total
89	0	89	178

City of Joshua
Public Works Monthly Activity Report
For the Month of October 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																		1	1	1	1							5
ROW Trimming			1		1				1								1																4
Drainage		1							1									1	1	1					1		1			1			8
Signs						1			1											1				1	1						1		6
Hot Asphalt																		1															1
Pot hole		1																															1
Building Maint.																																	0
Concrete										1	1	1																			1		4
Emergency Services																																	0
Crack Seal																																	0
Safety Meeting																																	0
Supporting other Dept.																																	0
Vehicle+Equipment Maint.																																	0
Misc.			1	3		2						2	1	1	1	1																	12

Chart reflects one per daily occurrence

ROW Mowing	5
ROW Trimming	4
Drainage	8
Signs	6
Hot Asphalt	1
Pot hole	1
Building Maint.	0
Concrete	4
Emergency Services	0
Crack Seal	0
Safety Meeting/Classes	0
Supporting other Dept.	0
Vehicle+Equipment Maint.	0
Misc.	12



Public Works Monthly Team Status Report

For The Month Of October 2023

Completed Items

Date Received	Work Order	Finish Date	Notes
10/2/2023	Joshua Fire Station	10/2/2023	Set 24" catch basin on slope south drive
10/3/2023	312 Gregory	10/6/2023	Haul scrap to recycler and clean lot
10/3/2023	101 Country Club Dr	10/9/2023	Set up traffic control for removal of cottonwood tree
10/4/2023	804 Country Club	10/6/2023	Water sod in drainage swale
10/5/2023	City Wide	10/25/2023	Mow city row's with slope mower
10/6/2023	Country Club Dr and Edgehill	10/6/2023	Repair traffic sign
10/9/2023	SH 174 and S Main St	10/9/2023	Paint double yellow divider at intersection
10/10/2023	700 W Sheila	10/16/2023	Repair sewer lateral and backfill drive approach
10/12/2023	Trailwood Dr and Lakeview Dr	10/12/2023	Place steel plate over culvert failure in street
10/13/2023	City Wide Clean-up	10/16/2023	Clean-up event
10/17/2023	N Main St 301	10/17/2023	Remove elm tree from row
10/18/2023	Angus St and College St	10/19/2023	Set new drainage rcp at intersection
10/20/2023	City Wide	10/25/2023	Repair traffic signs
10/23/2023	Joshua Station, Gregory and SH 174	10/26/2023	Mow city row's
10/27/2023	City Wide	10/30/2023	Clean drainage headwalls and culverts in row
10/31/2023	Old Hickory Ln	10/31/2023	Saw-cur broken curbs for repair

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

Montly Shelter Statistics 2023-2024

		Shelter Statistics							Medical Tests & Results				
	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		
2023-2024 General Stats													
October	100%	315	52	148	419	32	1	2	0	0	0		
November	#DIV/0!												
December	#DIV/0!												
January	#DIV/0!												
February	#DIV/0!												
March	#DIV/0!												
April	#DIV/0!												
May	#DIV/0!												
June	#DIV/0!												
July	#DIV/0!												
August	#DIV/0!												
September	#DIV/0!												
Annual Total		315	52	148	419	32	1	2	0	0	0		
Annual Average		315	52	148	419	32	1	2	0	0	0		
2022-2023 General Stats													
October	100%	165	0	60	350	15	11	0	0	0	0	0	0
November	100%	192	0	95	365	23	6	0	0	0	0	0	0
December	100%	159	2.5	70	467	24	5	0	0	0	0	0	0
January	100%	168	0	36	436	25	1	2	0	0	0	0	0
February	100%	150	0	36	498	22	7	0	0	0	0	0	0
March	100%	212	5.5	86	512	13	1	0	0	0	0	0	0
April	100%	221	5	105	401	22	6	3	0	0	0	0	0
May	100%	229	6	166	532	38	1	1	0	0	0	0	0
June	100%	222	16	90	652	32	7	1	1	0	0	0	0
July	100%	208	45	212	510	28	2	4	1	0	0	0	0
August	100%	293	67	118	437	39	8	2	0	2	1		
September	100%	236	30	78	448	46	23	3	0	0	0		
Total		2455	177	1152	5608	327	78	16	2	2	1		
Average		204.5833333	14.75	96	467.3333333	27.25	6.5	1.333333333	0.166666667	0.166666667	0.083333333		

