



**CITY COUNCIL MEETING PUBLIC HEARING/REGULAR SESSION  
Tuesday, December 12, 2023, 6:00 PM**

**MPR EVENT CENTER – 60 MORGAN’S POINT BLVD**

**To View the meeting go to: [www.MorgansPointResortTX.com/YouTube](http://www.MorgansPointResortTX.com/YouTube)**

**1. Call to Order, Invocation, & Pledge of Allegiance**

**2. Announcement and Citizen Comments**

*This is an opportunity for members of the public to suggest the addition of topics for the discussion, or to address topics of interest, with the presentation limited to three (3) minutes. All speakers will conduct themselves in an orderly and lawful manner. All speakers will be recognized prior to speaking and will announce their name and address to be included in the minutes. State law prohibits the Mayor and Members of the City Council from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law.*

a. Club and Organization Reports

**3. Consent Agenda**

*All items under this heading are considered to be routine and may be enacted by one motion, unless the Mayor or a Councilmember requests that an item be removed for separate discussion.*

*Any item removed from the Consent Agenda will be considered immediately following the motion to approve the Consent Agenda.*

[b.](#) Approval of Minutes - November 14, 2023 Minutes

**4. Committee Reports**

[a.](#) Library Board Report

[b.](#) Planning and Zoning Committee Report

c. Parks and Recreation Committee Report

[d.](#) EDC Report

e. MPR COPS Report

**5. Department Reports**

[a.](#) Maintenance Department Report

[b.](#) Communications & Marketing Department

- [c.](#) Fire Department Report
- [d.](#) Finance Department Report
- [e.](#) Marina Department Report
- [f.](#) Water Department Report
- [g.](#) Code Enforcement Report
- [h.](#) Police Department Report

**6. Presentations**

- a. CTCOG Presentation on Possible Recruiting for City Manager

**7. Public Hearing Agenda**

- [a.](#) Public Hearing for Variance for Extended Porch at 4 N Archer, MPR Tx 76513
- [b.](#) Discuss and Consider - Variance for Extended Porch at 4 N Archer, MPR Tx 76513
- [c.](#) Public Hearing for Variance for Accessory Building placement at 15 Beachcomber Dr, MPR Tx 76513, property adjacent to homestead located at 2800 Morgan's Point Rd, MPR Tx 76513
- [d.](#) Discuss and Consider - Variance for Accessory Building placement at 15 Beachcomber Dr, MPR Tx 76513, property adjacent to homestead located at 2800 Morgan's Point Rd, MPR Tx 76513

**8. Regular Agenda**

- [a.](#) Discuss and Consider - Resolution 2023.24 Appoint 7 Members for Parks & Recs Committee
- [b.](#) Discuss and Consider - RFQ Roadway Study
- [c.](#) Discuss and Consider - Position Status and future of position, Communications and Marketing Manager
- [d.](#) Discuss and Consider - Implementation of Staggered Terms
- [e.](#) Discuss and Consider - The Repeal of Ordinance Article 8.02 - Minors in accordance with HB 1819, enacted following the 88th Legislative Session
- f. Discuss and Consider - City Manager Vacancy and Recruitment Process

**9. City Manager's Updates**

- a. Project Updates
  - Cave opening
  - Inspections by Corps of Engineers
  - Generator Grant Status from FEMA/TDEM
  - FM 2483 Sidewalk Project



b. Audit Updates

10. **Items for Future Agendas**

11. **City Council Comments**

12. **Executive Session**

*The City Council reserves the right to adjourn, to discuss any items in executive (closed) session whenever permitted by the Texas Open Meetings Act.*

a. City Council will convene into Executive Session relating to Texas Local Gov't Code 551.074 Personnel Matters as it relates to the City Secretary.

13. **Discussion of and possible action resulting from Executive Session.**

14. **Adjournment**

*All items on the agenda are for discussion and/or action. The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).*

I certify that a copy of the \_12-12-2023\_ agenda of items to be considered by the Morgan's Point Resort was posted and could be seen on the City Hall bulletin board and Morgan's Point Resort website on the \_12-8-2023\_ at 4:00PM and remained posted continuously for at least 72 hours succeeding the scheduled time of the meeting. The meeting facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at 254-742-3206 for further information.

Camille Bowser, City Secretary



**CITY COUNCIL MEETING REGULAR SESSION – MINUTES INCL. 3 ATTACHMENTS  
Tuesday, November 14, 2023, 6:00 PM**

**MPR EVENT CENTER – 60 MORGAN’S POINT BLVD**

**To View the meeting go to: [www.MorgansPointResortTX.com/YouTube](http://www.MorgansPointResortTX.com/YouTube)**

**1. Call to Order, Invocation, & Pledge of Allegiance**

Mayor, Dennis Green, called meeting to order at 6:00 PM

PRESENT

Dennis Green  
Dorothy Allyn  
Jimbo Snyder  
Pat Clune  
Roxanne Stryker  
Stephen Bishop

**2. Announcement and Citizen Comments**

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*(Video 2:45)*

Boy Scouts representative gave a brief update on projects on which they have been working on along with information virtual bake sale.

*(Video 5:50)*

Wendy Croft, 18 Beachcomber, MPR -

Expressed her concerns with residents not following City Ordinances and city officials not enforcing them equally to all residents who are in violation.  
Made complaint about a MPR police officer.

Denise Seibert, 114 Great West Lp, MPR -

Congratulated the city on receiving the Pathways grant.  
Suggested the traffic circle or improved four-way gets completed quickly so sidewalks do not have to be re-paved. It will also improve the traffic safety at the “4 corners”.

Larry Hartman, 112 Great West Lp, MPR -

Had a question about the razor wire, which used to be on the fence where the new water tank is, being replaced on the new fence. Jesse Measles, Utility Director, stated that according to TCEQ rules because the fence is 8 feet in height, razor wire is not required.

He also thanked the five members of the City Council for the pace they are going when it comes to making high level decisions.

Jimanne Durkee, 54 S Cliffwood Cr, MPR -

Commented on the success of the art show and thanked the City Council, volunteers, and donors. Gave a special thanks to Pam Robinson, Library Chairperson, and the artists for their hard work and great turn out at the Art Show.

a. Club and Organization Reports

N/A

### **3. Consent Agenda**

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a. Discuss and Consider - Approval of October 10 Regular Session Minutes

b. Discuss and Consider - Approval of October 17 Special Session Minutes

*(Video 14:10)*

Motion made to discuss items on the Consent Agenda

Motion made by Allyn, Seconded by Clune.

Council Member Allyn thanked our City Secretary, Camille Bowser, for expediting our ability to review minutes. Also, would like the agendas and minutes headings to include the word "Agenda" on the agenda and "Minutes" on the minutes.

Motion to accept Consent Agenda items with revisions

Motion made by Allyn, Seconded by Bishop.

Voting Yea: Snyder, Clune, Stryker

Passed

### **4. Committee Reports**

a. Library Board Report

*(Video 16:05)*

Pam Robinson, Mary Ruth Briggs Library Chairperson -

Reminded everyone about the next Elder Explorers date: Thursday, November 30th.  
Donations will also be accepted for COPS Silver Santa Stockings

Item b.

Mayor Green thanked Pam for her leadership and success of our Art Show.

b. Planning and Zoning Committee Report

*(Video 16:49)*

Rebecca Cooley, P & Z Chairperson -  
Gave summary of October 24th P & Z meeting.  
Date for next P & Z meeting: December 5th

c. Parks and Recreation Committee Report

Committee not yet formed

d. Ladies Auxiliary

See Packet

e. EDC Report

See Packet

f. COPS Report

N/A

**5. Department Reports**

a. Maintenance Department Report

See Packet

b. Communication & Marketing Department Report

See Packet

c. Fire Department Report

*(Video 18:18)*

Council Member Allyn congratulated Chief Taran Vaszocz on record fast response time within MPR city limits and praised the department's teamwork managing the fire at 2483 and 317

Chief Vaszocz went into further details in reference to the 2483/317 fire.

Vaszocz also gave a reminder about the dangers of wildfires and the despite recent rains we are still under a wildfire threat.

Advised that the City of MPR has been designated a "Firewise Community"; there will be information about Firewise in next month's packet.

The fire department also received another wildfire grant for \$12000 to \$13000.

Lady Auxiliary is having a bake sale, November 18th.

d. Finance Department Report

See Attachment

- e. Marina Department Report

See Packet

- f. Water Department Report

*(Video 20:40)*

Jesse Measles, Utility Director - Summary was given about the water main leak repair.

Mayor Dennis Green thanked the department for their hard work.

- g. Code Enforcement Report

See Packet

- h. Police Department Report

See Packet

## **6. Regular Agenda**

- a. Discuss and Consider - Contract Extension with CTCOG for Interim City Management Services

*(Video 22:25)*

Interim City Manager Nelson provided an update to the council

Motion made to approve extension with CTCOG for Interim City Manager Services to January 15, 2024, with a caveat that we might need a second extension.

Motion made by Allyn, Seconded by Bishop.

Voting Yea: Snyder, Clune, Stryker

Passed

- b. Discuss and Consider - City Manager Vacancy and Search Process

*(Video 24:50)*

Motion to Discuss –

Motion made by Stryker, Seconded by Snyder

Voting Yea: Clune, Bishop, Allyn

Passed

Discussion included options to contract with external recruiting firms, including CTCOG, for City Manager candidates and a tentative timeframe for this process. Logistically, we will finalize our 23-24 Priorities and Goals, review and update our City Manager position description and research external firms.

Motion made to have CTCOG provide a presentation at the December 12th council meeting on what recruiting services they may be able to provide

Motion made by Stryker, Seconded by Allyn.  
 Voting Yea: Snyder, Clune, Bishop  
 Passed

c. Discuss and Consider - Implementing Staggered Terms

*(Video 33:05)*

Motion to Discuss and Consider

Motion made by Allyn, Seconded by Stryker

Voting Yea: Snyder, Clune, Bishop

Passed

Interim City Manager Nelson provided an update to the council on communications that are ongoing as well as information received from Neale Potts, City Attorney and TML Staff Counsel.

Nelson is recommending Council not implement staggered terms at this time as an off year election in May, 2024 would be required and as a part-time Interim City Manager does not have the capacity to do this effectively.

Motion to table staggered terms discussion and action until additional information is obtained

Motion made by Stryker, Seconded by Allyn.

Voting Yea: Snyder, Clune, Bishop

Passed

d. Discuss and Consider - Assembling Parks & Recs Committee

*(Video 37:00)*

Motion to Discuss and Consider

Motion made by Bishop, Seconded by Snyder

Voting Yea: Allyn, Clune, Stryker

We have 15 applications for 7 positions. These applications will be sent to Council by Nelson this week to allow time for review before consideration.

Motion to postpone the selection of the committee members until our December 12th Council meeting

Motion made by Allyn, Seconded by Stryker.

Voting Yea: Bishop, Clune, Snyder

Passed

c. Discuss and Consider - Setting a Date for a Joint Workshop between P&Z and City Council

*(Video 38:30)*

Interim City Manager Nelson provided additional information on the need for the joint workshop and agreed to provide A&M Planning Association information to both council and P&Z.

Motion to have the Joint Planning and Zoning and City Council Workshop to discuss and set priorities for the Planning and Zoning Commission following the January Planning and Zoning Commission on January 23, 2024.

Motion made by Snyder, Seconded by Clune.  
Voting Yea: Allyn, Stryker, Bishop  
Passed

- f. Discuss and Consider - Changing the name of Camp Kachina Road

*(Video 43:37)*

Interim City Manager Nelson provided information on the request received from Camp Kachina to change the road name. There are 8 addresses involved, 7 of which are vacant lots. Costs to our city are minimal and CTCOG will handle change implications and communications.

Motion made to change the road name of Camp Kachina Road to Morgan’s Point Road in the city limits.

Motion made by Snyder, Seconded by Stryker.  
Voting Yea: Allyn, Clune, Bishop  
Passed

- g. Discuss and Consider - Change Order Requests for Water Storage Tank/Pump Station Project

*(Video 46:46)*

Motion to Discuss and Consider

Motion made by Stryker, Seconded by Allyn.  
Voting Yea: Snyder, Clune, Bishop

Passed

This \$4 million project was approved without a contingency, so all changes need Council approval. In the future, all major projects should be evaluated for the need for a contingency. These change orders are required for TECO compliance, access, and safety. Clarification was requested and received on the \$100,000 cash and allowance which has already been identified to be for Electrical Service Allowance - \$20,000 and Scada Allowance - \$80,000.

Motion made to approve change order requests

Motion made by Allyn, Seconded by Snyder  
Voting Yea: Stryker, Bishop, Clune

Passed

- h. Discuss and Consider - Filling position as Small and Rural Technical Advisory Committee Representative

*(Video 49:11)*

Interim City Manager Nelson provided information to the council on the request.

Motion made to ratify action taken to recommend Councilmember Snyder to the KTMPO Policy Board for Consideration. Item b.

Motion made by Allyn, Seconded by Stryker.  
Voting Yea: Snyder, Clune, Bishop  
Passed

**7. City Manager's Updates**

- a. Project Updates

*(Video 51:45)*

See Attachment

Interim City Manager Nelson provided updates on the lease with the USACE; Annual inspections at the parks and Marina by the USACE, the status of construction and mitigation at the cave found during construction at the Cliff of Lake Belton Phase II, the City Evacuation Plan efforts, and provided a reminder to council members on personnel policy 2.13.05 regarding council to staff communications.

- b. Audit Updates

*(Video 56:48)*

See Attachment

Interim City Manager Nelson and Chief Financial Officer Erskine provided an update on the status of the FY21, 22, and 23 audits as well as an updated timeline for expected audit reports.

**Items for Future Agendas**

*(Video 1:13:11)*

City's preparation for the April 1, 2024, eclipse. Interim City Manager Nelson will reach out to Chief Schuetze to create a presentation in reference to the eclipse of April 2024 at the January or February 2024 meeting.

**8. City Council Comments**

*(Video 1:14:25)*

**9. Executive Session**

*The City Council reserves the right to adjourn, to discuss any items in executive (closed) session whenever permitted by the Texas Open Meetings Act.*

N/A

**10. Discussion of and possible action resulting from Executive Session**

N/A

**11. Adjournment**

*All items on the agenda are for discussion and/or action. The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as*



*authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).*

*(Video 1:17:52)*

Motion to Adjourn

Motion made by Snyder, Seconded by Clune.

Voting Yea: Allyn, Stryker, Bishop

Passed

**Meeting adjourned at 7:18 PM**

I certify that a copy of the 11/14/2023 agenda of items to be considered by the Morgan’s Point Resort was posted and could be seen on the City Hall bulletin board and Morgan's Point Resort website on the 11/9/2023 at 4:00PM and remained posted continuously for at least 72 hours succeeding the scheduled time of the meeting. The meeting facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary’s office at 254-742-3206 for further information.

\_\_\_\_\_  
Dennis Green, Mayor  
City of Morgan’s Point Resort, TX

ATTEST:

\_\_\_\_\_  
Camille Bowser, City Secretary  
City of Morgan’s Point Resort, TX

## INTEROFFICE MEMORANDUM

**TO:** CITY OF MORGANS POINT RESORT MAYOR AND COUNCIL

**FROM:** URYAN NELSON – INTERIM CITY MANAGER

**SUBJECT:** UPDATE

**DATE:** 11/14/2023

**CC:** FILE

This memo acts as a high-level summary for your informational purposes. If you desire greater detail than is offered here, do not hesitate to contact me or set up a meeting.

**Personnel:**

Things continue to work well with staff, and they continue to accomplish their daily tasks.

**Fiscal Issues:**

I have received an update on the financial audits and will provide greater detail of this in an issue paper to the council.

We are still waiting for a determination on the Hazard Mitigation Grant award for the generators that were purchased.

The lease with the Corps of Engineers has been signed and returned. Upon receipt they notified me that they are going to remove part of Condition 32.c. stating that the City will provide USACE with a slip at no cost. The contract officer believes the lake will go ahead and pay the slip rental fee as they have been.

**Miscellaneous Issues:**

Required inspections with USACE and the city for Kleypas and Oakmont Parks are being conducted on the 14<sup>th</sup> and 15<sup>th</sup>. Once these inspection reports are complete this information will be shared.

Work is still stopped where the cave opening was discovered during construction at the Cliffs of Lake Belton Phase II. Our engineer has been in contact with the project engineer and developer and has been notified that this cave formation in this part of the state will not need any regulatory oversight; this is strictly an engineering issue. The developer is currently in the process of executing a contract with a geophysicist to do a microsurvey scan of the area to do some investigations. Additionally, they are bringing a biologist on board to ensure that there are no endangered species in the cave. They have concurred with our assessment to issue the stop work order in the vicinity of the cave while they perform these investigations. Prior to MPR issuing a continuation of work, they will need to provide us with a copy of the mitigation plan, geophysicist microsurvey report, and environmental report for the City's review and approval. The in-ground survey of the area around the "feature" is scheduled to begin Monday and wrap up on Tuesday of next week. We estimate receiving additional information on this after the Thanksgiving holiday.

A request was sent to Chiefs Schuetze and Vaszocz to start looking into what was needed for the city to develop an evacuation plan. Chief Vaszocz has sent some documents relating to FEMA guidance for these plans as well as

some potential next steps, I am currently reviewing this information and will meet with the Chiefs Schuetze and Vaszocz in the coming weeks to start moving forward on this.

**Moving Forward:**

As a reminder; city policies prohibit the communications of the Council with staff for work purposes; I have included the specific policy for your reference below. If you have specific needs, or questions as they relate to work staff are doing, please share this information with me and I will communicate this with the appropriate staff and follow up with you. By routing your communications through the city managers office this will ensure that city management are aware of the request as well ensure that we are following the city policy as it pertains to communication.

2.13.05 Council to Staff. Except for the purpose of inquiries and investigations the council or its members shall deal with City officers and employees who are subject to the direction and supervision of the City Manager solely through the Manager. Neither the council nor any of its members shall give work instructions or orders to any City officer or employee, either publicly or privately, unless specifically authorized.

## INTEROFFICE MEMORANDUM

**TO:** CITY OF MORGANS POINT RESORT MAYOR AND COUNCIL

**FROM:** URYAN NELSON – INTERIM CITY MANAGER

**SUBJECT:** AUDIT UPDATE

**DATE:** 11/14/2023

**CC:** FILE

As I understand the FY21, 22, and 23 audits are a priority to the council and the citizens of Morgan's Point Resort, I am providing this issue paper on the audits as a reference to the events that led to the delays in the auditing reports being issued. This paper will demonstrate what actions have occurred up to today's date as well as an updated audit report issuance timeline.

On January 10, 2023, an engagement letter was executed between the city and Brooks Watson to perform the audits and provide the audit reports for fiscal years 21 and 22 prior to September 30, 2023. Since that time, there have been additional changes in the process that was being used and additional documentation has been required to get an accurate depiction of a starting balance for the audits.

At the February 14, 2023, council meeting a budget amendment was approved for the city to transition from Incode to Fundview for auditing purposes. Following this amendment, it took until April 15, 2023, for the Fundview software to be live and the conversion to be realized. Following the conversion, an engagement letter was executed with Peacock Consulting to complete the bank record/ transaction reconciliation of FY20 funds to use as a starting balance for the FY21 and 22 audits, and on August 11, 2023, the required bank records were reconciled through September 30, 2020.

Following the receipt of the reconciled records, Brooks Watson began the audit process of the beginning balances for FY2020 and FY 2021. Since they started the process there have been a number of conversations between Cary and Brooks Watson in regard to transactions and journal entry corrections for funds that were not entered and tracked in the Incode system appropriately which has directly had a negative impact on the timing of the audit completion and pushed the estimated timeframe for completion to December 2023.

Cary and I spoke with the audit firm in detail on November 13, 2023 to get an accurate estimate of the current timeline for delivery of the audit reports for fiscal years 21, 22, and 23. During the call we were advised that due to the need to correct some of the entries that were made in the software incorrectly, the new timeline for an audit report for FY21 was going to be prior to the end of December. We also discussed the revised timeline for starting the FY22 audits, which the audit firm anticipated would begin sometime in April. The reason for this delay in the schedule is due to other municipalities already having contracts in place to perform their regularly scheduled audits between year end and March. After some additional conversation, it was determined that the audit firm would try to roll from FY21 directly into FY22, but depending on schedules, and availability of their staff, due to other commitments this may not be doable, and they may not be able to begin with certain aspects of the audit until sometime in February, with an audit report being issued sometime in the second quarter of Calendar Year 2024.

Additionally, prior to the start of the FY23 audits the council will need to take action to authorize the city to enter an agreement with Fundview to convert all records for the FY23 audit from Incode to the Fundview system. At this time, it is estimated that the FY23 audit report will be made in the 3<sup>rd</sup> quarter of Calendar Year 2024.

City staff and I are committed to ensuring these audit reports are delivered to the council as early as possible.

Please feel free to reach out to me with any questions or the need for any clarification.

### Bank and Investment Account Balances – City of Morgan’s Point Resort October 2023

ACCOUNTS	BEGINNING OF MONTH BALANCE	END OF MONTH BALANCE	INTEREST RATE	INTEREST EARNED THIS MONTH
Operating Account	\$257,415.15	\$132,622.38	5.66%	\$1,141.87
Sweep Account	\$4,690,006.09	\$4,567,675.74	5.66%	\$23,110.05
Open Edge (over counter)	\$4,234.86	\$2,057.64	0.30%	\$2.13
Open Edge (online)	\$2,423.59	\$2,932.79	0.30%	\$5.03
Sum of Cash Accounts	\$4,954,079.69	\$4,705,288.55		\$24,259.08
Tex Pool Prime	\$197,834.15	\$198,772.81	5.60%	\$938.66
Sum of Available Cash and Investments	\$5,151,913.84	\$4,904,061.36		\$25,197.74
Tex Pool Interest & Sinking - Restricted	\$21,089.97	\$21,185.96	5.37%	\$95.99

The open edge accounts have funds transferred to the operating account around the last day of the month.  
No transfer of funds between the operating and sweep account will occur unless needed to maintain a minimum balance.

As always, please call me or come by to visit if you have any questions about anything related to the City’s finances.