Patrol Hours

Patrol Month	H. Braymer	A Timmons	K Gelsthorpe	
October	3	3		3
November				
December				
January				
February				
March				
April				
May				
June				
July				
August				
September				
Annual Total	0	0		0
Annual Average	#DIV/0!	#DIV/0!	#DIV/0!	
Year Prior				
October	0	0		0
November	0	0		0
December	0	3		4
January	0	0		0
February	0	2		2
March	0	3		3
April	0	0		4
May	1	1		3
June	2	2		2
July	3	2		3
August	3	3		3
September	9	16		24
Annual Total	0.818181818	1.454545455		2.181818182
Annual Average				

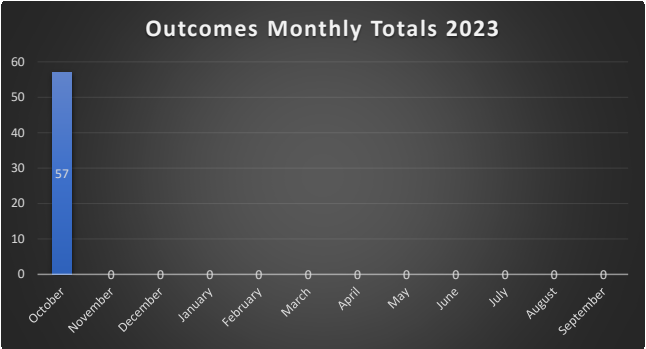
*Live Release = (Total intake - EU for space) / Total intake

Calls & Citations

ACO Statistics	Field Cases by Officer						Actions Taken by Officer		Citation Breakdown																
	Total Calls (PetPoint)	Total Calls (Field Call Logs)	H. Braymer	A. Timmons	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	Defecation on Public/Private Property	
October	34	34	18	8	8	34	0	38	0	20	0	0	17	0	0	0	0	0	0	0		1	0	0	
November						0																			
December						0																			
January						0																			
February						0																			
March						0																			
April						0																			
May						0																			
June						0																			
July						0																			
August						0																			
September						34																			
Annual Total	34		18	8	8			38	0	20	0	0	17	0	0	0	0	0	0	0	0	1	0	0	
Annual Average	34.00		18.00	8.00	8.00			38.00	0.00	20.00	0.00	0.00	17.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	1.00	0.00	0.00	
2022-2023 Prior Year																									
October	15		0	0	14	15	4	4	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0	
November	10		0	0	7	10	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	15	17	1	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	35	0	4	0	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	
June	22		0	0	22	22	3	4	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	0	
July	76		19	1	15	76	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
August	41		15	9	17	41	1	3	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	0	
September	60		22	14	24	350	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Annual Total	370		56	46	188			64	0	16	1	1	15	8	0	0	4	0	0	3	0	0	0	0	
Annual Average	30.83		4.67	3.83	15.67			5.33	0.00	1.33	0.08	0.08	1.25	0.67	0.00	0.00	0.33	0.00	0.00	0.25	0.00	0.00	0.00	0.00	

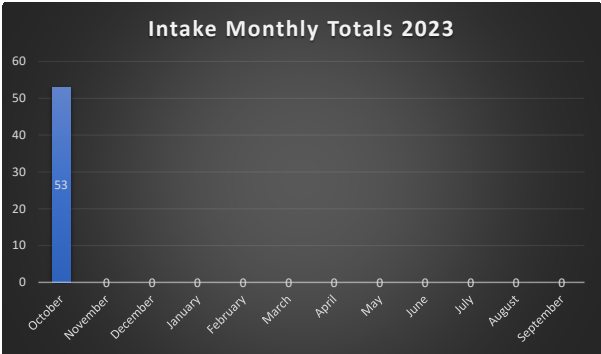
Outcome Statistics

	Outcome by Species						Outcome by Type									Offsite Adoption Events		Transfer Out (Rescue) by Species				Adoptions by Species				
2023-2024 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	57	33	24	0	0	0	57	36	0	4	3	14	0	0	57	1	1	1	0	0	1	0	24	12	0	36
November	0						0								0						0					0
December	0						0								0						0					0
January	0						0								0						0					0
February	0						0								0						0					0
March	0						0								0						0					0
April	0						0								0						0					0
May	0						0								0						0					0
June	0						0								0						0					0
July	0						0								0						0					0
August	0						0								0						0					0
September	0						0								0						0					0
Annual Total	57	33	24	0	0	0	57	36	0	4	3	14	0	0		1	1	1	0	0	1	0	24	12	0	36
Annual Average	5	33	24	0	0	0	57	36	0	4	3	14	0	0		1	1	1	0	0	0	0	24	12	0	3
2022-2023 Animal Outcome																										0
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	37	11	26	0	0	0	37	23	0	0	1	9	4	0	37	1	5	2	2	0	4	0	8	15	0	23
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	12	14	0	26
March	42	15	27	0	0	0	42	17	0	4	10	11	0	0	42	0	0	8	RTO in field is located on Officer		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			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	64	37	26	1	0	0	64	32	1	16	5	10	0	0	64	0	0	4	6	0	10	0	21	11	0	32
July	76	47	26	0	1	2	76	27	4	16	12	17	0	0	76	0	0	17	0	0	17	0	14	13	0	27
August	59	33	26	0	0	0	59	41	2	10	4	2	0	0	59	0	0	0	2	0	2	0	23	18	0	41
September	82	32	49	0	0	1	82	39	0	14	4	25	0	0	82	0	0	0	0	0	0	0	22	17	0	39
Annual Total	564	264	293	3	1	3	564	319	8	68	75	94	0	0		4	22	38	17	0	55	0	166	153	0	319
Annual Average	47	22	24	0	0	0	47	26.58333333	1	6	6	8	0	0		0	2	3	1	0	5	0	14	13	0	25



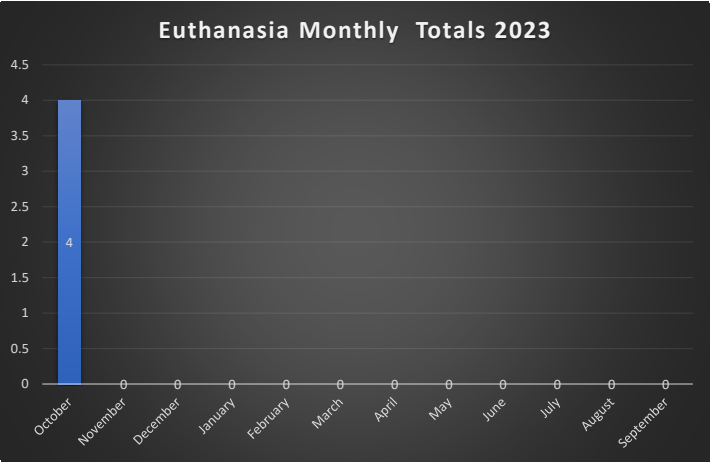
Intake Statistics

	Intake by Species										Intake by Type										Adoption Return by Species				
2023-2024 Animal Intake	Total Intake	Cat	Dog	Feral Cat	Other	Wildlife	Total Intake	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	53	29	24	0	0	0	53	0	1	5	31	0	10	4		14	0	2	2	0	2	71	2	4	6
November	0						0	0														0			0
December	0						0	0														0			0
January	0						0	0														0			0
February	0						0	0														0			0
March	0						0	0														0			0
April	0						0	0														0			0
May	0						0	0														0			0
June	0						0	0														0			0
July	0						0	0														0			0
August	0						0	0														0			0
September	0						0	0														0			0
Annual Total	53	29	24	0	0	0	53	0	1	5	31	0	10	4	0	14	0	2	2	0	2	71	2	4	6
Annual Average	53	29	24	0	0	0	4	0	1	5	31	0	10	4	#DIV/0!	14	0	2	2	0	2		2	4	6
2022-2023 Year Intake																									
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	90	54	35	1	0	0	90	0	7	4	35	0	37	4	0	0	3	0	0	0	0	90	2	2	4
July	63	32	28	0	1	2	63	0	2	0	22	0	30	6	0	0	0	0	0	2	1	63	0	0	0
August	52	32	20	0	0	0	52	0	8	3	22	6	12	0	1	0	0	0	0	0	0	52	2	1	3
September	84	36	47	0	0	1	84	0	23	2	35	0	15	8	0	0	0	0	0	1	0	84			2
Annual Total	584	278	299	3	1	3	584	0	78	22	230	6	169	47	1	14	4	0	9	3	4	587	7	14	21
Annual Average	48.66667	23	25	0	0	0	49	0	7	2	19	1	14	4	0	1	0	0	1	0	0		1	1	1.909091