V:\-Old Finance\Cary\Cash\[2024 Cash Balances - Provided to Council.xlsx]Oct 24

### Cash Balances Year over Year – City of Morgan’s Point Resort October 2023

<b>Sum of Available Cash and Investments as of October 31, 2023</b>	<b>\$4,904,061.36</b>
<b>*Remaining Restricted Fund Balance per 9/30/2018 Audit</b>	<b>\$0.00</b>
<b>Less: Remaining Balance per Capital Projects</b>	<b>(\$1,289,828.25)</b>
<b>Less: Funds to Pay for Completion of Audits in FYE 2024 for FYE 2021 - 2023</b>	<b>(\$110,000.00)</b>
<b>**Less: Restricted Use Funds (i.e. court revenue, child safety fee, road maint. sales tax)</b>	<b>(\$205,261.00)</b>
<b>Unrestricted Cash on Hand as of October 31, 2023</b>	<b>\$3,298,972.11</b>

V:\-Old Finance\Cary\Cash\[2024 Cash Balances - Provided to Council.xlsx]Rev over Expenses

3,678,319.00 Ground Storage Tank at EST #2 Contract Price  
 19,909.91 Approved Change Orders  
 (\$459,691.99) Draw 1 Paid on 2/3/2023  
 (\$404,155.65) Draw 2 Paid on 3/2/2023  
 (\$380,088.06) Draw 3 Paid on 4/12/2023  
 (\$271,176.55) Draw 4 Paid on 5/16/2023  
 (\$317,031.77) Draw 5 Paid on 6/15/2023  
 (\$207,921.04) Draw 6 Paid on 7/15/2023  
 (\$411,085.90) Draw 7 Paid on 8/8/2023  
 (\$71,956.80) Draw 8 Paid on 9/20/2023  
 (\$45,440.40) Draw 9 Paid on 10/xx/2023  


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 1,129,680.75 Remaining Balance

Vendor Jm Pipeline

Approved on November 15, 2022  
Resolution 2022-28

Change Orders:

1). Approved on June 22, 2023  
Resolution 2023-15 for \$19,909.91

232,469.00 Generator at EST 1 Contract Price  
 (\$5,400.00) Draw 1 Paid on 8/31/2022  
 (\$62,550.00) Draw 2 Paid on 10/3/2022  
 (\$2,250.00) Draw 3 Paid on 10/25/2022  
 (\$1,800.00) Draw 4 Paid on 11/22/2022  
 (\$128,222.10) Draw 5 Paid on 9/18/2023  
 (\$22,246.90) Draw 6 Paid on 9/22/2023  


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 10,000.00 Remaining Balance - Not expected to have to pay

Vendor C.F. McDonald

Approved on July 12, 2022  
Resolution 2022-15

257,950.00 Generator at EST 2 Contract Price  
 (\$97,802.50) Draw 1 Paid on 9/20/2023  
 \$0.00 Draw 2 Paid on 10/xx/2023  
 \$0.00 Draw 3 Paid on 11/xx/2023  


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 160,147.50 Remaining Balance

Vendor T Morales

Approved on March 14, 2023  
Resolution 2023-05

1,289,828.25 Remaining Balance on Capital Projects

V:\-Old Finance\Cary\Cash\[2024 Cash Balances - Provided to Council.xlsx]CIP



## Mary Ruth Briggs Library Monthly Report December 6, 2023

7781 books are in the library catalog on December 6, 2023 with 21 added books during the month of November. The value of these books is \$94,047.92.

315 members on December 6, 2023 with 1 added member during November. Library memberships are one card per family, not one per person.

513.35 volunteer hours year to date December 6, 2023 with 67.90 volunteer hours during the month of November 2023.

Volunteer Day on November 15th was held with 8 volunteers who researched donated books, jacketed books, entered books, shelved and put the library in good working order. 6 volunteers assisted with the Art Show on November 11th with multiple volunteers working to set up the Art Show and tearing down.

Thank you to our Library volunteers who assist us in keeping the Library organized and in good order for our citizens. We couldn't do it without you! We currently have 30 volunteers and are in need of additional people. If you would like to become a library volunteer, we meet on the 3rd Wednesday of each month in the library from 1:00 PM to 3:00 PM. *Volunteer Day will not be held in December so that members may enjoy the Holidays with family. Various volunteers will be checking the Library during that time to make sure the Library is in good order.*

Elder Explorers @The Point was held on Thursday, November 30th at the Event Center 9AM-noon. Donations for the COPS Silver Santa were brought to the meeting in lieu of exchanging gifts with members. We learned how to play Chicken Foot (domino game), enjoyed zucchini bread and laughed a lot. No meeting in December.

The 5th Annual Mary Ruth Briggs Library Show was held on Saturday, November 11th from 6-9 PM at the Event Center. We had a large crowd with free wine and excellent food catered by Lou Guillaud. Cash prizes and ribbons were given to groups 16 and under and 17 and over (adult). These were judged by 2 independent artists prior to the show beginning. A prize for Best in Show was decided by peoples choice and was also awarded a ribbon and a cash prize. Many beautiful pieces were displayed and at least 5 poets entered the show with their poems. Two poets read their pieces aloud and received high applause from the audience. This is the first time since our first art show that there have been this many poets who entered. We had good press coverage from both the Belton Journal and the Temple Telegram that evening and great articles in the papers the following weeks.

The Library Board Meeting in December has been canceled.

Merry Christmas and Happy New Year everyone!

Pam Robinson  
Mary Ruth Briggs Library Chairperson

The Planning and Zoning Commission met on December 5, 2023. During the meeting, public hearings were held, and the following items were discussed. After discussions by Planning and Zoning, motions were made and approved to move each forward for consideration by Morgan's Point Resort City Council.

1. Held a public hearing and discussed and considered a Variance Request at 4 N Archer. The request was to add an 8' by 32' porch to an existing residence. The reason for the Variance Request was the porch would extend 4 feet into the 25' front property setback. Several neighbors present at the public hearing voiced support for the Variance. Planning and Zoning is moving this request forward for consideration by the Morgan's Point Resort City Council.
2. Held a public hearing and discussed and considered a re-submitted Variance Request from property owners at 15 Beachcomber. They own two additional properties separated by an easement from their residence at 15 Beachcomber. The original Variance Request was originally brought forward to the Council in July 2021 with certain stipulations for approval. After lengthy discussion by the Council, it was tabled. The tabled item was brought back up by the Council in September 2021 and the request was denied.  
  
It was later discovered that the definition of contiguous was changed from the ordinance because of this denied request. After further Planning and Zoning discussion and property owner discussion, we approved moving this request forward for Morgan's Point Resort City Council consideration. If any legal issues still exist, we request city attorney review to resolve any outstanding concerns.
3. The next meeting is being held on January 23 at the Event Center with a joint Planning & Zoning Commission and City Council workshop held afterwards.

# Morgan's Point Resort Economic Development Corporation

8 Morgan's Point Blvd. Morgan's Point Resort, Texas 76513

Linda Bridges, President  
Jason Johnson, Vice President  
Debbie Bates, Treasurer  
Terry Harrah, Secretary

Mike Fletcher, Member  
Christina Venegas, Member  
Scott Fournier, Member  
Dennis Green, Ex officio

(All Morgan's Point Resort Volunteers)

Item d.

December 3, 2023

To: Morgan's Point Resort Mayor Green & City Council

From: Linda Bridges, MPR EDC President

RE: Updates and request reappointment of Scott Fournier, Director for two-year term

## **Director updates:**

The two-year terms of four of our directors expire on December 31, 2023. Mike Fletcher and Debbie Bates have decided to retire from the EDC and Christina Venegas has a conflict with her work schedule and may need to resign. Scott Fournier has offered to serve a second two-year term if reappointed.

The MPR EDC has approved the reappointment of Scott Fournier and request the City Council to reappoint Scott to the EDC Board. (Term will expire December 31, 2025)

As of January 1, 2024, the MPR EDC will have three openings on the Board. We have one prospective candidate and encourage all residents, who want to give involved in the City of Morgan's Point Resort, to consider applying for a seat on the EDC Board. Completed applications can be dropped off at City Hall- Attention: Linda Bridges. The application is posted on the EDC website- [https://mpr-edc.org/?page\\_id=724](https://mpr-edc.org/?page_id=724)

## **IRS updates:**

The MPR EDC received 3 notices from the IRS in November 2023.

1. Tax period ending 9.30.21- the penalty of \$8,740 for not filing 990 taxes in a timely manner has been removed.
2. Tax period ending 9.30.22- the penalty of \$1,440 for not filing 99 taxes in a timely manner has been removed.
3. The IRS has charged the MPR EDC a penalty of \$5,000 for failure to file for federal tax exempt status within 90 days of filing Articles of Organization (Feb 3, 2011). The IRS has requested an additional 60 days to review our request for abatement.

## **IRS Tax Exempt Status (501 (c) 4:**

The MPR EDC received a determination letter from the IRS stating that the EDC is now recognized as a federal tax exempt non profit, effective March 16, 2023. The EDC will be filing an amendment to both the Articles of Organization and Bylaws to reflect this change. The EDC will vote on the amendments at their January meeting and will present the amendments to City Council in February for Council approval.

**Morgan's Point Resort  
Economic Development Corporation**

8 Morgan's Point Blvd. Morgan's Point Resort, Texas 76513

Linda Bridges, President  
Jason Johnson, Vice President  
Debbie Bates, Treasurer  
Terry Harrah, Secretary

Mike Fletcher, Member  
Christina Venegas, Member  
Scott Fournier, Member  
Dennis Green, Ex officio

(All Morgan's Point Resort Volunteers)

October 12, 2023

To: Mayor Greet and MPR City Council  
From: Linda Bridges, MPR EDC President  
RE: EDC board member reappointment for 2023-25

The two year term of Scott Fournier expires on December 31. Scott has offered to continue to serve if reappointed.

I am requesting the City Council reappoint this distinguished EDC board member for another two year term.

Thank you,



Linda Bridges  
MPR EDC President



*Morgan's Point Resort  
Maintenance Department  
Monthly Council Report*

*November 2023*

- *Trimmed trees around city*
- *Check Parks twice a week (Trash Cans)*
- *Daily work orders completed*
- *Burned brush in Air Burner*
- *Mowed and Trimmed all City Parks and Buildings*
- *Brain delivered brush bins on Mondays and Thursdays*
- *Bay Door Repairs at shop*
- *Started setting up for Christmas in city buildings*
- *Worked on dog kennels expansion*
- *Patched small pot holes throughout city*
- *Moved furniture around in City Hall*





## COMMUNICATIONS & MARKETING

Item b.

8 Morgan's Point Blvd | Morgan's Point Resort, TX 76513  
[communications@mprtx.us](mailto:communications@mprtx.us) | (254) 346-1695

To: Mayor Green and City Council  
From: Esther Weaver, Communications & Marketing Manager  
Date: December 12, 2023  
Subject: Comprehensive Communications & Marketing Department Report

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Dear Honorable Mayor and City Council,

I trust this message finds you well. As the outgoing Communications & Marketing Manager for the City of Morgan's Point Resort, I am honored to present a comprehensive report encompassing both the department's achievements during my tenure and the activities undertaken to ensure a seamless transition as I depart from my role.

I want to express my gratitude for the opportunity I have had serving the City of Morgan's Point Resort. The relationships I have forged with the MPR team, volunteers, and residents have been invaluable to me. Working here has not only enriched my professional life but also ignited my passion for municipal government and community engagement.

I am particularly grateful for the empowerment and investment in my professional development that I received working under the guidance of our former City Manager, Dalton Rice, and our Assistant City Manager, Cary Erskine. Their leadership has been instrumental in creating a culture of trust, authenticity, and excellence that makes coming to work genuinely enjoyable. The professional and personal growth I have experienced during my time here is a testament to the positive impact of their leadership. I am also grateful for the support our Interim City Manager, Uryan Nelson, has provided since stepping into his role. His leadership has been a stabilizing force during this transitional time, and I have sincerely appreciated his guidance. I am also deeply thankful for the mutual respect and collaboration I experienced working alongside my fellow department heads and the rest of the MPR team. I am honored by the trust they placed in me to communicate complex topics to our residents and build trust and transparency.

I am also deeply humbled by the extraordinary support and dedication of the city volunteers who generously donated their time and expertise to support me as I took on this challenging role – particularly Jimanne Durkee, Becky Cooley, Jimbo Snyder, and Linda Bridges. Their selflessness and commitment to the betterment of Morgan's Point Resort have been instrumental in our success and have ensured I've never felt alone in my role.

Although the decision to leave has not been easy, I am excited about the new opportunities and challenges that lie ahead. I am confident that the City of Morgan's Point Resort will continue to thrive and grow due to the dedication of our incredible team and volunteers and the engagement of our residents. I am eager to see the successes that await this great community. Although I will no longer be with the team, please know that I am committed to continuing to support the city in any way I can.



## Department Achievements During My Tenure:

### 1. First 90 Days Highlights:

- **Orientation and Training:** Dedicated the initial 60 days to orientation and training, gaining insights into the city's history, initiatives, and challenges.
- **Department Purview and Responsibilities:** Collaborated with other departments and City Management to define roles and responsibilities for Communications, Marketing, and Events within the department.
- **Mission, Vision, and Values:** Developed a mission, vision, and values statement aligning with the city's objectives, providing a guiding framework for communication strategies.
- **Strategy and Goal Alignment:** Aligned departmental strategy and goals with the Council's Strategic Work Plan and key city initiatives, ensuring integration with the overall vision.
- **Branding and Style Guidelines:** Crafted branding and style guidelines to establish a cohesive city brand, initiating a "soft launch" and planning a full team transition.
- **Policies and Procedures:** Began establishing clear policies and procedures for content creation, approval processes, and dissemination methods, ensuring operational efficiency.
- **Social Media Strategy and Planning:** Formulated a social media strategy, identified target audiences, determined platforms, and started creating engaging content.
- **Vendor Research:** Actively engaged in vendor research to identify communication software solutions aligning with department needs and budget considerations.
- **Event Coordination:** Collaborated with volunteers to promote and coordinate events, aiming to enhance community engagement and represent the city effectively.
- **MPR411:** Initiated branding and training for MPR411, an all-in-one communications hub for residents, exploring options to consolidate communication channels.

### 2. Subsequent Achievements:

- **TAMIO Conference Participation:** Attended the Texas Association of Municipal Information Officers conference, establishing valuable connections and gaining insights into key communication topics.
- **TCU Listening Study & Partnership:** Participated in a study on listening in local government, exploring opportunities for continued partnership to develop effective listening techniques.
- **Preliminary Strategic Work Plan:** Collaborated with the City Manager to consolidate notes from Preliminary Joint Strategic Workshop and developed options for a new vision statement and goals.
- **Crisis Communications:** Coordinated crisis communication efforts with City Management, responding to public concerns and gaining valuable insights for future crisis management.
- **2nd Annual SummerFest Success:** Successfully organized the 2nd Annual SummerFest, achieving significant growth in attendance and engagement through effective social media promotions.

- **Social Media Growth:** Achieved substantial growth in Facebook and Instagram reach, page visits, and new followers, correlating with successful event promotions.
- **Educational Video Content:** Collaborated on educational video content, addressing drowning prevention and open water safety.
- **Financial Communications:** Enhanced transparency and readability of the Proposed Budget Summary, initiated ClearGov partnership, and live-streamed budget workshops for increased resident engagement.
- **Outreach and Partnerships:** Actively participated in the Hazard Mitigation Action Plan process, initiated partnerships with external organizations, and promoted Parks & Recreation committee applications.
- **Out of Office Coordination:** Successfully coordinated communications during out-of-office periods, addressing challenges and ensuring effective communication continuity.

### Transition Activities:

1. **Documentation of Policies and Processes:**
  - Diligently documented all essential policies and processes for day-to-day operations of the Communications & Marketing Department.
2. **Organization of the Communications & Marketing Shared Drive:**
  - Meticulously organized the shared drive to enhance accessibility and streamline information retrieval, ensuring a smooth workflow transition.
3. **Account and Password Management:**
  - Compiled a detailed list of all relevant usernames and passwords, securely stored and provided to appropriate personnel for uninterrupted access during the transitional period.
4. **Managing Address Book:**
  - Informed media and other community partners of the upcoming transition and provided them with contact info for Interim City Manager and City Secretary. Compiled a list of contacts for media, vendors, etc. to ensure smooth transition.
5. **Scheduling of Important Announcements:**
  - Scheduled important announcements and campaigns through the end of the year, ensuring key messages and initiatives are communicated as planned.
6. **Wrapping Up Last Details:**
  - Dedicated efforts to wrap up any remaining details, address outstanding tasks, and finalize ongoing projects to leave the department in a state of readiness.

This comprehensive report aims to provide a thorough understanding of the department's achievements and the measures taken to ensure a smooth transition. I appreciate the support of the City Council and look forward to witnessing the continued success of the Communications & Marketing Department under new leadership.

Best Regards,

Esther Weaver  
Outgoing Communications & Marketing Manager



# CITY OF MORGAN'S POINT RESORT

Item c.

Taran Vaszocz  
Fire Chief  
Morgan's Point Resort Fire-Rescue  
6 Lakeforest Drive  
Morgans's Point Resort, Texas 76513-6438

December 6, 2023

Honorable Mayor and Council,

1. The department responded to 37 calls during the month of November, up 12% from the same reporting period in 2022 (N=33)
2. **Average Response Time** for all calls was 6 minutes, 9 seconds (N=27).

*Response time within the City limits was 5 minutes, 27 seconds*

3. A total of **1793 hours** was worked on station through September 25th:

a. Career Staff (5)	946 Hours	48%
b. Volunteer Staff (19)	815 Hours	46%
c. Relief Driver (3)	8 Hours	4%
d. PRN Medic (3)	24 Hours	2%
4. **Active Roster**- Sixteen members met or exceeded the requirements for Active Service.
5. **Marine Unit**-

Colder weather and lower lake levels may have put a damper on recreational boating, but those conditions did not deter Ft. Cavazos soldiers from constructing temporary bridges and moving armored vehicles across the water. Our Marine Unit was deployed to provide for their safety in partnership with the Ft. Cavazos Fire Department. The maneuvers went exceedingly well and the crew of Marine 61 was honored to participate!

## 6. Education Services

All Operations members completed their annual Functional Assessment Test. Suppression personnel completed a series of ten fireground tasks in full PPE, while our Single Role Medics completed a separate course designed to ensure the physical strength and stamina needed to access, treat and move patients.

## 7. EMS Division

Did you know that nearly 70% of our call volume is devoted to caring for ill or injured members of our community? (YTD breakdown of call types included)

You may recall that the department received a “LUCAS Device” through COVID grant funding in 2020. The device performs flawless chest compressions during a CPR, allowing our EMS providers to focus on determining the underlying nature of the arrest, interpreting EKG rhythms, inserting IVs and advanced airways, and administering life-saving medications. The LUCAS has been a valuable tool on Squad 61 for the past 3 year, and been instrumental in a number of successful resuscitations. It is an outstanding clinical tool that augments staffing on these call types, but it is not cheap. With a price tag approaching \$19,000, it is no wonder there were only two in service county wide...until last month!

Firefighter Nickolas Rojas located three LUCAS devices and a trainer at a military hospital in Iowa back in September. He notified me of their availability under the Federal Surplus program that allows agencies to transfer surplus equipment to their possession at a fraction of the original cost. We were able to transfer the devices to the Ft. Worth Surplus Depot, where we picked them up on October 31<sup>st</sup>. Each device cost just \$1,500 in transfer fees, covered entirely through donations made to the Morgan’s Point Resort Volunteer Firefighter’s Association (VFA)!

Our deployment model includes a LUCAS on both Battalions (chief officer vehicles), Squad 61 and MD3 (our Medical Director’s vehicle). This model pairs devices with cardiac monitor/defibrillators and other supplies needed to care for a victim of sudden cardiac arrest. Clearly, this would not have been possible without the keen eye of FF Rojas, our partnership with the Federal Surplus Program and the generosity of our fire district as expressed through the VFA.

## 8. MPR Fire-Rescue Alumni

Please join us in congratulating Fire Rescue Officer Max Castelli on his graduation from the Dallas Fire-Rescue Training Academy!

FRO Castelli began his fire service career as a Volunteer member of our department in 2020. A second-generation Firefighter, he is the son of Fire Specialist Dan Castelli. Max earned his Basic Firefighter commission and EMT certification during his time with us. He continued to work part-time as a Relief Driver while attending Paramedic school at Central Texas College before being accepted to Dallas' academy.

After 16 months of strenuous training, testing and evaluation, he will begin his career as a Dallas Firefighter/Paramedic at Station 24 (aka "Fort Hatcher") on Friday, December 8th.

We are thankful for his years of service to our community and humbled to have been a part of his formative education and experience. We wish you the very best, stay safe and make us proud!



Kindly,

*Taran Vaszocz*

Taran Vaszocz  
Fire Chief

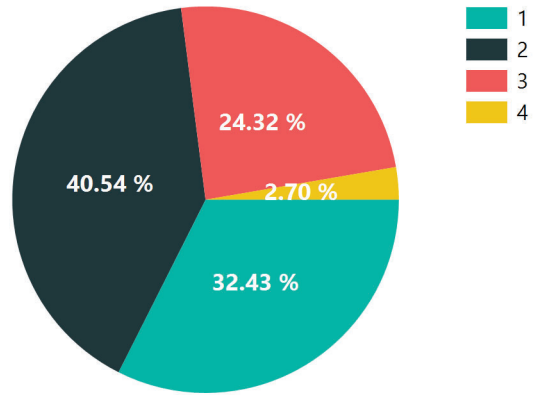
# Monthly Report - MPFD

Previous Month



Event Priority	Event Count
1	12
2	15
3	9
4	1
<b>Total</b>	<b>37</b>

Event Priority



Event Priority	Response Time	Start To Add Time	Add To Disp Time	Disp To En Rte Time	En Rte To Arv Time	Arv To Close Time
1	360	48	30	85	265	1271
2	380	69	27	144	326	1339
3	424	54	29	64	412	2015
4	0	0	0			21

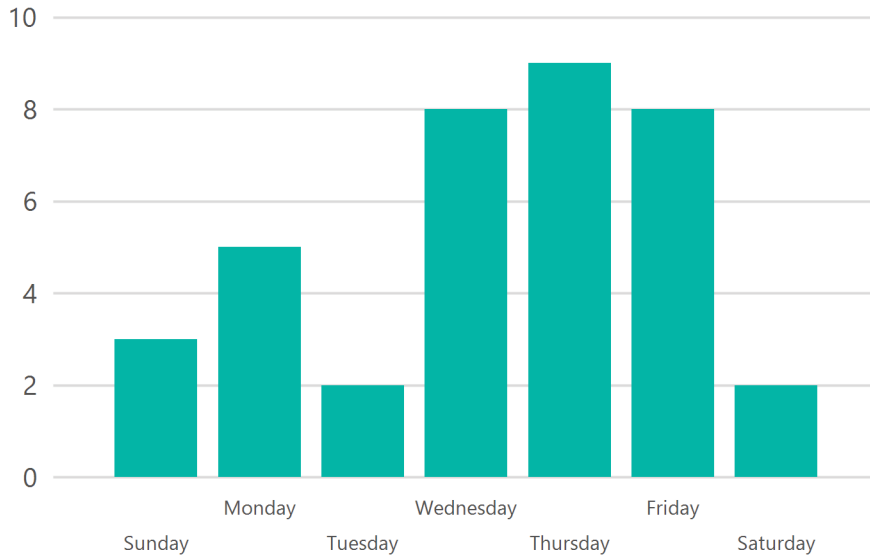
(Response times in seconds.)

# Monthly Report - MPFD

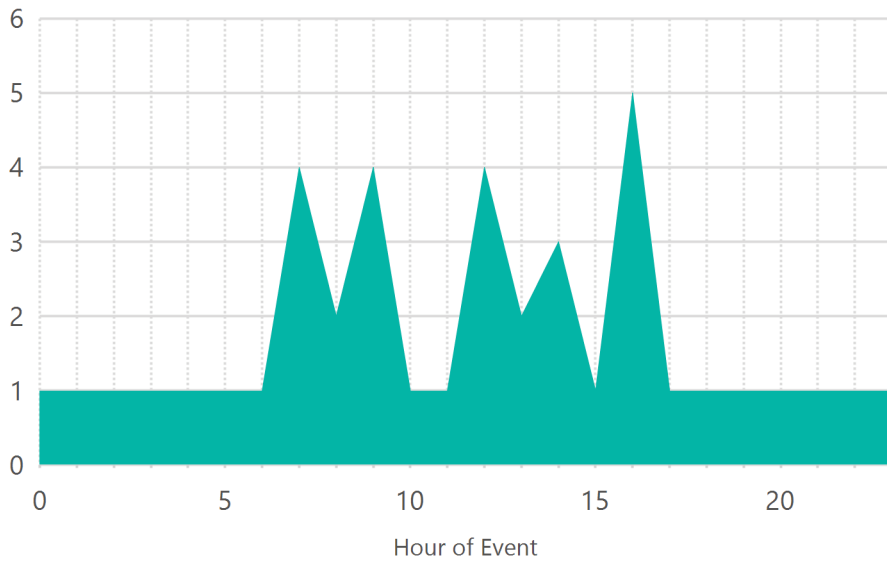
Previous Month



Event Counts by Day of Week



Event Counts by Hour of Day (24 hour)



# Monthly Report - MPFD

Previous Month



## Event Counts by Type

	Event Type	Event Count
FALLS		6
CHEST PAIN (NON-TRAUMATIC)		3
TRAFFIC/TRANSPORTATION ACCIDENTS		3
STROKE		3
SICK PERSON		3
BREATHING PROBLEMS		3
UNCONSCIOUS/FAINTING (NEAR)		2
FD ASSISTANCE (LADDER, BEES, EQUIP)		2
STRUCTURE FIRE		2
TRANSFORMER ARCING		2
CARDIAC OR RESPIRATORY ARREST/DEATH		1
STILL ALARM CAR DUMPSTER ETC		1
TRAUMATIC INJURIES (SPECIFIC)		1
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)		1
ADMIN DUTIES		1
MUTUAL AID		1
ABDOMINAL PAIN/PROBLEMS		1
DIABETIC PROBLEMS		1
<b>Total</b>		<b>37</b>



# Morgans Point Resort Fire Department

Morgans Piont Resort, TX

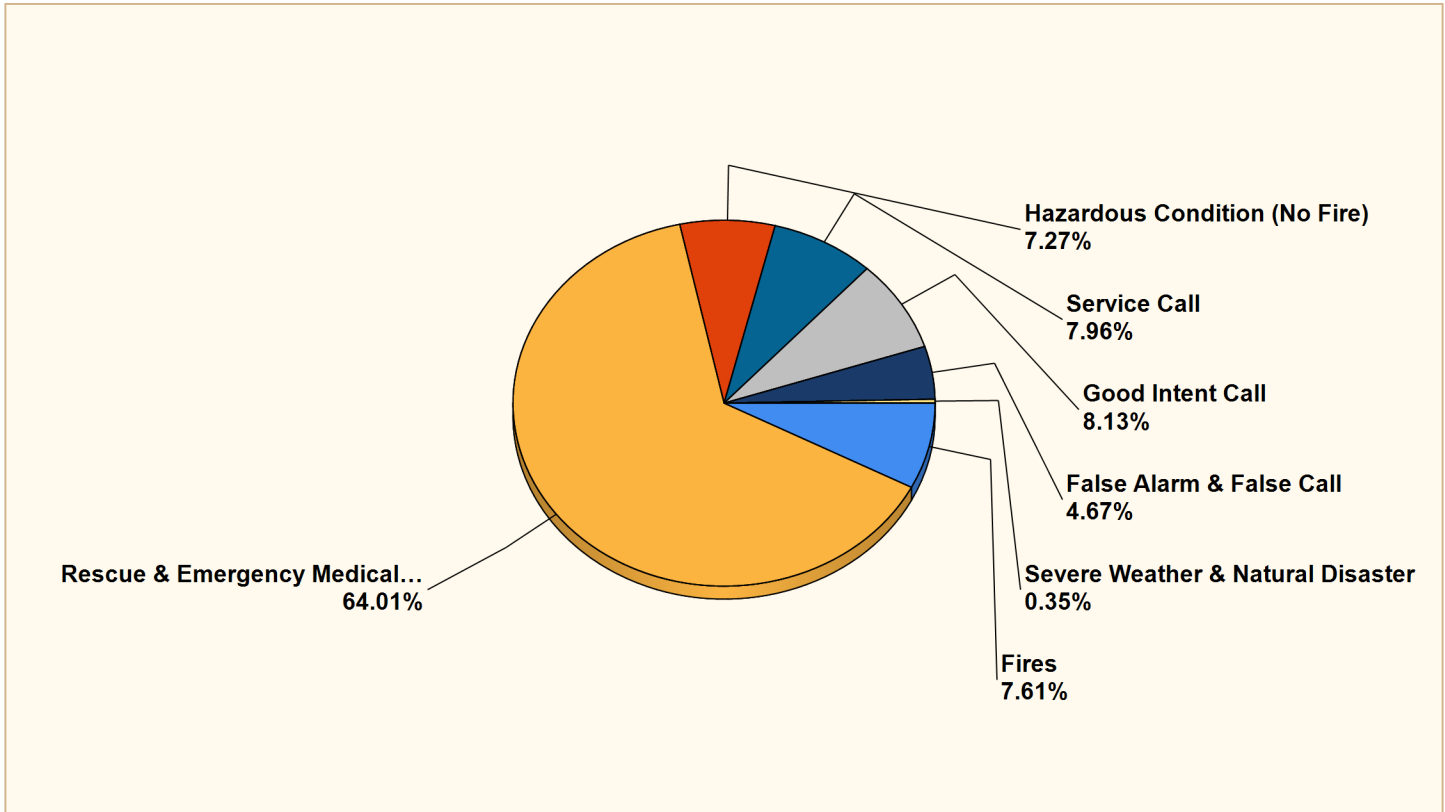
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Item c.

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2023 | End Date: 12/31/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	44	7.61%
Rescue & Emergency Medical Service	370	64.01%
Hazardous Condition (No Fire)	42	7.27%
Service Call	46	7.96%
Good Intent Call	47	8.13%
False Alarm & False Call	27	4.67%
Severe Weather & Natural Disaster	2	0.35%
<b>TOTAL</b>	<b>578</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



### Detailed Breakdown by Incident Type

Item c.

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	3	0.52%
111 - Building fire	12	2.08%
114 - Chimney or flue fire, confined to chimney or flue	1	0.17%
118 - Trash or rubbish fire, contained	3	0.52%
138 - Off-road vehicle or heavy equipment fire	1	0.17%
140 - Natural vegetation fire, other	2	0.35%
141 - Forest, woods or wildland fire	6	1.04%
142 - Brush or brush-and-grass mixture fire	10	1.73%
143 - Grass fire	4	0.69%
151 - Outside rubbish, trash or waste fire	2	0.35%
311 - Medical assist, assist EMS crew	9	1.56%
320 - Emergency medical service, other	1	0.17%
321 - EMS call, excluding vehicle accident with injury	313	54.15%
322 - Motor vehicle accident with injuries	20	3.46%
324 - Motor vehicle accident with no injuries.	2	0.35%
331 - Lock-in (if lock out , use 511 )	1	0.17%
341 - Search for person on land	1	0.17%
342 - Search for person in water	9	1.56%
350 - Extrication, rescue, other	1	0.17%
365 - Watercraft rescue	12	2.08%
381 - Rescue or EMS standby	1	0.17%
400 - Hazardous condition, other	1	0.17%
411 - Gasoline or other flammable liquid spill	2	0.35%
412 - Gas leak (natural gas or LPG)	1	0.17%
420 - Toxic condition, other	1	0.17%
424 - Carbon monoxide incident	5	0.87%
440 - Electrical wiring/equipment problem, other	2	0.35%
444 - Power line down	27	4.67%
445 - Arcing, shorted electrical equipment	2	0.35%
460 - Accident, potential accident, other	1	0.17%
500 - Service Call, other	1	0.17%
510 - Person in distress, other	2	0.35%
511 - Lock-out	9	1.56%
520 - Water problem, other	1	0.17%
522 - Water or steam leak	4	0.69%
542 - Animal rescue	1	0.17%
550 - Public service assistance, other	7	1.21%
551 - Assist police or other governmental agency	6	1.04%
553 - Public service	10	1.73%
554 - Assist invalid	2	0.35%
561 - Unauthorized burning	3	0.52%
600 - Good intent call, other	2	0.35%
611 - Dispatched & cancelled en route	32	5.54%
621 - Wrong location	1	0.17%
622 - No incident found on arrival at dispatch address	5	0.87%
651 - Smoke scare, odor of smoke	7	1.21%
700 - False alarm or false call, other	5	0.87%
710 - Malicious, mischievous false call, other	1	0.17%
735 - Alarm system sounded due to malfunction	20	3.46%
740 - Unintentional transmission of alarm, other	1	0.17%
800 - Severe weather or natural disaster, other	1	0.17%
814 - Lightning strike (no fire)	1	0.17%
<b>TOTAL INCIDENTS:</b>	<b>578</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



ASU Rank November 2023

Item c.

		Timekeeping			Monthly Statistics		Standard Met	
Rank	Member	Total Hours	Training Hours	Station Duty	Incident Count	ASU	Training Threshold	ASU Threshold
1	Watts	240	5	235	28	268	1	244
2	Shaver	208	5	203	7	215	1	191
3	Wilkerson	208	5	203	5	213	1	189
4	Maines	200	3	197	10	210	3	186
5	Sibley	166	5	161	6	172	1	148
6	Vaszocz, T	165	3	162	4	169	3	145
7	Rojas	100	5	95	4	104	1	80
8	Schuetze	78	3	75	3	81	3	57
9	McClellan	73	3	70	2	75	3	51
10	LeBlanc	69	27	42	3	72	21	48
11	Woodard	53	29	24	3	56	23	32
12	Myers	52	29	23	1	53	23	29
13	Guzman	46	29	17	1	47	23	23
14	Snyder	32	2	30	4	36	4	12
15	Ratcliff	32	3	29	1	33	3	9
16	Bright	23	5	18	2	25	1	1
17	Req Not Met	18	5	13	1	19	1	5
18	Req Not Met	13	5	8	5	18	1	6
19	Req Not Met	6	5	1		6	1	18
20	Req Not Met	5	3	2		5	3	19
21	Req Not Met	4	3	1		4	3	20
22	Req Not Met	3	3			3	3	21
23	Req Not Met	2	2			2	4	22
24	Req Not Met						6	24
							6	24
							6	24
							6	24
<b>Total</b>		1796	187	1609	90	1886	25	1238
<b>Average</b>		67	7	60	3	70	1	46

### Bank and Investment Account Balances – City of Morgan’s Point Resort November 2023

ACCOUNTS	BEGINNING OF MONTH BALANCE	END OF MONTH BALANCE	INTEREST RATE	INTEREST EARNED THIS MONTH
Operating Account	\$132,622.38	\$265,027.74	5.68%	\$1,980.44
Sweep Account	\$4,567,675.74	\$4,962,517.07	5.68%	\$22,010.47
Open Edge (over counter)	\$2,057.64	\$9,226.14	0.30%	\$2.14
Open Edge (online)	\$2,932.79	\$13,163.15	0.30%	\$4.78
Sum of Cash Accounts	\$4,705,288.55	\$5,249,934.10		\$23,997.83
Tex Pool Prime	\$198,772.81	\$198,772.81	5.60%	Note 1
Sum of Available Cash and Investments	\$4,904,061.36	\$5,448,706.91		\$23,997.83
Tex Pool Interest & Sinking - Restricted	\$21,185.96	\$21,185.96	5.37%	Note 1

Note 1: Texpool account was unavailable at time of council meeting. If account is available by council, a new handout will be provided.

The open edge accounts have funds transferred to the operating account around the last day of the month.  
No transfer of funds between the operating and sweep account will occur unless needed to maintain a minimum balance.

As always, please call me or come by to visit if you have any questions about anything related to the City’s finances.

V:\-Old Finance\Cary\Cash\[2024 Cash Balances - Provided to Council.xlsx]Nov 24

### Cash Balances Year over Year – City of Morgan’s Point Resort November 2023

Sum of Available Cash and Investments as of November 30, 2023	\$5,448,706.91
Less: Remaining Balance per Capital Projects	(\$1,248,442.80)
Less: Funds to Pay for Completion of Audits in FYE 2024 for FYE 2021 - 2023	(\$110,000.00)
**Less: Restricted Use Funds (i.e. court revenue, child safety fee, road maint. sales tax)	(\$210,986.00)
Unrestricted Cash on Hand as of November 30, 2023	<u>\$3,879,278.11</u>

V:\-Old Finance\Cary\Cash\[2024 Cash Balances - Provided to Council.xlsx]Rev over Expenses

\$3,678,319.00 Ground Storage Tank at EST #2 Contract Price  
 \$70,170.92 Approved Change Orders  
 (\$459,691.99) Draw 1 Paid on 2/3/2023  
 (\$404,155.65) Draw 2 Paid on 3/2/2023  
 (\$380,088.06) Draw 3 Paid on 4/12/2023  
 (\$271,176.55) Draw 4 Paid on 5/16/2023  
 (\$317,031.77) Draw 5 Paid on 6/15/2023  
 (\$207,921.04) Draw 6 Paid on 7/15/2023  
 (\$411,085.90) Draw 7 Paid on 8/8/2023  
 (\$71,956.80) Draw 8 Paid on 9/20/2023  
 (\$45,440.40) Draw 9 Paid on 10/18/2023  
 (\$91,646.46) Draw 10 Paid on 11/28/2023  
 \$0.00 Draw 11 Paid on 12/xx/2023  
 \$1,088,295.30 Remaining Balance

Vendor Jm Pipeline  
  
 Approved on November 15, 2022  
 Resolution 2022-28  
  
 Change Orders:  
 1). Approved on June 22, 2023  
 Resolution 2023-15 for \$19,909.91  
 2). Approved on November, 14 2023 for \$50,261.01

\$232,469.00 Generator at EST 1 Contract Price  
 (\$5,400.00) Draw 1 Paid on 8/31/2022  
 (\$62,550.00) Draw 2 Paid on 10/3/2022  
 (\$2,250.00) Draw 3 Paid on 10/25/2022  
 (\$1,800.00) Draw 4 Paid on 11/22/2022  
 (\$128,222.10) Draw 5 Paid on 9/18/2023  
 (\$22,246.90) Draw 6 Paid on 9/22/2023  
 \$10,000.00 Remaining Balance - Not expected to have to pay

Vendor C.F. McDonald  
  
 Approved on July 12, 2022  
 Resolution 2022-15

\$257,950.00 Generator at EST 2 Contract Price  
 (\$97,802.50) Draw 1 Paid on 9/20/2023  
 \$0.00 Draw 2 Paid on xx/xx/2024  
 \$0.00 Draw 3 Paid on xx/xx/2024  
 \$160,147.50 Remaining Balance

Vendor T Morales  
  
 Approved on March 14, 2023  
 Resolution 2023-05

\$1,248,442.80 Remaining Balance on Capital Projects

Item d.

02 -GENERAL  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
02-00 GENERAL	3,306,952.00	275,579.35	831,734.84	551,158.50	992,022.45	440,863.95	2,314,929.55	30.00
02-20 POLICE	5,000.00	416.67	693.00	833.30	1,531.00	697.70	3,469.00	30.62
02-21 CODE ENFORCEMENT	150.00	12.50	0.00	25.00	0.00	( 25.00)	150.00	0.00
02-30 MAINTENANCE	1,500.00	125.00	0.00	250.00	0.00	( 250.00)	1,500.00	0.00
02-51 MUNICIPAL COURT	31,535.00	2,627.93	4,233.97	5,255.70	7,700.17	2,444.47	23,834.83	24.42
02-62 COM. CENTER & POOL	60,000.00	5,000.00	4,500.00	10,000.00	5,840.00	( 4,160.00)	54,160.00	9.73
02-80 FIRE DEPT.	40,000.00	3,333.33	18,583.14	6,666.70	13,395.25	6,728.55	26,604.75	33.49
TOTAL REVENUES	3,445,137.00	287,094.78	859,744.95	574,189.20	1,020,488.87	446,299.67	2,424,648.13	29.62

DEPARTMENTAL EXPENDITURES

<u>02-00 GENERAL</u>								
<u>02-10 ADMINISTRATION</u>								
PERSONNEL	589,411.77	49,117.64	36,243.86	98,235.37	69,486.67	( 28,748.70)	519,925.10	11.79
LEGAL/AUDIT	169,800.00	14,150.00	16,688.91	28,300.00	44,008.96	15,708.96	125,791.04	25.92
CAPITAL EXPENDITURES	2,700.00	225.00	116.28	450.00	2,735.88	2,285.88	( 35.88)	101.33
OFFICE EQUIP & SUPPLIES	131,200.00	10,933.31	7,817.95	21,866.90	14,074.49	( 7,792.41)	117,125.51	10.73
FUEL & EQUIPMENT	2,000.00	166.66	192.27	333.40	883.61	550.21	1,116.39	44.18
MAINTENANCE & REPAIRS	18,500.00	1,541.67	923.84	3,083.30	2,491.82	( 591.48)	16,008.18	13.47
BANK & FINANCE FEES	5,000.00	416.67	4,650.17	833.30	4,650.17	3,816.87	349.83	93.00
TOTAL 02-10 ADMINISTRATION	918,611.77	76,550.95	66,633.28	153,102.27	138,331.60	( 14,770.67)	780,280.17	0.00
<u>02-20 POLICE</u>								
	0.00	0.00	( 500.00)	0.00	( 500.00)	( 500.00)	500.00	0.00
PERSONNEL	842,427.49	70,202.29	87,580.30	140,404.59	131,338.72	( 9,065.87)	711,088.77	15.59
LEGAL/AUDIT	250.00	20.83	0.00	41.70	0.00	( 41.70)	250.00	0.00
CAPITAL EXPENDITURES	41,184.99	3,432.08	0.00	6,864.19	27,916.12	21,051.93	13,268.87	67.78
OFFICE EQUIP & SUPPLIES	12,100.00	1,008.34	571.38	2,016.60	3,262.92	1,246.32	8,837.08	26.97
FUEL & EQUIPMENT	67,449.00	5,620.75	13,425.14	11,241.50	20,209.93	8,968.43	47,239.07	29.96
MAINTENANCE & REPAIRS	40,530.96	3,377.58	8,285.92	6,755.16	12,247.05	5,491.89	28,283.91	30.22
BANK & FINANCE FEES	22,500.00	1,875.00	21,712.88	3,750.00	21,712.88	17,962.88	787.12	96.50
OTHER	15,527.00	1,293.91	140.00	2,587.90	343.49	( 2,244.41)	15,183.51	2.21
TOTAL 02-20 POLICE	1,041,969.44	86,830.78	131,215.62	173,661.64	216,531.11	42,869.47	825,438.33	0.00
<u>02-21 CODE ENFORCEMENT</u>								
PERSONNEL	73,475.96	6,123.00	6,700.71	12,245.96	10,803.53	( 1,442.43)	62,672.43	14.70
LEGAL/AUDIT	4,680.00	390.00	356.94	780.00	441.44	( 338.56)	4,238.56	9.43
CAPITAL EXPENDITURES	61,000.00	5,083.33	94.58	10,166.70	497.12	( 9,669.58)	60,502.88	0.81
OFFICE EQUIP & SUPPLIES	1,100.00	91.66	48.53	183.40	112.83	( 70.57)	987.17	10.26
FUEL & EQUIPMENT	2,000.00	166.67	217.82	333.30	404.61	71.31	1,595.39	20.23
MAINTENANCE & REPAIRS	1,025.50	85.46	7.00	170.90	7.00	( 163.90)	1,018.50	0.68
BANK & FINANCE FEES	500.00	41.67	536.06	83.30	536.06	452.76	( 36.06)	107.21
TOTAL 02-21 CODE ENFORCEMENT	143,781.46	11,981.79	7,961.64	23,963.56	12,802.59	( 11,160.97)	130,978.87	0.00

Item d.