Euthanasia Statistics

2023-2024 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	4	3	1	0	0	0	4	0		1	0	0	3	0	0	0	0	4
November	0						0											0
December	0						0											0
January	0						0											0
February	0						0											0
March	0						0											0
April	0						0											0
May	0						0											0
June	0						0											0
July	0						0											0
August	0						0											0
September	0						0											0
Annual Total	4	3	1	0	0	0	4	0		0	0	0	0	0	0	0	0	0
Annual Average	0.33333333	3	1	0	0	0	0	0		1	0	0	3	0	0	0	0	0
2022-2023 Euthanasia																		
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	1	0	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	16	10	4	2	0	0	16	0		6	0	2	2	6	0	0	0	16
July	16	13	1	0	1	1	16	0		0	0	0	1	2	0	11	0	16
August	10	6	3	1	0	0	10	0		3	0	1	0	2	0	4	0	10
September	14	6	7	0	0	1	14	0		0	4	1	4	4	0	1	0	14
Annual Total	69	40	23	3	1	2	69	0		15	4	4	10	14	0	18	0	67
Annual Average	5.75	3.3	1.9166667	0.25	0.08	0.1667	6	0		1	0	0	1	1	0	2	0	6



Revenue

2023-2024 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	\$ 1,435.00	\$ 1,180.00	\$ -	\$ 45.00	\$ -	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 85.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November	\$ -																		\$ -	\$ -	\$ -	\$ -
December	\$ -																		\$ -	\$ -	\$ -	\$ -
January	\$ -																		\$ -	\$ -	\$ -	\$ -
February	\$ -																		\$ -	\$ -	\$ -	\$ -
March	\$ -																		\$ -	\$ -	\$ -	\$ -
April	\$ -																		\$ -	\$ -	\$ -	\$ -
May	\$ -																		\$ -	\$ -	\$ -	\$ -
June	\$ -																		\$ -	\$ -	\$ -	\$ -
July	\$ -																		\$ -	\$ -	\$ -	\$ -
August	\$ -																		\$ -	\$ -	\$ -	\$ -
September	\$ -																		\$ -	\$ -	\$ -	\$ -
Annual Total	\$ 1,435.00	\$ 1,180.00	\$ -	\$ 45.00	\$ -	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 85.00	\$ -	\$ -	\$ 75.00		\$ -	\$ -	\$ -				
Annual Average	\$ 119.58	\$ 1,180.00	\$ -	\$ 45.00	\$ -	\$ 50.00	\$ -	\$ -	\$ -	\$ -	\$ 85.00	\$ -	\$ -	\$ 75.00		\$ -	\$ -	\$ -				
2022-2023 Revenue																						
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	\$ 1,790.00	\$ 235.00	\$ -	\$ -	\$ 316.00	\$ 75.00	\$ 500.00	\$ 225.00	\$ 319.00	\$ -	\$ -	\$ -	\$ -	\$ 120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July	\$ 1,439.00	\$ 365.50	\$ -	\$ -	\$ 265.00	\$ 110.00	\$ 250.00	\$ 160.00	\$ 258.50	\$ -	\$ 30.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August	\$ 1,198.00	\$ 100.00	\$ -	\$ -	\$ 218.00	\$ -	\$ 250.00	\$ 65.00	\$ 175.00	\$ -	\$ 315.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September	\$ 1,285.00	\$ 470.00	\$ -	\$ 25.00	\$ 345.00	\$ 25.00	\$ -	\$ 90.00	\$ 330.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Total	\$ 16,931.50	\$ 4,300.50	\$ -	\$ 140.00	\$ 3,914.00	\$ 530.00	\$ 1,200.00	\$ 1,350.00	\$ 3,792.50	\$ -	\$ 1,337.00	\$ -	\$ -	\$ 327.50		\$ 40.00	\$ -	\$ -				
Annual Average	\$ 1,410.96	\$ 358.38	\$ -	\$ 11.67	\$ 326.17	\$ 44.17	\$ 100.00	\$ 112.50	\$ 316.04	\$ -	\$ 111.42	\$ -	\$ -	\$ 27.29		\$ 3.33	\$ -	\$ -				