02 -GENERAL  
 FINANCIAL SUMMARY  
 DEPARTMENTAL EXPENDITURES

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>02-30 MAINTENANCE</u>								
PERSONNEL	327,618.77	27,301.59	34,156.82	54,602.87	51,184.49 (	3,418.38)	276,434.28	15.62
LEGAL/AUDIT	10,000.00	833.33	0.00	1,666.70	0.00 (	1,666.70)	10,000.00	0.00
CAPITAL EXPENDITURES	139,375.00	11,614.59	11,175.08	23,229.10	11,175.08 (	12,054.02)	128,199.92	8.02
OFFICE EQUIP & SUPPLIES	34,000.00	2,833.33	3,867.17	5,666.70	5,056.18 (	610.52)	28,943.82	14.87
FUEL & EQUIPMENT	22,000.00	1,833.33	1,482.26	3,666.70	2,568.89 (	1,097.81)	19,431.11	11.68
MAINTENANCE & REPAIRS	31,500.00	2,625.00	1,576.32	5,250.00	2,012.79 (	3,237.21)	29,487.21	6.39
BANK & FINANCE FEES	10,000.00	833.33	9,192.40	1,666.70	9,192.40	7,525.70	807.60	91.92
TOTAL 02-30 MAINTENANCE	574,493.77	47,874.50	61,450.05	95,748.77	81,189.83 (	14,558.94)	493,303.94	0.00
<u>02-51 MUNICIPAL COURT</u>								
PERSONNEL	30,769.78	2,564.14	2,665.71	5,128.38	4,576.35 (	552.03)	26,193.43	14.87
LEGAL/AUDIT	2,000.00	166.67	0.00	333.30	225.00 (	108.30)	1,775.00	11.25
OFFICE EQUIP & SUPPLIES	3,800.00	316.67	130.47	633.30	324.23 (	309.07)	3,475.77	8.53
TOTAL 02-51 MUNICIPAL COURT	36,569.78	3,047.48	2,796.18	6,094.98	5,125.58 (	969.40)	31,444.20	0.00
<u>02-53 CHILD SAFETY</u>								
<u>02-54 COURT SECURITY</u>								
<u>02-55 COURT TECH</u>								
<u>02-61 LIBRARY</u>								
CAPITAL EXPENDITURES	4,000.00	333.33	0.00	666.70	0.00 (	666.70)	4,000.00	0.00
OFFICE EQUIP & SUPPLIES	1,900.00	158.33	43.49	316.70	103.37 (	213.33)	1,796.63	5.44
FUEL & EQUIPMENT	1,250.00	104.17	0.00	208.30	0.00 (	208.30)	1,250.00	0.00
OTHER	5,550.00	462.50	12.34	925.00	411.29 (	513.71)	5,138.71	7.41
TOTAL 02-61 LIBRARY	12,700.00	1,058.33	55.83	2,116.70	514.66 (	1,602.04)	12,185.34	0.00
<u>02-62 COM. CENTER &amp; POOL</u>								
PERSONNEL	26,474.74	2,206.23	0.00	4,412.44	7.80 (	4,404.64)	26,466.94	0.03
CAPITAL EXPENDITURES	46,084.00	3,840.33	0.00	7,680.70	0.00 (	7,680.70)	46,084.00	0.00
OFFICE EQUIP & SUPPLIES	7,650.00	637.50	502.25	1,275.00	1,159.62 (	115.38)	6,490.38	15.16
FUEL & EQUIPMENT	450.00	37.50	0.00	75.00	0.00 (	75.00)	450.00	0.00
MAINTENANCE & REPAIRS	14,000.00	1,166.67	0.00	2,333.30	0.00 (	2,333.30)	14,000.00	0.00
BANK & FINANCE FEES	1,250.00	104.17	1,218.14	208.30	1,218.14	1,009.84	31.86	97.45
TOTAL 02-62 COM. CENTER & POOL	95,908.74	7,992.40	1,720.39	15,984.74	2,385.56 (	13,599.18)	93,523.18	0.00
<u>02-63 PPF</u>								
PERSONNEL	6,600.00	550.00	0.00	1,100.00	392.47 (	707.53)	6,207.53	5.95
LEGAL/AUDIT	44,500.00	3,708.34	0.00	7,416.60	11,811.00	4,394.40	32,689.00	26.54
OFFICE EQUIP & SUPPLIES	17,000.00	1,416.67	1,303.94	2,833.30	2,603.43 (	229.87)	14,396.57	15.31
OTHER	10,000.00	833.33	300.00	1,666.70	300.00 (	1,366.70)	9,700.00	3.00
TOTAL 02-63 PPF	78,100.00	6,508.34	1,603.94	13,016.60	15,106.90	2,090.30	62,993.10	0.00
<u>02-80 FIRE DEPT.</u>								
PERSONNEL	514,389.77	42,865.79	53,581.08	85,731.87	80,118.00 (	5,613.87)	434,271.77	15.58
CAPITAL EXPENDITURES	2,250.00	187.50	0.00	375.00	0.00 (	375.00)	2,250.00	0.00
OFFICE EQUIP & SUPPLIES	6,679.00	556.59	257.52	1,113.10	663.88 (	449.22)	6,015.12	9.94



CITY OF MORGAN'S POINT RESORT  
 BUDGET vs ACTUAL REPORT SUMMARY  
 AS OF: NOVEMBER 30TH, 2023

Item d.

02 -GENERAL  
 FINANCIAL SUMMARY  
 DEPARTMENTAL EXPENDITURES

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
FUEL & EQUIPMENT	50,696.00	4,224.67	2,209.32	8,449.30	3,803.73	( 4,645.57)	46,892.27	7.50
MAINTENANCE & REPAIRS	34,060.00	2,838.34	2,721.75	5,676.60	21,310.66	15,634.06	12,749.34	62.57
BANK & FINANCE FEES	9,000.00	750.00	7,018.76	1,500.00	7,018.76	5,518.76	1,981.24	77.99
DEPR. & OPER. TRANSFERS	0.00	0.00	( 4,500.00)	0.00	7,128.27	7,128.27	( 7,128.27)	0.00
OTHER	6,650.00	554.17	0.00	1,108.30	100.00	( 1,008.30)	6,550.00	1.50
TOTAL 02-80 FIRE DEPT.	623,724.77	51,977.06	61,288.43	103,954.17	120,143.30	16,189.13	503,581.47	0.00
<u>02-90 PUBLIC SAFETY</u>								
OFFICE EQUIP & SUPPLIES	19,000.00	1,583.33	2,046.95	3,166.70	3,030.52	( 136.18)	15,969.48	15.95
FUEL & EQUIPMENT	2,000.00	166.67	0.00	333.30	0.00	( 333.30)	2,000.00	0.00
MAINTENANCE & REPAIRS	10,500.00	875.00	1,663.60	1,750.00	2,064.60	314.60	8,435.40	19.66
TOTAL 02-90 PUBLIC SAFETY	31,500.00	2,625.00	3,710.55	5,250.00	5,095.12	( 154.88)	26,404.88	0.00
TOTAL EXPENDITURES	3,557,359.73	296,446.63	338,435.91	592,893.43	597,226.25	4,332.82	2,960,133.48	16.79
=====								
REVENUES OVER/(UNDER) EXPENDITURES	( 112,222.73)	( 9,351.85)	521,309.04	( 18,704.23)	423,262.62	441,966.85	( 535,485.35)	377.16-
=====								

CITY OF MORGAN'S POINT RESORT  
BUDGET vs ACTUAL REPORT SUMMARY  
AS OF: NOVEMBER 30TH, 2023

08 -GOVERNMENTAL  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

Item d.

CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
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REVENUE SUMMARY

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DEPARTMENTAL EXPENDITURES

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Item d.

09 -INTEREST & SINKING  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
GENERAL	<u>480,263.00</u>	<u>40,021.92</u>	<u>143,429.89</u>	<u>80,043.80</u>	<u>143,910.69</u>	<u>63,866.89</u>	<u>336,352.31</u>	<u>29.96</u>
TOTAL REVENUES	<u>480,263.00</u>	<u>40,021.92</u>	<u>143,429.89</u>	<u>80,043.80</u>	<u>143,910.69</u>	<u>63,866.89</u>	<u>336,352.31</u>	<u>29.96</u>
=====								
<u>DEPARTMENTAL EXPENDITURES</u>								
=====								
GENERAL								
DEBT SERVICES	479,238.00	39,936.50	35,522.68	79,873.00	35,522.68	( 44,350.32)	443,715.32	7.41
TOTAL GENERAL	<u>479,238.00</u>	<u>39,936.50</u>	<u>35,522.68</u>	<u>79,873.00</u>	<u>35,522.68</u>	<u>( 44,350.32)</u>	<u>443,715.32</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>479,238.00</u>	<u>39,936.50</u>	<u>35,522.68</u>	<u>79,873.00</u>	<u>35,522.68</u>	<u>( 44,350.32)</u>	<u>443,715.32</u>	<u>7.41</u>
=====								
REVENUES OVER/ (UNDER) EXPENDITURES	<u>1,025.00</u>	<u>85.42</u>	<u>107,907.21</u>	<u>170.80</u>	<u>108,388.01</u>	<u>108,217.21</u>	<u>( 107,363.01)</u>	<u>574.44</u>
=====								

Item d.

11 -WATER  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
WATER DEPARTMENT	<u>2,429,000.00</u>	<u>202,416.67</u>	<u>196,090.25</u>	<u>404,833.30</u>	<u>403,254.45</u>	<u>( 1,578.85)</u>	<u>2,025,745.55</u>	<u>16.60</u>
TOTAL REVENUES	<u>2,429,000.00</u>	<u>202,416.67</u>	<u>196,090.25</u>	<u>404,833.30</u>	<u>403,254.45</u>	<u>( 1,578.85)</u>	<u>2,025,745.55</u>	<u>16.60</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>WATER DEPARTMENT</u>								
PERSONNEL	599,261.84	49,938.49	58,209.63	99,876.94	93,424.49	( 6,452.45)	505,837.35	15.59
LEGAL/AUDIT	51,350.00	4,279.16	4,762.02	8,558.40	6,783.77	( 1,774.63)	44,566.23	13.21
CAPITAL EXPENDITURES	22,300.00	1,858.34	( 7,500.00)	3,716.60	7,531.55	3,814.95	14,768.45	33.77
OFFICE EQUIP & SUPPLIES	35,700.00	2,975.01	1,755.14	5,949.90	4,169.51	( 1,780.39)	31,530.49	11.68
FUEL & EQUIPMENT	125,236.00	10,436.34	2,902.75	20,872.60	10,215.24	( 10,657.36)	115,020.76	8.16
MAINTENANCE & REPAIRS	32,050.00	2,670.83	3,723.16	5,341.70	5,185.12	( 156.58)	26,864.88	16.18
BANK & FINANCE FEES	9,000.00	750.00	8,707.30	1,500.00	8,707.30	7,207.30	292.70	96.75
OTHER	1,326,100.00	110,508.33	85,286.25	221,016.70	167,361.30	( 53,655.40)	1,158,738.70	12.62
TOTAL WATER DEPARTMENT	<u>2,200,997.84</u>	<u>183,416.50</u>	<u>157,846.25</u>	<u>366,832.84</u>	<u>303,378.28</u>	<u>( 63,454.56)</u>	<u>1,897,619.56</u>	<u>0.00</u>
<u>DEBT SERVICES</u>								
TOTAL EXPENDITURES	<u>2,200,997.84</u>	<u>183,416.50</u>	<u>157,846.25</u>	<u>366,832.84</u>	<u>303,378.28</u>	<u>( 63,454.56)</u>	<u>1,897,619.56</u>	<u>13.78</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>228,002.16</u>	<u>19,000.17</u>	<u>38,244.00</u>	<u>38,000.46</u>	<u>99,876.17</u>	<u>61,875.71</u>	<u>128,125.99</u>	<u>43.80</u>

Item d.

13 -WASTEWATER  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
SEWER DEPARTMENT	<u>75,000.00</u>	<u>6,250.00</u>	<u>6,457.75</u>	<u>12,500.00</u>	<u>12,768.79</u>	<u>268.79</u>	<u>62,231.21</u>	<u>17.03</u>
TOTAL REVENUES	<u>75,000.00</u>	<u>6,250.00</u>	<u>6,457.75</u>	<u>12,500.00</u>	<u>12,768.79</u>	<u>268.79</u>	<u>62,231.21</u>	<u>17.03</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>SEWER DEPARTMENT</u>								
PERSONNEL	39,852.30	3,321.02	0.00	6,642.10	0.00 (	6,642.10)	39,852.30	0.00
LEGAL/AUDIT	1,450.00	120.84	0.00	241.60	1,250.00	1,008.40	200.00	86.21
OFFICE EQUIP & SUPPLIES	3,300.00	275.00	222.40	550.00	464.68 (	85.32)	2,835.32	14.08
FUEL & EQUIPMENT	11,700.00	975.00	0.00	1,950.00	544.00 (	1,406.00)	11,156.00	4.65
MAINTENANCE & REPAIRS	11,400.00	950.00	390.00	1,900.00	1,345.00 (	555.00)	10,055.00	11.80
BANK & FINANCE FEES	600.00	50.00	716.38	100.00	716.38	616.38 (	116.38)	119.40
TOTAL SEWER DEPARTMENT	<u>68,302.30</u>	<u>5,691.86</u>	<u>1,328.78</u>	<u>11,383.70</u>	<u>4,320.06 (</u>	<u>7,063.64)</u>	<u>63,982.24</u>	<u>0.00</u>
<u>DEBT SERVICES</u>								
TOTAL EXPENDITURES	<u>68,302.30</u>	<u>5,691.86</u>	<u>1,328.78</u>	<u>11,383.70</u>	<u>4,320.06 (</u>	<u>7,063.64)</u>	<u>63,982.24</u>	<u>6.32</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>6,697.70</u>	<u>558.14</u>	<u>5,128.97</u>	<u>1,116.30</u>	<u>8,448.73</u>	<u>7,332.43 (</u>	<u>1,751.03)</u>	<u>126.14</u>

Item d.

15 -MARINA  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
MARINA DEPARTMENT	<u>325,000.00</u>	<u>27,083.34</u>	<u>22,799.50</u>	<u>54,166.60</u>	<u>47,477.04</u>	( <u>6,689.56</u> )	<u>277,522.96</u>	<u>14.61</u>
TOTAL REVENUES	<u>325,000.00</u>	<u>27,083.34</u>	<u>22,799.50</u>	<u>54,166.60</u>	<u>47,477.04</u>	( <u>6,689.56</u> )	<u>277,522.96</u>	<u>14.61</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>MARINA DEPARTMENT</u>								
PERSONNEL	118,561.09	9,880.10	10,551.58	19,760.09	17,268.19	( 2,491.90)	101,292.90	14.56
LEGAL/AUDIT	15,000.00	1,250.00	0.00	2,500.00	0.00	( 2,500.00)	15,000.00	0.00
CAPITAL EXPENDITURES	5,000.00	416.67	0.00	833.30	0.00	( 833.30)	5,000.00	0.00
OFFICE EQUIP & SUPPLIES	8,350.00	695.84	420.08	1,391.60	940.62	( 450.98)	7,409.38	11.26
FUEL & EQUIPMENT	50,900.00	4,241.67	0.00	8,483.30	469.60	( 8,013.70)	50,430.40	0.92
MAINTENANCE & REPAIRS	5,000.00	416.67	15.00	833.30	265.00	( 568.30)	4,735.00	5.30
BANK & FINANCE FEES	3,500.00	291.67	3,212.44	583.30	3,212.44	2,629.14	287.56	91.78
	25,000.00	2,083.33	0.00	4,166.70	0.00	( 4,166.70)	25,000.00	0.00
OTHER	7,350.00	612.50	0.00	1,225.00	14,865.00	13,640.00	( 7,515.00)	202.24
TOTAL MARINA DEPARTMENT	<u>238,661.09</u>	<u>19,888.45</u>	<u>14,199.10</u>	<u>39,776.59</u>	<u>37,020.85</u>	( <u>2,755.74</u> )	<u>201,640.24</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>238,661.09</u>	<u>19,888.45</u>	<u>14,199.10</u>	<u>39,776.59</u>	<u>37,020.85</u>	( <u>2,755.74</u> )	<u>201,640.24</u>	<u>15.51</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>86,338.91</u>	<u>7,194.89</u>	<u>8,600.40</u>	<u>14,390.01</u>	<u>10,456.19</u>	( <u>3,933.82</u> )	<u>75,882.72</u>	<u>12.11</u>

Item d.

17 -HOTEL OCCUPANCY TAX  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
Hotel & Occupancy Tax	<u>10,000.00</u>	<u>833.33</u>	<u>500.00</u>	<u>1,666.70</u>	<u>1,598.43</u>	( <u>68.27</u> )	<u>8,401.57</u>	<u>15.98</u>
TOTAL REVENUES	<u>10,000.00</u>	<u>833.33</u>	<u>500.00</u>	<u>1,666.70</u>	<u>1,598.43</u>	( <u>68.27</u> )	<u>8,401.57</u>	<u>15.98</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>Hotel &amp; Occupancy Tax</u>								
OTHER	10,000.00	833.33	0.00	1,666.70	0.00	( 1,666.70 )	10,000.00	0.00
TOTAL Hotel & Occupancy Tax	<u>10,000.00</u>	<u>833.33</u>	<u>0.00</u>	<u>1,666.70</u>	<u>0.00</u>	( <u>1,666.70</u> )	<u>10,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>10,000.00</u>	<u>833.33</u>	<u>0.00</u>	<u>1,666.70</u>	<u>0.00</u>	( <u>1,666.70</u> )	<u>10,000.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>	<u>1,598.43</u>	<u>1,598.43</u> ( <u>1,598.43</u> )	<u>0.00</u>	<u>0.00</u>

Item d.

18 -FEDERAL GRANT FUNDING  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>	=====	=====	=====	=====	=====	=====	=====	=====
<u>DEPARTMENTAL EXPENDITURES</u>	=====	=====	=====	=====	=====	=====	=====	=====
<u>ADMINISTRATION</u>								
<u>WATER</u>								
<u>POLICE</u>								
<u>MAINTENANCE</u>								
<u>LIBRARY</u>								
<u>FIRE</u>	=====	=====	=====	=====	=====	=====	=====	=====



Item d.

19 -FIXED ASSET REPLACEMENT  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
DEPARTMENTAL EXPENDITURES								
19-10 ADMINISTRATION								
19-20 POLICE								
19-21 CODE ENFORCEMENT								
19-30 MAINTENANCE								
19-51 MUNICIPAL COURT								
19-61 LIBRARY								
19-62 COM. CENTER & POOL								
19-63 PPF								
19-80 FIRE								
CAPITAL EXPENDITURES	100,000.00	8,333.33	0.00	16,666.70	0.00 (	16,666.70)	100,000.00	0.00
TOTAL 19-80 FIRE	100,000.00	8,333.33	0.00	16,666.70	0.00 (	16,666.70)	100,000.00	0.00
19-90 PUBLIC SAFETY								
TOTAL EXPENDITURES	100,000.00	8,333.33	0.00	16,666.70	0.00 (	16,666.70)	100,000.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	( 100,000.00)	( 8,333.33)	0.00	( 16,666.70)	0.00	16,666.70 (	100,000.00)	0.00

Item d.

20 -CONSTRUCTION IN PROGRESS  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 16.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>								
=====								
<u>DEPARTMENTAL EXPENDITURES</u>								
=====								
<u>Administration</u>								
<u>Water</u>								
CAPITAL EXPENDITURES	0.00	0.00	91,646.46	0.00	138,379.70	138,379.70 (	138,379.70)	0.00
TOTAL Water	0.00	0.00	91,646.46	0.00	138,379.70	138,379.70 (	138,379.70)	0.00
<u>Marina</u>								
<u>Police</u>								
<u>Maintenance</u>								
CAPITAL EXPENDITURES	250,000.00	20,833.33	0.00	41,666.70	0.00 (	41,666.70)	250,000.00	0.00
TOTAL Maintenance	250,000.00	20,833.33	0.00	41,666.70	0.00 (	41,666.70)	250,000.00	0.00
<u>Library</u>								
<u>Comm Center &amp; Pool</u>								
<u>Fire</u>								
TOTAL EXPENDITURES	250,000.00	20,833.33	91,646.46	41,666.70	138,379.70	96,713.00	111,620.30	55.35
=====								
REVENUES OVER/(UNDER) EXPENDITURES	( 250,000.00)	( 20,833.33)	( 91,646.46)	( 41,666.70)	( 138,379.70)	( 96,713.00)	( 111,620.30)	55.35
=====								



## Marina November Monthly Report

- Total past due at Marina is \$328.50
- Performed final preparation for annual CORPS inspection.
  - CORPS performed the annual inspection Wednesday 15<sup>th</sup>.
  - Only minor notices to repair small items over the next 60 days.
- Inspected and adjusted cables daily
- Monitoring weather and shutting water off and draining lines if expected to be 34 degrees or less.
- Pulled all vegetation that grows on the Styrofoam.
- Daily trash removal and parking lot cleaning
- Daily dock inspection to include customer owned boat and lifts.
- Daily cleaning and removal of spider webs and bird nest to included long term spider control.
- Damage to "A" dock still in process at MDI. They have begun welding the replacement sections. Still pending update from MDI.
  - "A" dock requires replacing two 10' sections and adding ¼" plate stiffening ribs.



## Public Utilities

Item f.

8 Morgan's Point Blvd | Morgan's Point Resort, TX 76513  
[jesse.measles@mprtx.us](mailto:jesse.measles@mprtx.us) (254)534-2405

To: Honorable Mayor Dennis Green and City Council  
From: Jesse Measles, Director of Utilities  
Date: December 12, 2023  
Subject: Public Utilities Department Monthly Update

---

### November 2023

#### Water

- We welcomed a new member, Samuel Evangelista to our team.
- We repaired water leaks on Golden Poppy Loop, Oakmont Circle, Cliffwood Circle, and Port Lane.
- We repaired or replaced meter boxes and valve boxes throughout the city.
- We maintained and made minor repairs to the chemical feed systems at Pump Station 1.
- We installed one new flush valve.
- We completed 4-occupant change, 6-disconnect, 8-connect, 3-meter information, 2-meter change, and 6-miscellaneous service orders.
- We completed meter reads, 28 re-reads, and 30 lock offs for non-payment.
- We did not flush dead-end mains due to drought contingency plan restrictions.
- We sampled chlorine daily, free ammonia and monochloramines weekly and after any adjustment, submitted six coliform samples and six nitrite / nitrate samples for the month. All with good results.

#### Wastewater

- We clean, service, monitor, and adjusted our treatment system according to schedule.
- We treated a daily average of 3,091 gallons for the month.
- Our weekly average sample results were biochemical oxygen demand 2.75 mg/L, total suspended solids <2.0 mg/L, and our lowest dissolved oxygen level was 6.8 mg/L for the month.
- We completed and submitted our monthly Discharge Monitoring Reports as required by the E.P.A. and the T.C.E.Q.

#### Swimming Pool

- We maintained the pump and filter system and chemical feed system.



**Morgan's Point Re** Item g.  
 6 Lake Forest Drive  
 Morgan's Point Resort,  
 TX 76513  
 Office: (254) 742-3231

## City Council Report

### 11/30/2023 21:01:39

#### Code Enforcement

	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Year To
New Offenses	22	38	25	34	46	64	50	60	66	66	57	0	528
Old Follow-ups	22	41	26	35	52	62	52	61	68	73	62	3	557
Pet Registrations	20	5	14	11	25	20	11	15	22	10	10	0	163
Animal Handled	17	14	11	10	20	41	33	17	26	39	35	0	263
Animal Impound Invoice	0	0	0	0	0	0	0	1	0	2	2	0	5
Building Inspection	0	0	0	1	3	0	0	0	0	0	0	0	4
Certified Letter	0	0	0	1	1	4	2	11	0	1	3	0	23
Citation	0	1	1	0	8	1	1	1	0	3	1	0	17
Citizen Contact	14	19	20	35	26	30	26	30	33	32	30	0	295
Closed	0	0	0	0	0	0	0	0	0	0	0	0	0
Compliance	0	8	1	10	5	10	7	13	6	4	7	0	71
Door Hanger	1	2	1	3	0	3	1	0	2	0	5	1	19
Follow Up	0	0	0	0	0	0	0	0	0	0	0	0	0
Letter	0	4	0	2	2	4	2	13	0	1	3	0	31

Pound	3	4	5	1	2	3	9	4	2	0	2	2	07
Set Trap	5	18	2	1	5	15	14	28	35	25	14	0	Item g.
Solicitor Permit	0	1	0	0	0	0	0	0	0	0	0	0	1
Stop Work Order	1	0	0	1	0	0	0	0	0	2	0	0	4
Towed	0	0	0	0	0	0	0	0	0	0	0	0	0
Training	0	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded	0	0	3	0	1	0	0	0	4	3	2	0	13
Verbal Warning	1	4	3	12	0	8	3	4	4	12	7	0	58
Written Warning	0	0	0	1	0	0	1	0	0	1	0	0	3

### Code Violations

	Jan 2023	Feb 2023	March 2023	April 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Year To
1 General Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0
2 Animal Control	21	28	16	11	25	50	41	43	53	56	45	0	389
3 Building Regulations	1	3	4	7	7	1	3	0	4	3	1	0	34
4 Business Regulations	0	1	0	1	0	0	0	0	0	0	0	0	2
5 Fire Prevention And Protection	0	0	1	1	0	0	0	0	0	1	1	0	4
6 Health And Sanitation	0	0	1	6	13	6	4	11	3	0	6	0	50
7 Municipal Court	0	0	0	0	0	0	0	0	0	0	0	0	0
8 Offenses And Nuisances	0	1	0	6	0	4	1	2	4	3	2	0	23
9 Personnel	0	0	0	0	0	0	0	0	0	0	0	0	0
10 Subdivision Regulation	0	0	0	0	0	0	0	0	0	0	0	0	0
11 Taxation	0	0	0	0	0	0	0	0	0	0	0	0	0
12 Traffic And Vehicles	0	3	1	0	1	2	0	2	0	0	1	0	10
13 Utilities	0	0	1	0	0	0	0	2	0	0	1	0	4
14 Zoning	0	2	1	2	0	1	1	0	2	3	0	0	12

*Item g.*

*Item g.*



# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – NOVEMBER 2023

### INTRODUCTION & HIGHLIGHTS

The amount of Calls for Service for the month increased slightly from the previous month. The amount of traffic stops conducted by the department more than doubled from the previous month which resulted in an increase in the amount of warnings and citations issued. The amount of reports generated decreased slightly from the previous month, however the amount of arrests more than doubled from the previous month.

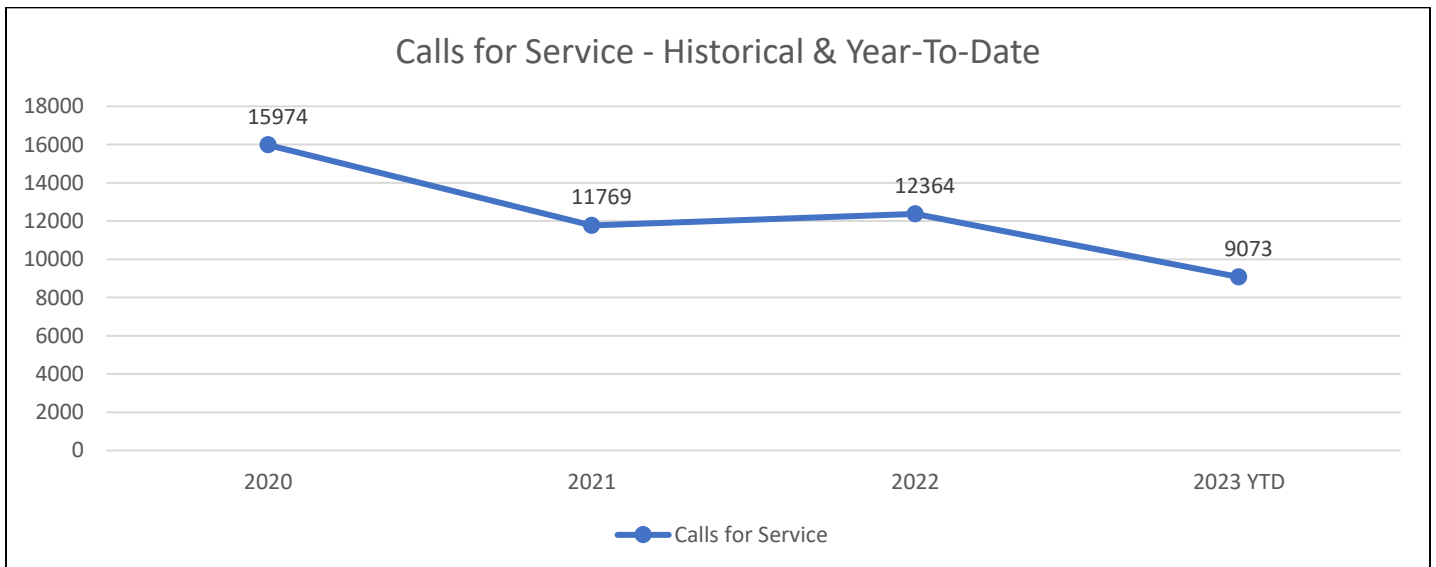
We have some staff, equipment, and project updates (Pages 3 and 4) to highlight.

Please continue to read through our report for more details.

### DEPARTMENT STATISTICS

	Current Month	Previous Month	% Change
Calls for Service*	722	701	2.99572% increase
Average Response Time (P3 and above events)	4.02 Minutes	3.97 Minutes	1.25945% increase
Traffic Stops	271	124	118.548% increase
Citations	70	45	55.5556% increase
Warnings	196	75	161.333% increase
Reports	24	26	7.69231% decrease
Arrests	15	7	114.286% increase
Reserve Officer Hours	10	12	16.6667% decrease

Note: These statistics represent reported and self-initiated 'Calls for Service' and not verified offenses. Detailed statistics are attached at the end of this report.

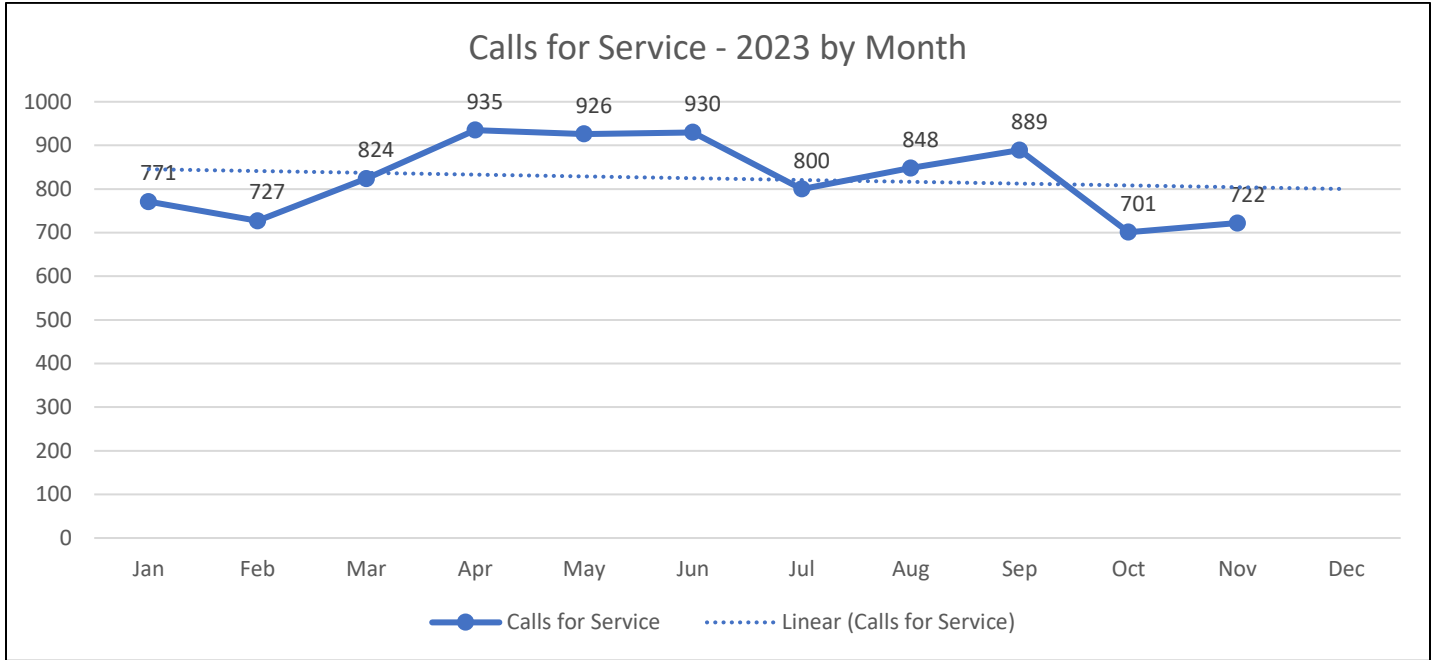


# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – NOVEMBER 2023



## OFFENSES AND REPORTS

During the month, our department had the following incidents or offenses that were documented:

OFFENSE TYPE / TITLE	COUNT
CITY WARRANT FOR OTHER AGENCY	2
CRIMINAL WARRANT ARREST FOR OTHER AGENCY	1
DRIVING WHILE INTOXICATED	1
DRIVING WHILE LICENSE SUSPENDED REVOKED CANCELED OR DENIED	4
FAIL TO REPORT ACCIDENT TO POLICE DEPT	1
INFORMATION ONLY	1
POSS CS PG 1/1-B >=1G<4G	1
POSS CS PG 1/1-B >=4G<200G	1
POSSESSION DRUG PARAPHERNALIA	5
POSSESSION CONTROLLED SUBSTANCE GROUP 2	1
POSSESSION MARIJUANA TWO - FOUR OUNCES	1
POSSESSION MARIJUANA UNDER 2 OUNCES	3
THEFT MISDEMEANOR OTHER NOT SPECIFICALLY CLASSIFIED	1
UNLAWFUL POSSESSION OF FIREARM BY FELON	1
<b>TOTAL REPORTS:</b>	<b>24</b>

# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – NOVEMBER 2023

### STAFF, EQUIPMENT, AND PROJECT UPDATES

We received the eight (8) Stryker CR2 AEDs that were purchased and have deployed those units to our vehicles. Of the fourteen (14) Zoll AEDs and one (1) Lifepak AED sent for trade, one (1) Zoll AED made in 2004 failed to pass and was ultimately recycled. The City awaits a refund check for those traded units. A few months ago, we were able to purchase replacement mobile radar units for our vehicles with grant funds obtained through the Southwest Border Rural Law Enforcement Assistance Program. The installation of those units was done in-house, and we were able to complete the installation of all those units this month. With budgetary funds we purchased three (3) Harris XL-150P portable radios and through a partnership with CTCOG, we were able to purchase an additional two (2) more radios – some of these radios are already being used by officers in the field and others will be issued in the coming month. The radios being replaced by these purchases will remain with the department to be utilized with reserve personnel or for disasters and special events.

#### Department Personnel:

We want to congratulate and thank Sergeant Todd Hodge for 9 years of service as a Peace Officer to the City of Morgan's Point Resort. We also want to thank and congratulate Officer Eric Vazquez for 6 years of service as a Peace Officer to the State of Texas. Cadet Jordan Richards is still in the Basic Peace Officer Course (Night) at Central Texas College and is nearing completion in the coming months.

Name	Rank	TCOLE Certification	Tenure with City	Total Time as Peace Officer
Matthew Schuetze	Chief of Police	Master	12 Years, 3 Months	17 Years, 1 Month
Todd Hodge	Sergeant	Advanced	9 Years, 0 Months	10 Years, 3 Months
Gus McMillen	Officer	Master	15 Years, 9 Months	15 Years, 9 Months
Joshua Boersma	Officer	Intermediate	4 Years, 4 Months	4 Years, 7 Months
Michael Nipper	Officer	Master	14 Years, 8 Months	18 Years, 5 Months
Matthew Thompson	Officer	Master	12 Years, 7 Months	12 Years, 7 Months
Kyle Newsom	Officer	Advanced	7 Years, 6 Months	7 Years, 6 Months
Eric Vazquez	Officer	Advanced	9 Months	6 Years, 0 Months
Travis Anderson	Officer	N/A	9 Months	9 Months
Raul Vidro	Corporal	Advanced	14 Years, 6 Months	14 Years, 8 Months

Total Combined Service Time to City: 92 Years, 1 Month

Total Combined Peace Officer Experience of Department: 106 Years, 11 Months

# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – NOVEMBER 2023

### Departmental Vehicles:

All vehicles are operational. The replacement for Unit 1532 has been produced by General Motors and should be delivered to the dealership soon. After dealership delivery, we will take our place in the upfit queue.

Unit Number	Year	Mileage	Make / Model	Assigned To
1501	2019	49,141	Chevrolet Silverado 1500	Matthew Schuetze
1502 (K9)	2015	94,334	Ford Interceptor Utility	Michael Nipper
1503	2020	38,520	Ford Interceptor Utility	Todd Hodge
1504	2020	34,822	Ford Interceptor Utility	Gus McMillen
1505	2017	74,493	Ford Interceptor Utility	Travis Anderson
1506	2023	2,194	Chevrolet Tahoe 9C1	Joshua Boersma
1507	2020	40,359	Ford Interceptor Utility	Matthew Thompson
1508	2023	3,220	Chevrolet Tahoe 9C1	Kyle Newsom
1509	2019	74,778	Ford Interceptor Utility	Eric Vazquez
1515	2014	122,240	Chevrolet Tahoe	-
1517	2014	110,009	Chevrolet Tahoe	-
1532	2008	102,376	Ford F-150	Jay Montgomery

Respectfully submitted,

*Matthew D. Schuetze*

Matthew D. Schuetze, AAS-CJ  
Chief of Police

- Attachments:** Agency Monthly Report from Bell County Communications (4 Pages)  
FLOCK LPR Camera Report (2 Pages)  
Morgan's Point Resort Dive Team Status Report (3 Pages)  
Morgan's Point Resort Dive Team Attendance Tracker (1 Page)

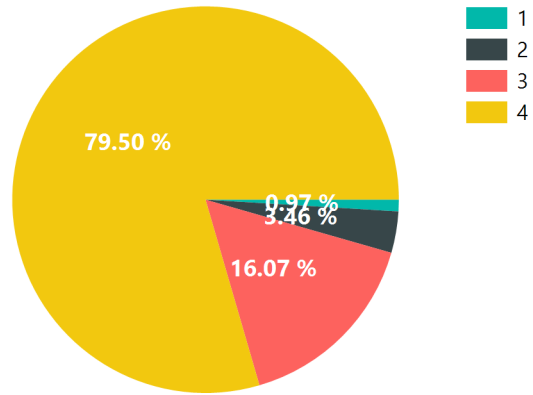
# Monthly Report - MPPD

Previous Month



Event Priority	Event Count
1	7
2	25
3	116
4	574
<b>Total</b>	<b>722</b>

Event Priority



Event Priority	Response Time	Start To Add Time	Add To Disp Time	Disp To En Rte Time	En Rte To Arv Time	Arv To Close Time
1	201	22	17	20	214	908
2	179	36	87	37	213	651
3	198	51	105	22	297	743
4	1	0	1	0	162	667

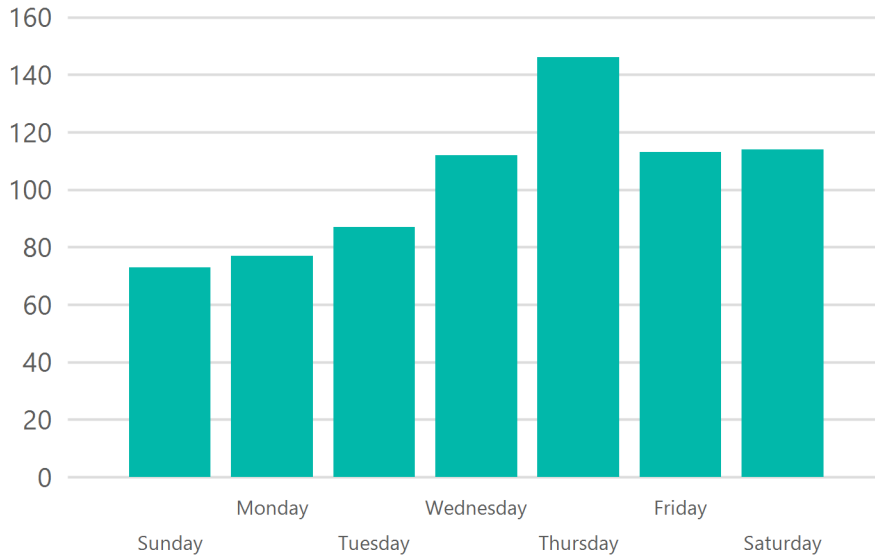
(Response times in seconds.)

# Monthly Report - MPPD

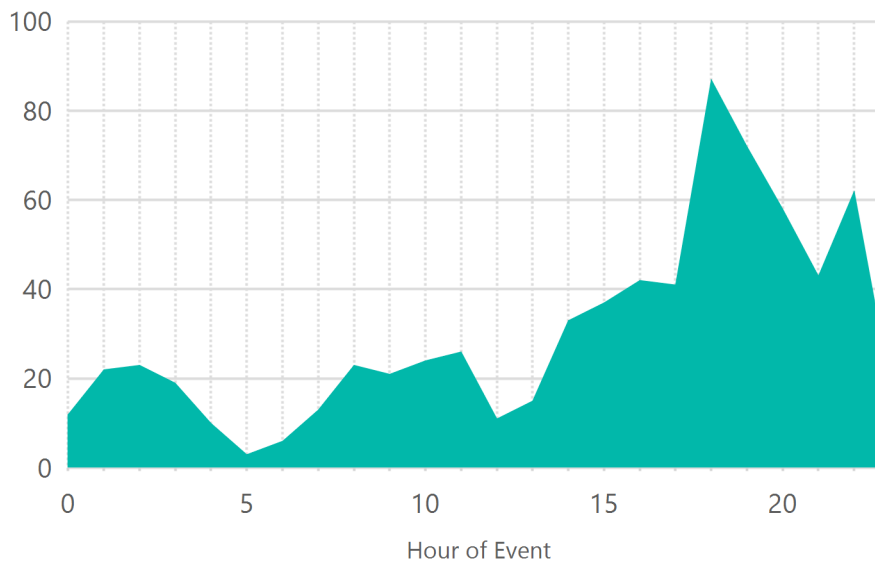
Previous Month



Event Counts by Day of Week



Event Counts by Hour of Day (24 hour)



# Monthly Report - MPPD

Previous Month



## Event Counts by Type

	Event Type	Event Count
TRAFFIC STOP		271
BUILDING CHECK		147
AREA CHECK		82
CITIZEN CONTACT		38
ANIMAL		30
MEET WITH COMPLAINANT		28
HOUSE WATCH		26
ESCORT		13
ADMIN DUTIES		11
SUSPICIOUS		8
911		8
ALARM		7
ASSAULT/SEXUAL ASSAULT		5
FALLS		4
DISABLED VEHICLE		4
CHEST PAIN (NON-TRAUMATIC)		3
TRAFFIC/TRANSPORTATION ACCIDENTS		3
WELFARE CONCERN		3
WARRANT SERVICE		2
CRIMINAL MISCHIEF		2
UNCONSCIOUS/FAINTING (NEAR)		2
SICK PERSON		2
TRANSFORMER ARCING		2
VIOLATION CITY/CNTY ORDNANCE		1
RUNAWAY		1
STROKE		1

# Monthly Report - MPPD

Previous Month

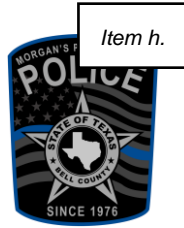


BURGLARY OF A HABITATION	1
ASSIST OTHER AGENCY	1
SEX OFFENSE	1
ROBBERY	1
BREATHING PROBLEMS	1
ENDANGERED	1
STILL ALARM CAR DUMPSTER ETC	1
STRUCTURE FIRE	1
TRAUMATIC INJURIES (SPECIFIC)	1
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	1
DELIVER MESSAGE	1
ABDOMINAL PAIN/PROBLEMS	1
RECKLESS DRIVER	1
CRIMINAL TRESPASS	1
DIABETIC PROBLEMS	1
STAB/GUNSHOT/PENETRATING TRAUMA	1
	2
<b>Total</b>	<b>722</b>