Building Inspection Report

OCTOBER	2023	2022	YTD 2023	YTD 2022
Building	95	102	604	691
Electrical	62	57	408	438
Plumbing	67	63	523	365
Mechanical	31	27	168	147
Re-Inspections	10	35	245	293
Certificate of Occupancy	1	2	13	24
Certificate of Occupancy Re-Inspection	0	2	12	9
<i>Total # of Inspections</i>	266	288	1973	1967
Plan Review	13	12	214	147

Building Permit Report

OCTOBER	2023	2022	YTD 2023	YTD 2022
Building	27	21	337	251
Electrical	14	30	177	190
Plumbing	19	10	178	142
Mechanical	12	4	135	78
Permanent Sign	1	1	7	14
Temporary Sign	1	0	16	15
Certificate of Occupancy	1	0	3	22
Swimming Pool	0	2	3	18
Sprinkler System	7	1	90	54
Solicitor	0	1	13	3
Contractor Registration	29	16	271	208
MHP Registration	0	0	3	1
Total # of Permits	111	86	1243	996

New Businesses Report October 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 Street
Crossroads Fellowship	311 Veatch Street
New CO Issued for existing Business (New Owner, New Location, Name change,etc)	Address

City Secretary's Office
October 2023 Monthly Report

Item 7.

AGENDA PROCESSING

The City Secretary's Office is responsible for preparing agendas and postings for all City Council Regular and Special Meetings, as well as for city boards, commissions, and corporations. The total number of agendas processed for the month of September:

Animal Control Advisory Board	1 Agenda Packet
Heritage Preservation Committee	0 Agenda Packet
Planning & Zoning Commission	0 Agenda Packet
Tax Increment Financing Board	0 Agenda Packet
Type A Economic Development Corporation	1 Agenda Packet
Type B Economic Development Corporation	0 Agenda Packet
Zoning Board of Adjustment	0 Agenda Packet
City Council	1 Agenda Packet

MINUTES

The City Secretary is responsible for attending all City Council Regular and Special Meetings, as well as all city boards, commissions, and corporations.

<u>October Meetings Attended</u>	<u>Minutes prepared</u>	<u>Minutes Approved</u>
3 meetings	3 sets	2 sets

RESOLUTIONS & ORDINANCES

The City Secretary's Office is responsible for the security of all official City records including Resolutions and Ordinances. Additionally, it is the City Secretary's responsibility to ensure those Resolutions and Ordinances are executed, certified, and published, when appropriate. It is also the responsibility of the City Secretary to ensure all City Council Ordinances presented to Council have been certified and made available for review by the public. The City Secretary must coordinate with the local adjudicated newspaper to publish Ordinance summaries when legally required.

<u>October Resolutions</u>	<u>October Ordinances</u>
Total- 2	Total- 0

CONTRACTS AND AGREEMENTS PROCESSED:

The City Secretary works closely with the City Council and is responsible for processing follow-up documentation. Management of these documents include contracts and agreements, and it is the responsibility of the City Secretary to obtain signatures, distribute originals, log, scan, and file.

October Agreements/Contracts

5 new agreements

LEGAL

The City Secretary works directly with the City Attorney, Bond Attorney, Texas Attorney General's Office, Texas Secretary of State, Texas Ethics Commission, etc.

COMMITTEES/COMMISSIONS/CORPORATIONS

Item 7.

The City Secretary's Office is responsible for maintaining Appointed Committee/Commission/Corporations Rosters and ensuring that all information is current and up to date for each. Listed below are the number of current Appointed City Committees/Commissions/Corporations, including the number of alternates and vacancies that may exist.

Animal Control Advisory Board	5 Members
Heritage Preservation Committee	5 Members
Planning & Zoning Commission	9 Members
Tax Increment Financing Board	5 Members
Type A Economic Development Corporation	9 Members
Type B Economic Development Corporation	9 Members
Zoning Board of Adjustment	7 Members
Library	4 Members

Total of current members: 53

Total of vacancies: 1

ELECTION

City elections are administered by the city secretary, which includes preparation and publication of all official notices and orders, preparation for election officials and polling places, and the receipt and filing of all candidate forms and reports. The city secretary also serves as the early voting Secretary. The City Secretary is in preparation for the May 2024 Election. Documentation and postings begin in December for the office. **Update: The City Secretary is in preparation of the possibility of one general election and two special elections for May 2024.**

RECORDS MANAGEMENT

The City Secretary's Office maintains the official records of the city including ordinances, resolutions, contracts, deeds, easements, and other legal documents. Also responsible for the city's records management program (all departments).