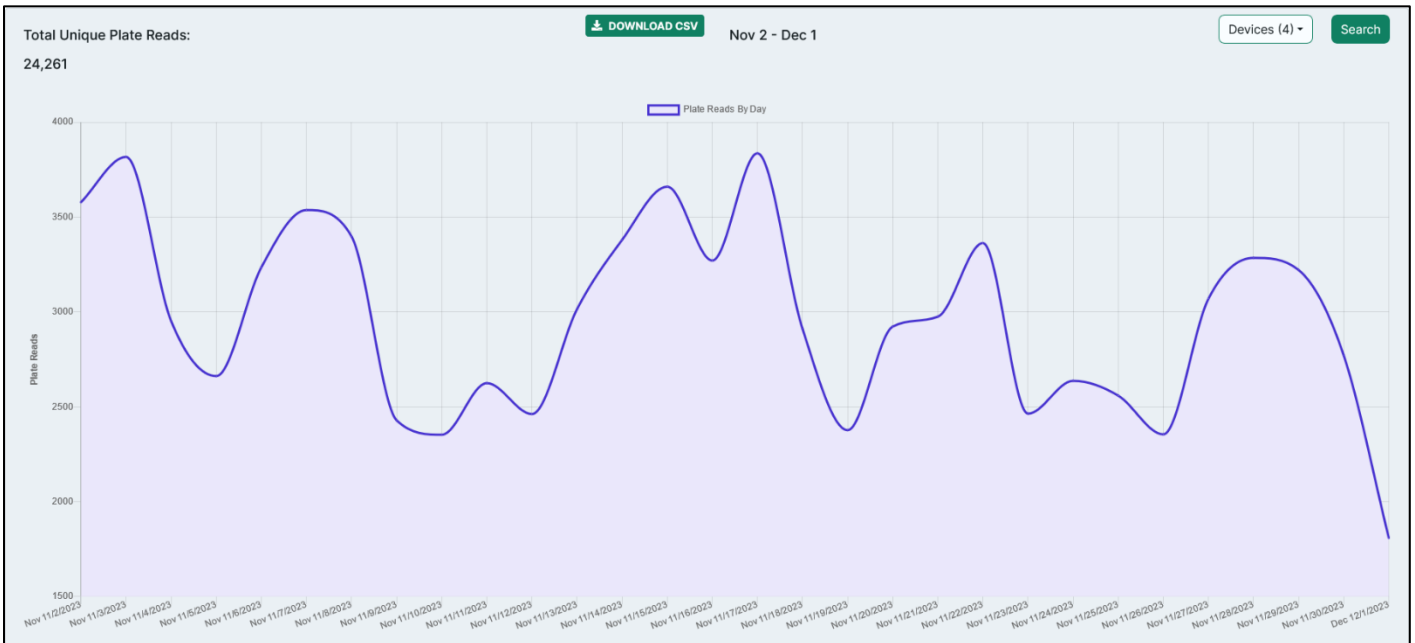
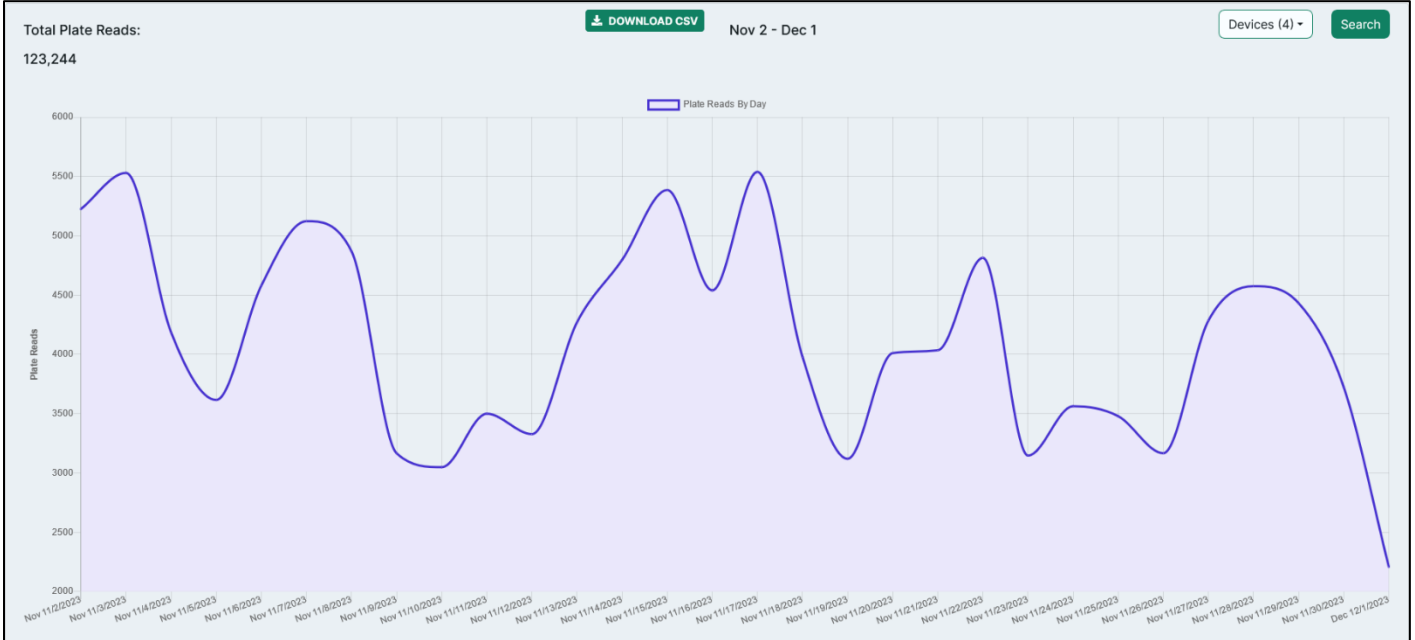


# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

FLOCK LPR CAMERA REPORT – NOVEMBER 2023



## STATISTICAL DATA & GRAPHS



NOTE: Unique plate reads identify the overall number of individual vehicles that pass your network of cameras within a 30 day time frame. A single unique plate read is defined as any plate that passes by any camera in a network on a given day. If plate ABC1234 drives by Camera 1 and Camera 3, it will show up as a unique plate read for each camera when filtered down, but only show up once in the total.

## SYSTEM USE / HITS FOR THIS MONTH ONLY:

November 11, 2023 – Warrant Hit: Department received hit on a motorcycle attached to a felony warrant for arrest out of Austin Police Department for Continuous Sexual Assault of a Child. Officers attempted to locate the motorcycle but were unable to locate.

# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

FLOCK LPR CAMERA REPORT – NOVEMBER 2023

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November 19, 2023 – Stolen Vehicle Hit: Tow truck hauling a recovered stolen vehicle traveled through the City prior to the originating agency hat time to remove the vehicle from the system.

November 22, 2023 – Stolen Vehicle Hit: Camera mis-read the license plate. No stop conducted. This mis-read was reported to Flock Safety for improvement.

## TRANSPARENCY PORTAL:

This will be the last Flock LPR Camera report produced.

With the help of Flock Safety, we have launched a Transparency Portal that is available to anyone with an internet connection and a browser. The transparency portal will provide the public with What's Detected, What's Not Detected, Acceptable Use Policy, Prohibited Uses, Access Policy, Hotlist Policy, Data retention (in days), Number of owned cameras, External organizations with access, Hotlists Alerted On, Vehicles detected in the last 30 days, Hotlist hits in the last 30 days, Searches in the last 30 days, and provide access to the Morgan's Point Resort Police Department ALPR General Order.

A link to the Transparency Portal has been published on our City website.

Here is a direct link to the portal: <https://transparency.flocksafety.com/morgans-point-resort-tx-pd>



# Morgan's Point Resort Dive Team Status Report

November 28, 2023

## Dive Team Overview

Chief Of Police	Matthew Schuetze
Dive Team Coordinator	Gus McMillen
Deputy Coordinator - Incident Coordinator	Leonard Holdridge
Deputy Coordinator - Incident Coordinator	Tony Maskunas
Assistant - Incident Coordinator	Gary Belbeck

## 2023 Operational Summary

Body Recovery	4
Vehicle Recovery	1
Calls For Assistance	11

## Summary

### Executive Briefing

- 11 Dive team personnel aided with the 11/03/23 & 11/04/23 ARMY Fort. Cavazos Call Out for Assistance.

Dive team members are reminded to.

1. Gear packed and ready to go.
2. Lay out personal 6x8 tarp.
3. Caps on tank= Full.
4. Caps off = Empty.



## Key Activities

Activity	Date	Address	Status
Dive Team Training- Classroom.	February 13 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training- Classroom.	March 13 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training- On Site.	March 20 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training- Dive.	April 17 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training – Classroom.	May 22nd 2023	Morgan's Point Police HQ.	Complete
Dive Team Training-POOL.	June 12 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training- POOL	July 18 <sup>th</sup> , 2023	Morgan's Point Police HQ.	Complete
Dive Team Training	August 21 <sup>st</sup> 2023	Morgan's Point Police HQ.	Complete
Dive Team Training	September 18th 2023	Morgan's Point Police HQ.	Complete
Wacky Open and Cardboard Boat Race	October 7th 2023	Morgan's Point Police HQ.	Complete
Dive Team Training.	November 20th 2023	Morgan's Point Police HQ.	Complete

## Morgan's Point Dive Team Facebook Statistics

### Location

Cities Countries

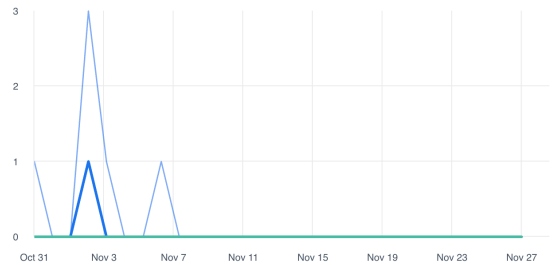
Morgans Point Resort, TX	25
Belton, TX	24
Temple, TX	23
Killeen, TX	13
Grantsburg, WI	5

### Follower activity

A look at your new followers, net followers and people who unfollowed. Metrics are estimated.

Oct 31, 2023 - Nov 27, 2023

1 New followers 6 Previous period 0 People who unfollowed  
0 Previous period



### Content overview

Explore noteworthy trends from the content you recently created and shared.

Facebook posts

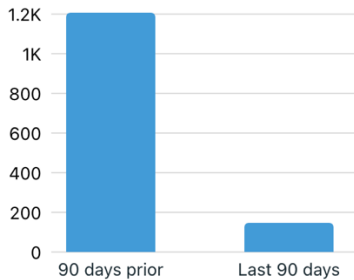
Facebook stories

### Reach

Post reach ⓘ

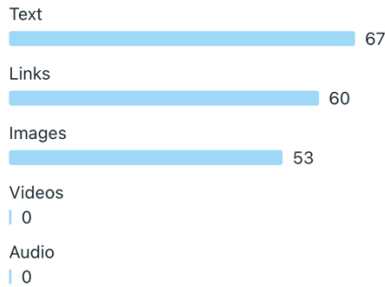
147 ↓ 87.8%

Total from last 90 days vs 90 days prior



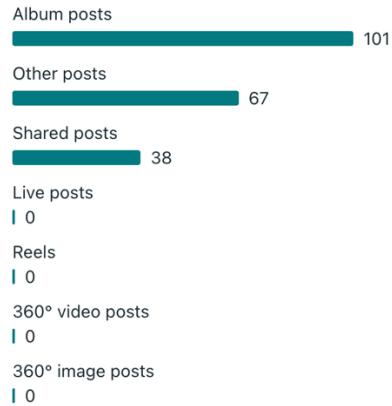
### Median post reach per media type ⓘ

For posts created in the last 90 days



### Median post reach per content format ⓘ

For posts created in the last 90 days



Posts and Stories | Media type | Filter | Clear | Search by ID or caption | Columns

Title	Type	Date published ↓	Reach ⓘ ↑↓	Impressions ⓘ ↑↓	Interactions ⓘ ↑↓
This post has no text Morgans Point Resort Dive Team	Boost post   Post	Sat Nov 4, 1:17pm	93 Reach	96 Impressions	11 Interactions
This post has no text Morgans Point Resort Dive Team	Boost post   Post	Sat Nov 4, 1:09pm	94 Reach	95 Impressions	13 Interactions
Members of the MPRDT assisted today and S... Morgans Point Resort Dive Team	Boost post   Post	Fri Nov 3, 10:59pm	60 Reach	64 Impressions	14 Interactions

## Follower activity

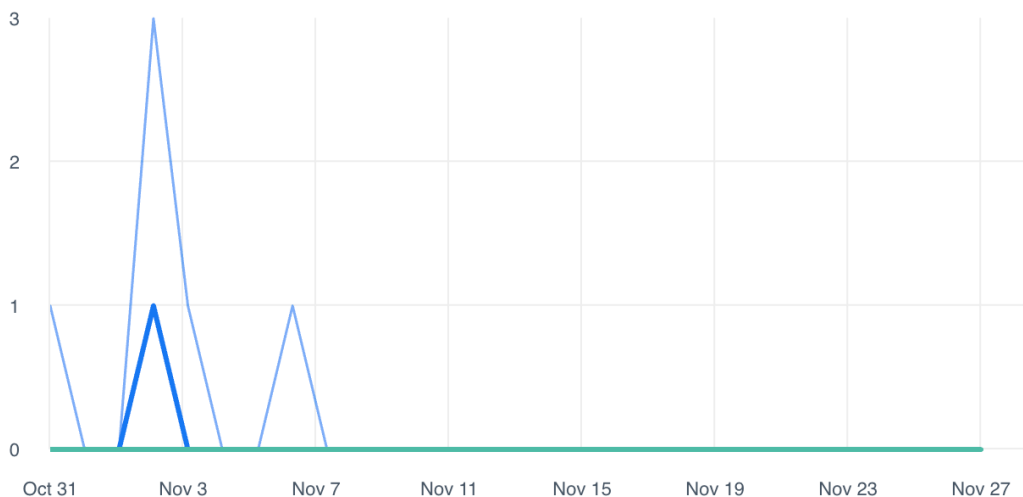


A look at your new followers, net followers and people who unfollowed. Metrics are estimated.

Oct 31, 2023 - Nov 27, 2023

1 New followers | 6 Previous period | 0 People who unfollowed

0 Previous period



### Content overview

Explore noteworthy trends from the content you recently created and shared.

Facebook posts

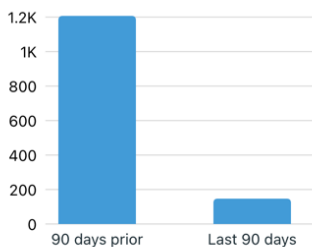
Facebook stories

### Reach

Post reach ⓘ

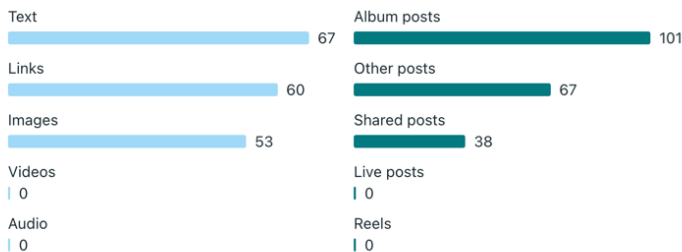
147 ↓ 87.8%

Total from last 90 days vs 90 days prior



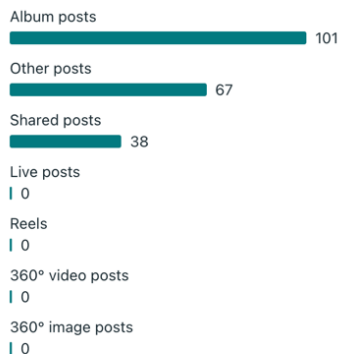
### Median post reach per media type ⓘ

For posts created in the last 90 days



### Median post reach per content format ⓘ

For posts created in the last 90 days





# Morgans Point Resort Dive Team - Attendance Tracker 2023

Item h.

First Name	Last Name	Role	Status	01/16/23	01/19/23	02/18/23	02/20/23	03/07/23	03/13/23	03/17/23	03/20/23	04/17/23	05/22/23	06/18/23	06/19/23	06/20/23	06/24/23	07/18/23	08/03/23	08/04/23	08/12/23	08/21/23	09/18/23	10/07/23	11/03/23	11/04/23	Total Hours
				Training	Dive Team Callout 3	Dive Team Callout 4	Training	Dive Team Callout 4	Training	Dive Team Callout 5	Training	Training	Training	Dive Team Callout 6	Dive Team Callout 7	Training	Public Safety Demo	Training	Dive Team Callout 8	Dive Team Callout 9	Summer Reading	Training	Training	Training	Training	Bellon Boat Race	FT CAVAZOS Call Out #1
Gary	Belbeck	Assistant Incident Coordinator	Active	3.00	2.00	1.00	2.00	2.00	2.00	2.00	3.00	2.00	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00	1.00	60.00
Addison	Buckner	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	3.00	0.00	0.00	0.00	0.00	25.00
Jemy	Cruz	Rescue Diver	Active	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	3.00	6.00	8.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33.00
Rachael	Dahein	Rescue Diver	Active										3.00	6.00	8.00	3.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	0.00	12.00	10.00	46.00
Louie	DeMarre	Rescue Diver	Active	3.00	0.00	0.00	0.00	0.00	3.00	0.00	3.00	3.00	3.00	6.00	3.00	3.00	3.00	0.00	0.00	0.00	4.00	0.00	3.00	4.00	0.00	0.00	62.00
Bill	Ford	Rescue Diver / Instructor	Active	3.00	4.00	0.00	3.00	4.00	3.00	4.00	3.00	3.00	3.00	6.00	3.00	3.00	0.00	3.00	4.00	0.00	0.00	0.00	0.00	0.00	12.00	0.00	79.00
Todd	Gardner	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	18.00
Hunter	Harrison	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	4.00	0.00	3.00	0.00	0.00	12.00	0.00	28.00
Leonard	Holdridge	Rescue Diver / Incident Commander	Active	2.00	6.00	1.00	3.00	6.00	0.00	6.00	3.00	3.00	3.00	8.00	10.00	0.00	0.00	3.00	4.00	4.00	4.00	0.00	3.00	0.00	0.00	0.00	70.00
Tony	Maskunas	Rescue Diver / Incident Commander	Active	3.00	0.00	4.00	3.00	0.00	0.00	0.00	3.00	3.00	3.00	6.00	0.00	0.00	0.00	3.00	4.00	0.00	0.00	3.00	3.00	0.00	0.00	0.00	56.00
Sydney	McBride	Rescue Diver	Active									3.00	3.00	0.00	0.00	0.00	0.00	3.00	0.00	4.00	0.00	3.00	3.00	4.00	12.00	10.00	45.00
Gus	McMillen	Dive Team Coordinator	Active	3.00	4.00	0.00	3.00	0.00	3.00	0.00	3.00	3.00	3.00	6.00	2.00	3.00	3.00	3.00	4.00	0.00	0.00	3.00	3.00	4.00	12.00	10.00	99.00
Christopher	Metcalf	Rescue Diver	Active										3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Mathew	Neelley	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	3.00	0.00	0.00	0.00	0.00	25.00
Jose	Rios	Rescue Diver	Active	0.00	0.00	0.00	3.00	0.00	3.00	0.00	3.00	3.00	3.00	8.00	8.00	3.00	0.00	3.00	0.00	0.00	4.00	3.00	0.00	0.00	12.00	0.00	85.00
Kenneth	Siegle	Rescue Diver	Active	3.00	4.00	0.00	3.00	4.00	3.00	4.00	3.00	3.00	3.00	6.00	8.00	3.00	0.00	0.00	0.00	4.00	0.00	3.00	3.00	0.00	12.00	10.00	91.00
Aaron	Sandeers	Rescue Diver	Active	3.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00
Mark	Wilkerson	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00
Robert	Primmer	Rescue Diver	Active	0.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	3.00	3.00	6.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	51.00
Glen	Stonebrook	Rescue Diver	Active	3.00	0.00	0.00	3.00	0.00	0.00	0.00	3.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	4.00	0.00	3.00	3.00	0.00	0.00	0.00	38.00
Victor	Hall	Rescue Diver	Active	0.00	4.00	0.00	0.00	0.00	3.00	4.00	3.00	3.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	0.00	12.00	0.00	50.00
Ian	Combs	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
Tyler	McEwen	Rescue Diver	Active	3.00	0.00	0.00	3.00	0.00	3.00	0.00	3.00	3.00	3.00	6.00	8.00	3.00	3.00	3.00	4.00	4.00	0.00	3.00	3.00	0.00	0.00	0.00	61.00
Iyod	loosp	Probanary Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00





# City Council Agenda Item Form

**Date Submitted:** 12/5/2023  
**Agenda Date Requested:** 12/12/2023

**Agenda Item Title:** 7b  
Discuss and Consider  
Variance for Extended Porch at 4 N Archer  
**Funds Required:** N/A  
**Funds Available:** N/A

**Council Action Requested:**  
 Ordinance  
 Resolution  
 Motion  
 Discussion

**Agenda Item Summary:**  
This variance request was brought before Planning and Zoning at their December 5, 2023 meeting. A public hearing was held and discussion followed with Planning and Zoning passing a motion to approve the request.  
The council has the discretion to either approve or deny the requested variance.



### City of Morgan's Point Resort Building Permit Review


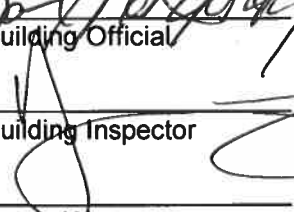
The attached information is submitted for your review of the building permit requirements. The permit is for construction located at:

#### 4 N ARCHER DR

Section: 8A Block: 005 Lot: 0009

Permit Number: **2023-0332**

Type: **EXTENDED PORCH**

	Approved / <u>Disapproved</u>	<u>9-27-23</u>
Building Official		Date
	Approved / Disapproved	<u>9-26-23</u>
Building Inspector		Date
Public Works Director	Approved / Disapproved	Date

Comments: Will extend 4' more into the  
front building setback than the existing  
porch already does. Project would result  
in 8' encroachment.

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# 4 N ARCHER DR

Permit Number: 2023-0332

Date: 9/22/2023

Type: EXTENDED PORCH

Section: 8A

Block: 005

Lot: 0009

Applicant: DAVID RASCOE



## Inspections

T-Pole: \_\_\_\_\_ Driveway: \_\_\_\_\_

Plumbing RI: \_\_\_\_\_ Conditional Elec: \_\_\_\_\_

Foundation: \_\_\_\_\_ Plumbing Final: \_\_\_\_\_

Framing: \_\_\_\_\_ Mechanical Final: \_\_\_\_\_

Mechanical RI: \_\_\_\_\_ Electrical Final: \_\_\_\_\_

Plumbing TO: \_\_\_\_\_ Final and C O: \_\_\_\_\_

Electrical RI: \_\_\_\_\_ Sprinkler: \_\_\_\_\_

Insulation: \_\_\_\_\_ Storage Building: \_\_\_\_\_

OTHER: \_\_\_\_\_ Comments: \_\_\_\_\_

### DATE

SUBMITTED TO CITY: 9-22-23

ENTERED IN SYSTEM: 9-22-23

SUBMITTED TO BCH DEPT: 9-22-23

APPROVED BY BCH DEPT: 9-25-23

SUBMITTED TO BI REVIEW: 9-25-23

BI REVIEW COMPLETED: \_\_\_\_\_

PERMIT ISSUED: \_\_\_\_\_

### PROCESS COMPLETED BY

[Signature]

[Signature]

[Signature]

[Signature]

[Signature]

### BACKFLOW SUBMITTED ON: RECEIVED BY:

\_\_\_\_\_

\_\_\_\_\_

9-25-23  
NO permit  
[Paperclip]



**Bell County Public Health District**  
Building Permit Application  
**CITY OF MORGAN'S POINT RESORT**

Home Addition  
Pool  
Deck  
Retainer Wall

Building  
Sprinkler System  
Driveway  
Other Extended Porch

Property Address: 4 N Archer Dr  
Legal Description: Section 8 A, Block 005, Lot 0009  
Property Owner: DAVID RUSSELL Property ID# 77983  
Phone Number: (501) 278-0060

**APPROVED**

**DENIED**

Josh Langley  
Bell County Public Health District Inspector

9-25-23  
Date

**Additional Comments:**

Front Porch extension  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Bell County Public Health District**  
Building Permit Application  
**CITY OF MORGAN'S POINT RESORT**

Home Addition  
Pool  
Deck  
Retainer Wall

Building  
Sprinkler System  
Driveway  
Other *Extended Poreh*

Property Address: 4 N Archer Dr  
Legal Description: Section 8 A, Block 005, Lot 0009  
Property Owner: DAVID PASCOE Property ID# 77983  
Phone Number: (501) 278-0060

APPROVED

DENIED

\_\_\_\_\_  
Bell County Public Health District Inspector

\_\_\_\_\_  
Date

**Additional Comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**City of Morgan's Point Resort Building Permit Application**

Item b.

**Property Address:** 4 N Archer Dr

**Instructions:** Construction plans and specifications must accompany this completed application. Plans and specifications must include the following information:

- |     |   |
|-----|---|
| 1.  | <b>LEGAL SURVEY</b> – for permanent structures such as Residences and/or Mobile Homes   |
| 2.  | <b>PLOT PLAN</b> – drawn to scale to include the property dimension, set back distance from property lines, all existing structures to include septic location and driveway, and finally proposed structures.<br>(See attached example: Illustration of Zoning Standards)           |
| 3.  | <b>FOUNDATION DETAIL DRAWING</b> consisting of cross sections, reinforcing steel, and plasticity test.  |
| 4.  | <b>CONSTRUCTION BLUEPRINTS</b> with elevations and/or photographs of mobile homes (include year model and serial number of mobile home), storage buildings, fences, and carports  |
| 5.  | <b>SIGNED CERTIFICATE OF COMPLIANCE</b> (blank form is included in this packet)   |
| 6.  | <b>WATER LINE LOCATION</b> performed by the City at the request of Property Owner or Contractor (blank form is included in this packet) NOTE: This form must be approved by the Health Department before a septic permit is issued.   |
| 7.  | <b>BELL COUNTY HEALTH DEPARTMENT septic evaluation</b> and approval for new residences and new mobile homes, as per Resolution 7-89. You may contact the Bell County Health Department at (254) 778-7557.   |
| 8.  | <b>MANUAL J &amp; RESCHECK or COMMERICAL CHECK CERTIFICATION</b> with working papers  |
| 9.  | <b>TXDOT PERMITTED ACCESS</b> for developments along State Highway frontage. For more information call (254) 939-3778.  |
| 10. | <b>DRAINAGE STUDY</b> for property in low or poor drainage areas – check maps in this packet or as directed by the Water Sup or the Building Official.  |
| 11. | <b>CUSTOMER SERVICE INSPECTION CERTIFICATION</b> for new construction or existing service where contaminant hazards are suspected or major renovation or expansion of distribution facilities (a signed and dated original must be submitted to the City of Morgan's Point Resort). |
| 12. | <b>BACKFLOW PREVENTION TESTING FORM</b> must be completed for each assembly tested (a signed and dated original must be submitted to the City of Morgan's Point Resort when installed).   |

**NOTICE:**

**ONLY DIRT WORK MAY BE STARTED BEFORE A BUILDING PERMIT IS ISSUED.** Dirt work is defined as clearing a lot and tilling the soil but does not include the setting of a PAD for foundation. Residential structures will not be habitable until the building official issues a CERTIFICATE of OCCUPANCY. Water taps are separate from building permit fees and must be paid by a separate check (a water tap application is provided in this packet). Lawn sprinkler systems must include documentation for the installation and testing of a backflow preventer. A Customer Service Inspection Certificate must be completed prior to Certificate of Occupancy. You may call **Virgil Thompson 254.718.4376** with specific questions. **Permits usually take one week for approval. Permit Fees must be paid before issuance of permit and are non-refundable after permit is issued. Incomplete applications, surveys, drawings and/or missing photographs will delay approval.**

I have read and understand these instructions Daryl Reeves

Date 9/22/23

**Property Owner**

# City of Morgan's Point Resort Building Permit Application

Property Address: 4 North Archer

Legal Address: Section 8A Block 005 Lots: 0009

Applicant: DAVID RASCOE Phone: 501-278-0060

Address: 4 North Archer

Property Owner: DAVID & BRENDA RASCOE Phone: 501-278-6663

Address: 4 NORTH ARCHER DR BOTTOM TX 76513 501-278-0060

General Construction Contractor: ASSETS Phone: \_\_\_\_\_

Address: CAME

Electrical Contractor: N/A Phone: \_\_\_\_\_

Address: \_\_\_\_\_ License # \_\_\_\_\_ Insurance

Plumbing Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ License # \_\_\_\_\_ Insurance

Mechanical Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Describe improvement to be constructed (Sprinkler, storage bldg, etc.):  
EXTENDING FR PORCH

Estimated Cost of Improvements to be constructed: (OPTIONAL) ~~1500.00~~ to ~~2500.00~~ 3500.00

Aggregate Building Area (measured in square feet): \_\_\_\_\_

Lot Area (measured in square feet): \_\_\_\_\_

Living Area (measured in square feet): \_\_\_\_\_

### Material List

Floor: _____	Roof: _____	Masonry (%): _____
Walls: _____	Fire Walls: _____	
Ceiling: _____	Siding: _____	

### For new residences and mobile homes

Number of Floors: \_\_\_\_\_ Number of Bathrooms: \_\_\_\_\_

Number of Bedrooms: \_\_\_\_\_



# City of Morgan's Point Resort Certificate of Compliance

The undersigned owner of Morgan's Point Resort City:

Hereby authorizes \_\_\_\_\_

To make application to the City Building official of the City of Morgan's Point Resort, Texas, for the issuance of a building permit for the undersigned to build the following improvement on said property:

extending porch 37 X 8 ft

*(Generally describe the improvements to be constructed)*

Said improvements, when completed, will be used for the following purposes:

I/We certify that I/We will comply with all requirements of Ordinance 4-1, of the City of Morgan's Point Resort. I hereby certify that I have received a copy of Ordinance 4-1, Building Code. From the City of Morgan's Point Resort, Texas.

Dated this the 9/22 day of 23

Signature: \_\_\_\_\_

*Owner*

Signature: \_\_\_\_\_

*Builder/Contractor*

Signature: [Handwritten Signature]  
*Owner/Contractor*

OFFICE USE ONLY: RECEIPT NUMBER \_\_\_\_\_  CASH  CHECK  CREDIT



PERMIT FEES PAID

*Extended Porch* 40.00  
Building: \$ \_\_\_\_\_

Square Footage: \_\_\_\_\_ X 0.06

Manufactured Home: \$ \_\_\_\_\_

Square Footage: \_\_\_\_\_

Storage Building: \$ \_\_\_\_\_

Square Footage: \_\_\_\_\_

Fence: \$ \_\_\_\_\_

Electrical: \$ \_\_\_\_\_

Deck: \$ \_\_\_\_\_

Plumbing: \$ \_\_\_\_\_

Roof: \$ \_\_\_\_\_

Mechanical: \$ \_\_\_\_\_

Hot Water Heater: \$ \_\_\_\_\_

Foundation: \$ \_\_\_\_\_

Solar Panels: \$ \_\_\_\_\_

Framing: \$ \_\_\_\_\_

Insulation: \$ \_\_\_\_\_

Driveway & Flatwork: \$ \_\_\_\_\_

Certificate of Occupancy: \$ \_\_\_\_\_

Carport: \$ \_\_\_\_\_

Sprinkler System: \$ \_\_\_\_\_

Swimming Pool: \$ \_\_\_\_\_

Meter Tap: \$ \_\_\_\_\_

Backflow Deposit: \$ **200.00** (to be refunded upon receiving completed test within seven days of the backflow test)

PERMIT TOTAL: \$ *40.00*



**TURLEY**  
 ENGINEERING & SURVEYING  
 ENGINEERING FIRM NO. 1656  
 SURVEY FIRM NO. 10069000  
 301 N. 3RD ST.  
 TEMPLE, TEXAS 76501  
 WWW.TURLEY-ENG.COM  
 817-253-2800



KNOW ALL MEN BY THESE PRESENTS, that I Michael E. Alvis, a Registered Professional Land Surveyor in the State of Texas, do hereby certify that this survey was this day made on the ground of the property described herein and is correct and that there are no discrepancies, conflicts, shortages in the area, easements, and right-of-ways except as shown hereon, that this tract of land has access to and from a public road, and I have marked all corners with monuments. This Survey substantially complies with the current Texas Society of Professional Surveyors Manual of Practice requirements for a Category 1A, Condition 3, TSPS Land and Title Survey. This Property is not within the Special Flood Hazard Area as per the Federal Emergency Management Agency Federal Insurance Administration Map No. 48027C0175E, dated September 26, 2008.

IN WITNESS THEREOF, my hand and seal, this the 6th day of April 2023.

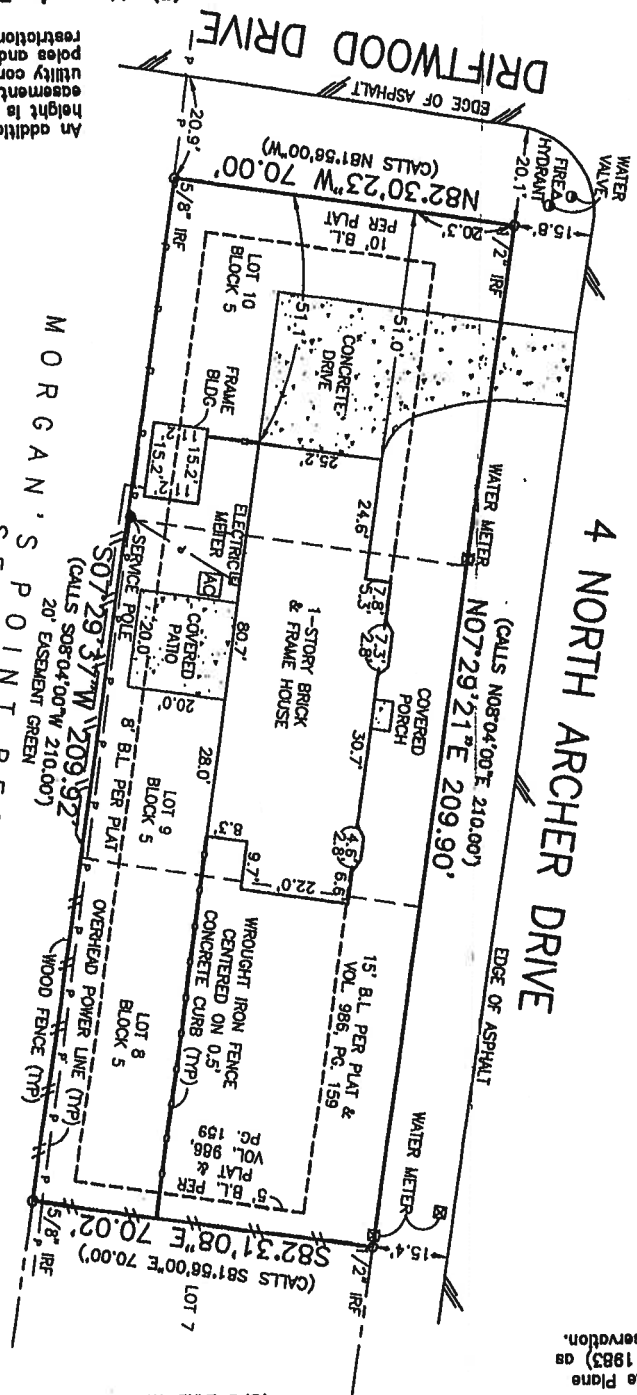
*Michael E. Alvis*  
 Michael E. Alvis, R.P.L.S., No. 5402

The following document affects this lot  
 Vol. 986, Pg. 159  
 The following documents do not affect this lot  
 Vol. 886, Pg. 624  
 Vol. 856, Pg. 233  
 Vol. 807, Pg. 233  
 Vol. 878, Pg. 235  
 An additional aerial easement of 20' in height is reserved over such ground easements, where necessary for use by utility companies for overhead wires, lines, poles and like equipment, according to the restrictions of record in Vol. 986, Pg. 159.

*Barbara S. Rogers*  
 6/16/23

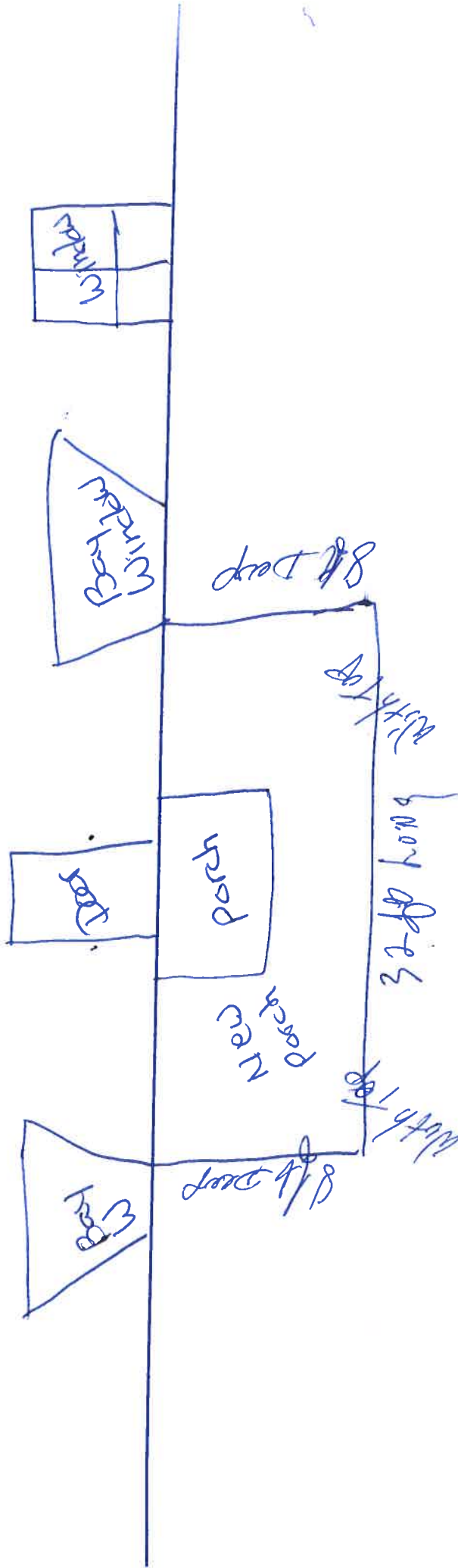
*Barbara S. Rogers*  
 6/16/23

MORGAN'S POINT RESORT CITY  
 CABINET SECTION 8-A  
 SLIDE 247-A

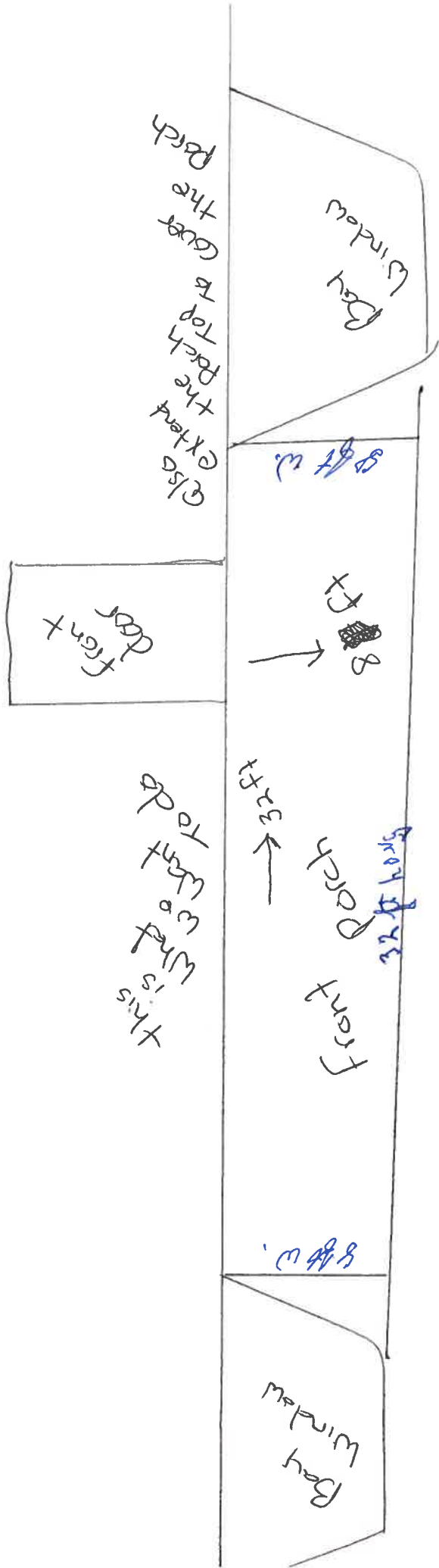
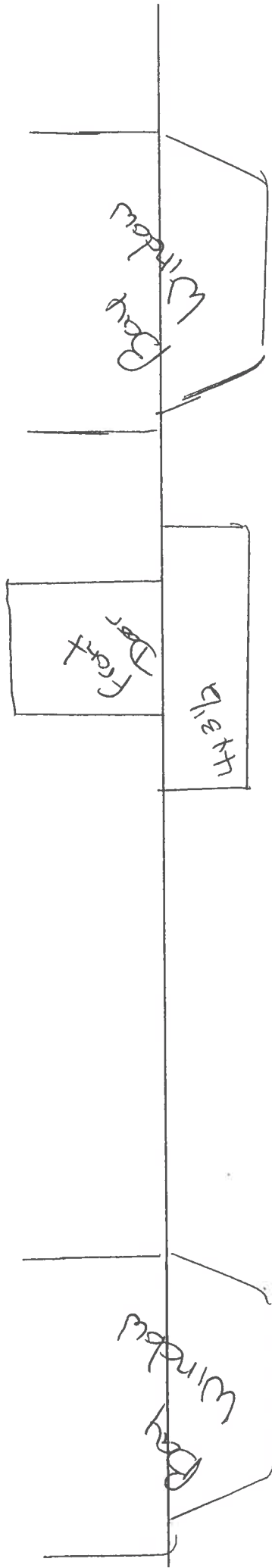


SCALE 1:30

House



front of 4N Archer as it is now





## NOTICE OF A PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT:

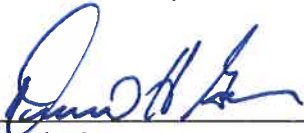
The City of Morgan’s Point Resort, Texas will hold a public hearing regarding a request for a Variance for an *extended porch* at the following addresses:

**4 N ARCHER DR, MPR TX 76513**


Topic will be discussed during a public hearing on December 5, 2023 at 6:00 PM during the Planning and Zoning Commission meeting in the Garrett & Mic Hill Community Center 60 Morgan’s Point Boulevard, Morgan’s Point Resort, Texas.

Following the Planning and Zoning Commission public hearing the request will be addressed at the City Council regular session for consideration, on December 12, 2023 at 6:00 PM, at the Mic and Garrett Hill Event Center located at 60 Morgan’s Point Boulevard.

By order of the Mayor of Morgan’s Point Resort, Texas, this the Nov 22, 2023.

  
\_\_\_\_\_  
Dennis Green, Mayor  
City of Morgan’s Point Resort, Texas

ATTEST:

  
\_\_\_\_\_  
Camille Bowser, City Secretary  
City of Morgan’s Point Resort, Texas



Tuesday, November 28, 2023

To Property Owners;

Previous letter received included incorrect reason for variance. Highlight portion is the correction.

**Re: 4 N Archer Dr**

Legal Description: Property ID 77983, Section 8A, Block 005, Lots 9

*See attached for location.*

This is a notice given that a Public Hearing will be held by the City of Morgan's Point Resort Planning & Zoning in the Garrett & Mic Hill Community Center at 60 Morgan's Point Boulevard, Morgan's Point Resort, Texas, on *Tuesday, December 5, 2023 at 6:00PM.*

This notice regards a variance request for placing an **extended porch**. All interested persons interested in the above-mentioned proposed request, at said time and place, shall have the right to appear and be heard.

Final recommendations to City Council from Planning & Zoning Commission will take place on Tuesday, *December 12, 2023 6:00 PM* in the Garrett & Mic Hill Community Center at 60 Morgan's Point Boulevard.

Sincerely,

Uryan Nelson, Interim City Manager





# City Council Agenda Item Form

**Date Submitted:** 12/5/2023  
**Agenda Date Requested:** 12/12/2023

**Agenda Item Title:** 7d  
Discuss and Consider  
Variance for Accessory Building placement at 15 Beachcomber Dr  
**Funds Required:** N/A  
**Funds Available:** N/A

**Council Action Requested:**  
 Ordinance  
 Resolution  
 Motion  
 Discussion

**Agenda Item Summary:**  
This variance request was brought before Planning and Zoning at their December 5, 2023 meeting. A public hearing was held and discussion followed with Planning and Zoning passing a motion to approve the request.  
The council has the discretion to either approve or deny the requested variance.