October

Over 7000 pages uploaded into Laserfiche.

PUBLIC INFORMATION REQUEST

The City Secretary's Office received twenty-six (26) requests for Copies of Public Records for the month of October 2023. Out of the 26 request, the City Secretary requested three (3) determination from the Texas Attorney General's Office. The letters was uploaded electronically through their database.

Requested Date	Requestor	Documents	Date Released	AG Letter	Cost	Notes
10/2/2023	LexisNexis	Accident Report	10/2/2023	No		0 No Document Found
10/2/2023	LexisNexis	Accident Report	10/2/2023	No		0 No Document Found
10/2/2023	Linda Nichols	Accident Report	10/2/2023	No		6 Copy Released in Person
10/2/2023	Chris Parrott	Permitting Report	10/2/2023	No		0 Report Emailed
10/2/2023	LexisNexis	Police Report	10/3/2023	No		3.5 Mail Report
10/2/2023	Joyce DeMorest	Permitting Report	10/3/2023	No		0 Report Emailed
10/2/2023	Danica Butler	Police Report	10/3/2023	No		0 Report Emailed
10/3/2023	Marty Duchanoy	Police Report	10/3/2023	No		0 Report Emailed
10/6/2023	Chloe Young	Police Report	10/11/2023	No		0 No Document Found
10/10/2023	Amanda Caywood	Police Report		Yes		AG Letter Sent 10/12/23
10/12/2023	Raul Garcia Arellano	Police Report	10/16/2023	No		0 Copy Released in Person
10/12/2023	LexisNexis	Accident Report	10/12/2023	No		0 No Document Found
10/12/2023	LexisNexis	EMS Report	10/13/2023	No		0 No Document Found
10/16/2023	LexisNexis	Accident Report	10/16/2023	No		0 No Document Found
10/16/2023	Josephine Narvais	Police Report	10/16/2023	No		0 No Document Found
10/17/2023	Abigail Caywood	Police Report		Yes		0 AG Letter Sent 10/18/23
10/23/2023	LexisNexis	Accident Report	10/23/2023	No		0 No Document Found
10/23/2023	Christina Wilson-Padilla	Police Report	10/31/2023	No		0 No Document Found
10/24/2023	Metropolitan Reporting Bureau	Fire Report	10/24/2023	No		0 No Document Found
10/25/2023	William Porterfield	Police Report		Yes		0 AG Letter Sent 11/6/23
10/26/2023	Janine Rugas	Development Serv	10/30/2023	No		0 Report Emailed
10/27/2023	Dashel Robert	HR Salary Report	10/27/2023	No		0 Report Emailed
10/27/2023	Kevin Bandy	Police/EMS Report	11/7/2023	No		0 Report Emailed
10/27/2023	Chris Parrott	Development Serv	10/30/2023	No		0 Report Emailed
10/30/2023	Jetlyn Toledo	Development Serv	10/30/2023	No		0 No Document Found
10/30/2023	Roy D Olson	Accident Report	11/7/2023	No		0 Report Emailed

Item 7.

LIENS

The City Secretary's Office is responsible for the preparation, filing, and releasing of all City Liens.

October

15 Active Liens Update: The City Secretary filed one new lien electronically with Johnson County Clerk's Office.

TEXAS ALCOHOLIC BEVERAGE COMMISSION

The Office of the City Secretary processes local alcohol applications and permits to ensure compliance with all local ordinances and regulations.

October

17 Active licenses in the City

The City Secretary is in process of sending out invoices for the 2024 alcohol permits.

CUSTOMER SERVICE TO THE CITIZENS

The City Secretary's Office staff strives to provide timely and responsible customer service to the citizens of Joshua.

FEDERAL AND STATE REPORTS

Item 7.

The City Secretary's Office is responsible for filing monthly and annual reports on behalf of the City.

The following reports were filed in October

- Census
- Eminent Domain

ADDITIONAL RESPONSIBILITIES:

Other responsibilities include posting of all legal notices and administering the oath of office to city officials and board members. This office also provides administrative support for the Mayor, City Council, City Manager, citizens, and other staff as needed. In addition, responsible for the City social media page, website, Christmas party and outdoor decorations at city hall.

The City Secretary attended the following seminars/training sessions/meetings:

- North Texas Municipal Clerks Association- October 12, 2023
- Texas Municipal Clerks Association Seminar-October 25th, 26th, and 27th, 2023