October 24, 2023

City of Morgan's Point Resort

Re: Boney Storage Building request

To whom it may concern,

James and Karen Boney moved to 15 Beachcomber Dr., MPR July 1995, and later purchased multiple lots adjacent to the homestead property with intention of adding a personal storage building. Area of the lots is 0.9 acres, heavily treed, with little to no visibility from Morgan's Point Rd. The building would be placed at the rear corner of the lot, with a driveway approximately 160' long. Neighbors with adjacent properties provided letters at the time approving of the building. See attached drawing.

The original building permit request was submitted April 29, 2021. Met with P&Z June 22, 2021. Permit conditionally approved by P&Z, subject to completing survey/plat. See attached June 22, 2021 P&Z minutes

City Council meeting July 13, 2021 request was tabled for further discussion. See attached July 13, 2021 City Council meeting minutes

City Council meeting September 14, 2021 request was denied by D Hartman, meanwhile the mayor and two council members were in favor. Reason stated for denial "this request could cause a precedent". See attached September 14, 2021 City Council meeting minutes

At the time of the meetings, City of Morgan's Point Resort Code of Ordinances Chapter 10, Article 10 defined Contiguous as "*adjacent property whose property lines are shared or are separated by only a street, alley, easement or right-of-way*". See attached July 14, 2021 reprint of ordinance definitions

We appreciate your consideration.

Sincerely

*James Boney*

James Boney

Documents

- Morgan's Point Resort
  - Morgan's Point Resort Code of Ordinances
    - ▶   CHAPTER 1 GENERAL PROVISIONS
    - ▶   CHAPTER 2 ANIMAL CONTROL
    - ▶   CHAPTER 3 BUILDING REGULATIONS
    - ▶   CHAPTER 4 BUSINESS REGULATIONS
    - ▶   CHAPTER 5 FIRE PREVENTION AND PROTE
    - ▶   CHAPTER 6 HEALTH AND SANITATION
    - ▶   CHAPTER 7 MUNICIPAL COURT
    - ▶   CHAPTER 8 OFFENSES AND NUISANCES
    - ▶   CHAPTER 9 PERSONNEL
    - ▶   CHAPTER 10 SUBDIVISION REGULATION
      - ▶   ARTICLE 10.01 GENERAL PROVISIONS
        - (Reserved)
        - ▶   ARTICLE 10.02 SUBDIVISION ORDINANC
          - ▶   Division 1. Generally
          - ▶   Division 2. Administration
          - ▶   Division 3. Platting Procedure
          - ▶   Division 4. Improvements
          - ▶   Division 5. Design Standards
          - ▶   Division 6. Parkland Dedication
          - ▶   Division 7. Multifamily, Townhouse or G
          - ▶   Division 8. Manufactured Homes
        - ▶   CHAPTER 11 TAXATION
        - ▶   CHAPTER 12 TRAFFIC AND VEHICLES\*
        - ▶   CHAPTER 13 UTILITIES
        - ▶   CHAPTER 14 ZONING

City. Means the City of Morgan's Point Resort, Texas.

City administrator. Means the chief administrative officer of the City of Morgan's Point Resort, Texas or his/her designated representative.

City council or council. Means the Morgan's Point Resort City Council.

City limits. Means within the incorporated boundaries of the city.

City staff. Means the officers, employees, and agents of the city assigned and designated from time to time by the city administrator and/or council, including but not limited to the city engineer, to review and/or comment and report on development plans.

City standard details and specifications. When published, means a library of city-approved drawings and technical data representing typical drainage, transportation, erosion and sedimentation control, and utility appurtenances to be constructed for city acceptance.

Collector street. Means a street that serves as the most direct link for traffic from local streets to major or minor arterial streets.

Commission. Means the planning and zoning commission of the city, or the city council if a planning and zoning commission is not operational.

Commissioners court. Means the Bell County Commissioners Court.

Contiguous. Means adjacent property whose property lines are shared or are separated by only a street, alley, easement or right-of-way.

Corner lot. Means a lot located at the intersection of and abutting on two (2) or more streets.

County. Means Bell County, Texas.

*Item d.*

June 22, 2021

Council Members:

The Planning and Zoning committee met on June 22, 2021 and conducted new business regarding the following two (2) requests.

1. A variance request was made by John and Maggie Forrest who live at 70 Oakmont Circle. They have asked to construct a carport at their home which would extend into the 25-foot set back requirement at the front of the home. Since we now have a carport ordinance for homes in Morgan's Point Resort, the Planning and Zoning committee recommends approval of the request with conditions of carport design and construction to be aesthetically pleasing to the home and surrounding property. The Forrest's will submit their plan for design and building materials for approval by MPR.
2. A request for construction of an Accessory building was submitted by James and Karen Boney who live at 15 Beachcomber in MPR. They own two additional properties between them and Morgan's Point Road. The Accessory building would be placed on one of those two additional properties. The Planning and Zoning committee discussed if these additional properties were a contiguous part of their current residence. Since there is a green easement behind their residence and the two additional properties are behind the easement, it was determined they were not part of a contiguous plat. The Planning and Zoning committee recommended moving this forward to City Council with the following conditions. The two additional properties should be converted into one combined plat with the Accessory building place on the property as requested. This would allow for a sale of the additional properties in the future to have enough space to build a single-family residence and still follow MPR Accessory building ordinance.

There were no other action items on our agenda for consideration.

Respectfully submitted,

Kenneth W. Hobbs

Variance Request

Accessory Building Request



**CITY COUNCIL MEETING -REGULAR SESSION  
Tuesday, July 13, 2021, 6:00 PM  
MINUTES**

**Call to Order- Invocation, Pledge of Allegiance**

Mayor Dennis Green called the meeting to order at 6:00PM. Mayor Pro-tem Donna Hartman led in the invocation, followed by City Council leading in the Pledge of allegiance.

*Council members present:* Mayor Dennis Green, City Council Donna Hartman, Shawn Knuckles, Bruce Leonhardt, Robbie Johnson, and Ronny Snow

*City Staff:* City Manager Dalton Rice, City Attorney Neale Potts, City Secretary Ophelia Rodriguez, Water Director Jesse Measles, Chief of Police Charles Cline,

**Announcements and Citizens Comments-**

*Citizen Allen Heinle* – Complimented the City on the traffic difference it has made since Oakmont Park has been closed at dusk.

*Citizen & President EDC member Tom Edwards-* advised that when Kleypas Park is completed, he would like the City Council to participate in a group photo with the donors and those who have contributed to the park. The date will be announced. Mr. Edwards said that the EDC had their first meeting 10 years ago this day, and has been through 6 City Managers since then, and added that it tends to make it difficult to build a relationship and get projects done. He suggested to allow this City Manager 5 years or more to see transformation in MPR and to halt the revolving door of City Managers.

*Mayor Green* stated he had taken his grandchildren to Kleypas Park and was very impressed. He recognized and complimented Mr. Edwards in his hard work with the park.

*Boy Scout Logan Leonard-* Eagle Scout presented a plan to contribute keeping the community clean from debris, trash., etc., by building garbage can holders.

*Citizen Jim Baddock* – thank the city for keeping the park closed at dusk and would like it to see it stay that way

*Citizen Denise Seibert* – stated to City Council, to honor the office of the City and Citizens you represent. She advised that she had voted for most of the Council. She expressed the city is not always going to get their wants and desires done but asked the Council to communicate with each other and honor and respect the city with their time.

*Citizen Jimanne Durkee-* Summer Reading Program will begin on Saturday July 24, July 31, and August 7 & 14<sup>th</sup> from 10 to 12 Noon. The theme is “Water Wet”. There will be children book purchase on water. In her 20 years of volunteering at the library she has only seen one or two Council members attend the program, and she extended an invitation to Council and others to visit the program.

**Item 1 Discuss and take appropriate action-** Minutes for June 8, 2021, Regular Session

Mayor Green entertained a motion. Council member Ronny Snow made the motion to accept minutes as written. Council member Bruce Leonhardt made the second motion. All present voted “Aye”. Motion carried.



**Item 2 Discuss and take appropriate action-** Ordinance 21-04 Authorizing and Ordering the Issuance of the City of Morgan's Point Resort, Texas Certificates of Obligation, Series 2021

Mayor Green stated that this has been discussed for possibly the last 2 years. Mayor Pro-tem Hartman stated she was stated she was in favor of this project but was not clear on with the language and how it is worded in the Ordinance. Mayor Pro-tem Hartman referred to City Attorney for change of verbiage. City Attorney responded that the city needed to refer to Bond Counsel. A lengthy discussion followed, Council member Ronny Snow made the motion to table for further information. Council member Bruce Leonhardt made the second motion. All present voted "Aye". Motion carried. Lengthy discussion regarding another area of the CO by Mayor Pro-tem Hartman. Mr. Davis of Horizon bank clarified the question. City Manager Rice commented that tabling the Ordinance, he was not sure what this would do to the process and needed more clarification on this from Bond Counsel. Lengthy discussion followed in regards to the verbiage of the Ordinance. Mayor Pro-tem Hartman stated since a motion and second was made, it must be retracted before a new motion can be made. Council Member Ronny Snow retracted the original motion with Council member Bruce Leonhardt retracting the second motion with no opposition to the retraction. A motion was made by Mayor Pro-tem Donna Hartman, to approve Ordinance 21-04 as is with clarification to the language. Council member Ronny Snow made the second motion. All present voted "Aye". Motion carried.

**Item 3 Discuss and take appropriate action-** Permit Fee Schedules

City Council was provided comparisons of other city permit fee schedules. City Manager Rice stated the staff would review what areas the city should consider increasing and possibly adjust as needed. Mayor Pro-tem Hartman stated there needed to be more time to review the fee schedules comparisons. Council member Bruce Leonhardt made the motion to table to next meeting. Council member Ronny Snow made the second motion. All present voted "Aye". Motion carried.

**Item 4 Discuss and take appropriate action-** Variance Request- Carport 79 Oakmont Circle

\*See Report from Chair Ken Hobbs of Planning and Zoning

Mr. Hobbs reported that the Forrest Family of 79 Oakmont have requested to build a carport that would extend into the 25-foot set back requirement. He stated the with City now having a carport ordinance in place, the P&Z Commission recommended approval with the condition that the carport be aesthetically pleasing to the home and to the surrounding community. The residents will submit a plan to the city of design and materials. Mayor Pro-tem Hartman asked how much variance was being requested. City Manager Rice stated 5 (five) foot variance. Council member Leonhardt asked if the home would be free standing or attached to the home. Mrs. Forrest answered, it would be up against the home and nicely built. Mayor Green entertained a motion. Mayor Pro-tem Hartman made the motion to approve with conditions. Council member Shawn Knuckles made the second motion. All present voted "Aye". Motion carried.

**Item 5 Discuss and take appropriate action-** Accessory Building Request

\*See Report from Chair Ken Hobbs of Planning & Zoning

Mr. Hobbs reported that the Boney Family submitted a plan to place an accessory building on additional property of which they own. He stated the discussion amongst the P&Z, was if the properties were a contiguous part of their current residence. It was said that since properties in question were behind the residence, separated by an easement it was determined that they were not part of a contiguous plat. With that Mr. Hobbs stated that he and P&Z recommended moving forward to City Council with conditions: the two additional properties be a combined plat with accessory building placed on the property. A very lengthy discussion followed regarding the use of the property, use of the easement, the City's access to the easement. It was agreed to table for further information. Mayor Pro-tem Hartman made the motion to table this item for more time to discuss and go through legal channels and asked City Attorney Potts to include his input. Council member Ronny Snow made the second motion. All present voted "Aye". Motion carried.



**CITY COUNCIL MEETING -REGULAR SESSION  
Tuesday, September 14, 2021, 6:00 PM**

**MINUTES**

**Call to Order- Invocation, Pledge of Allegiance**

Mayor Dennis Green called the meeting to order at 6:00PM. Mayor Pro-tem Hartman led all in the invocation, followed by City Council leading in the Pledge of Allegiance.

**Council Members Present:** Mayor Dennis Green, Mayor Pro-tem Donna Hartman, Shawn Knuckles, Robbie Johnson, Bruce Leonhardt.

**City Staff:** City Manager Dalton Rice, City Attorney Neale Potts, City Secretary Ophelia Rodriguez, Police Chief Charles Cline, Fire Chief Taran Williams

**Announcements/ Citizens Public Comments**

**Citizen Larry Hartman-** Asked if Council would consider reinstating the Texas flag pledge back into the City Council meetings and asked there were any updates with a past discussion regarding the management of the City's only intersection due to the school traffic flow.

**Citizen Jimanne Durkee-** the city survey was complete and ready for mailing. She thanked all those that volunteered to fold and stuff envelopes for several hours.

**Item 1 Discuss and take appropriate action-** Sarah Wood – Library report on Summer Reading Program  
Miss Wood gave the report on the summer Reading program. She was head of the program which consisted of 40 students with an attendance of 15 to 17 students each session. Sarah was recognized, presented with a gift and a letter of recognition by Mayor Dennis Green for her hard work and dedication to the City Library.

**Item 2 Discuss and take appropriate action-** Citizen of the Year 2020-2021

Mayor Dennis Green announced Jimanne Durkee as Citizen of the Year. Mrs. Durkee was recognized for her continual commitment to her community for so many years and long overdue. Jimanne's volunteerism with the success of the Library Summer Reading programs, maintaining the City's website, working with the City Manager's Coffee meetings with the public, other functions too many to list, shows her epitomizing leadership in our community.

**Item 3 Discuss and take appropriate action-** Minutes, July 13, 2021, August 3, 2021, August 10, 2021

Mayor Dennis Green entertained a motion. Mayor Pro-tem Hartman made the motion to approve the 3 sets of minutes as written. Council member Shawn Knuckles made the second motion. All present voted 'Aye'. Motion carried.

**Item 4 Discuss and take appropriate action - PUBLIC HEARING-** Proposed Tax Rate for the 2021 tax year (FY2022)

Mayor Dennis Green opened the floor to the public for comments regarding the Tax Rate at 6:15PM. With no comments from the floor, Mayor Green closed the floor at 6:16 PM.

**Item 5 Discuss and take appropriate action -Vote on proposed Tax Rate for the 2021 tax year (FY2022)/ Ordinance 2021-06**



Mayor Green entertained a motion. Mayor Pro-tem Hartman made the motion to adopt Ordinance 2021-06 regarding the property tax rate be increased by the adoption of a tax rate of 61.92 per 1000, which is effectively a 13.22% percent increase in the tax. Mayor Pro-tem Hartman explained how the tax rate would impact citizens. A \$100K home would be \$23.40, \$200K home would be \$46.80, \$300K home would be \$70.20, \$400K home would be \$93.60. She reminded citizens of "Maintenance Fees" that were dissolved by Council. Mayor Pro-tem recognized Mr. Cary Erskine the city's finance director for his clear, easy to understand financial reports and charts. Council member Bruce Leonhardt made the second motion. All present voted "Aye". Motion carried.

**Item 6 Discuss and take appropriate action-** Resolution 2021-17 Budget Amendments (FY 2020/2021)  
City Manager Rice advised with the 3 weeks left before fiscal year's budget, the opportunity is available to purchase 2 much needed items. License plate cameras, that would collect traffic data within the city especially with the current school traffic flow. They are also capable to collect information on vehicles that are stolen. Also needed is a Server for all programs to include City's finance and payroll software. Mayor Green entertained a motion. Council member Robbie Johnson made the motion to accept Resolution 2021-17. Council member Shawn Knuckles made the second motion. All present voted "Aye". Motion carried.

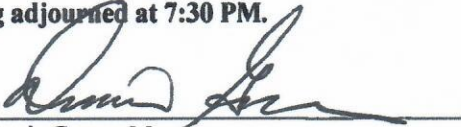
**Item 7 Discuss and take appropriate action-** Accessory Building Request- Update since July 13, 2021  
It was discussed in length regarding definition "Contiguous" in this section of the current ordinance. As discussed in prior meetings it was determined that to allow this request could cause a precedent. Mayor Green entertained a motion. Mayor Pro-tem Hartman made the motion to deny. Council member Shawn Knuckles made the second motion. All present voted "Aye". Motion carried.

**Item 8 Discuss and take appropriate action-** Resolution 2021-19 FM 2483 Speed limit  
Mayor Green entertained a motion. Council member Shawn Knuckles made the motion to support TX Dot in the reduction of speed on FM 2483. Mayor Pro-tem Hartman made the second motion. All present voted "Aye". Motion carried.

**Item 9 Discuss and take appropriate action-** Resolution 2021-18 Council member resignation  
Mayor Green entertained a motion. Council member Bruce Leonhardt made the motion to accept the resignation of Ronny Snow. Mayor Pro-tem Hartman made the second motion. All present voted "Aye"

**Item 10 City Manager's Report, Department Reports, Mayor & City Council Reports, or comments**  
*See attached reports.*

**Adjournment** Mayor Pro-tem Hartman made the motion to adjourn. Council member Bruce Leonhardt made the second motion. All present voted "Aye". Motion carried. **Meeting adjourned at 7:30 PM.**

  
Dennis Green, Mayor  
City of Morgan's Point Resort, Texas

ATTEST:  
  
Ophelia Rodriguez, City Secretary



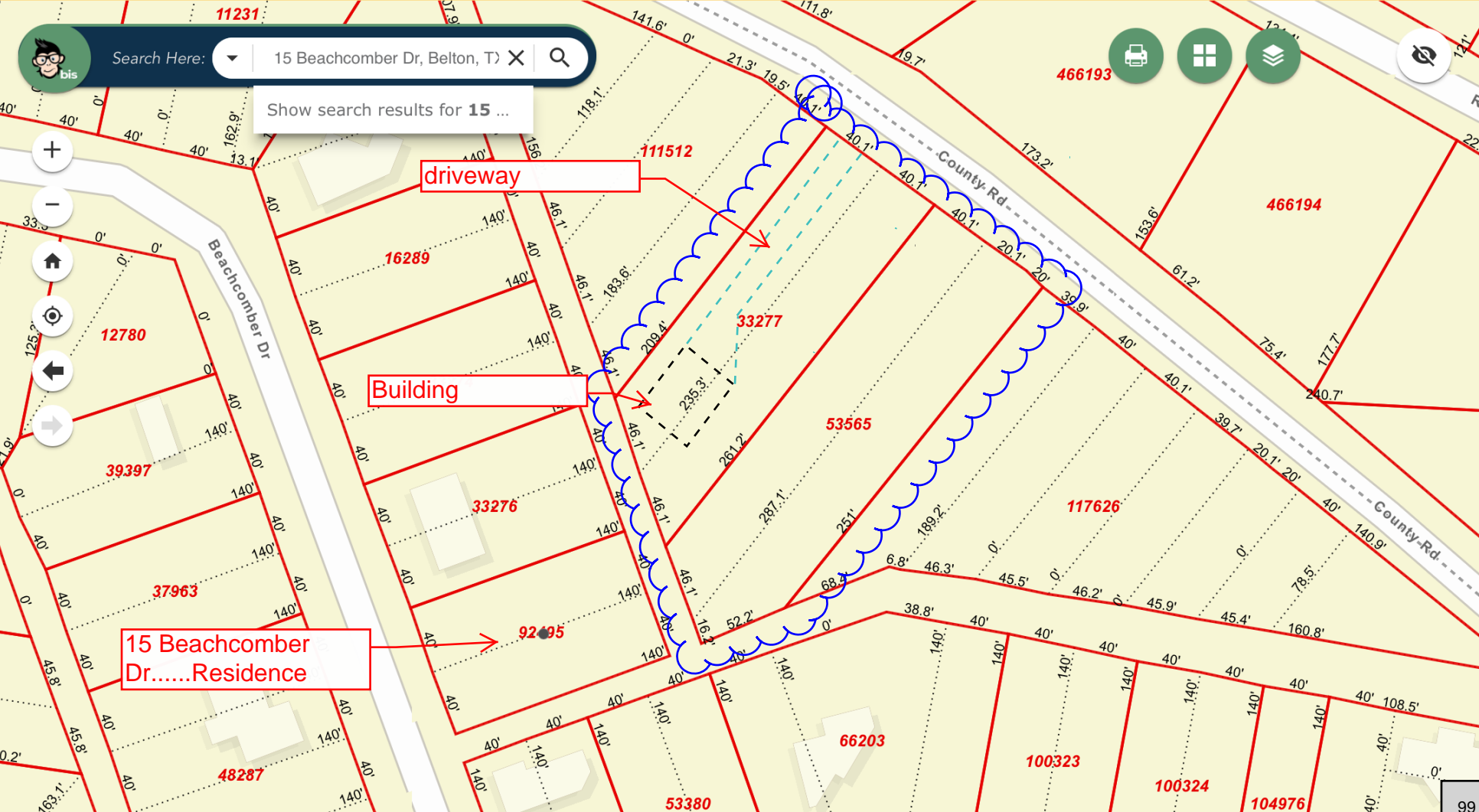
Bell County  
Tax Appraisal District

Property Search

Interactive Map


Online Protest

Online Forms



*Item d.*




Search Here:

🔍

Show search results for 15 ...

*Item d.*



APPLICATION FOR VARIANCE REVIEW

Application # 11062023.2 (City Clerk assigns number)

Date: 11-6-23

**"PLEASE PRINT CLEARLY"**

Name of Requestor: JAMES BONEY  
Address: 15 BEACHCOMBER DR BELTON Phone: 512 540 6175  
Email: BONEY.JAMES831@GMAIL.COM

Name of Property Owner: SAME  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Property ID/Legal Description/ and Address: 33277/53565  
SECTION 4 BLOCK 036 LOTS 8-11 2800 MORGAN'S POINT RD.

Please provide "Any" supporting documents to assist in your review with the Commission

Description of Request:

REQUEST PERMIT APPROVAL FOR ACCESSORY BLDG. TO BE PLACED  
ON 0.9 ACRE PROPERTY ADJACENT TO HOMESTEAD  
SEE ATTACHED

Signature of Owner/Requestor J Boney

Date 11-6-23



Tuesday, November 28, 2023

To Property Owners;

**Re: 15 Beachcomber Dr**

Legal Description: Property ID 92495, Section 4, Block 007, Lots 16,17

*See attached for location.*

This is a notice given that a Public Hearing will be held by the City of Morgan's Point Resort Planning & Zoning in the Garrett & Mic Hill Community Center at 60 Morgan's Point Boulevard, Morgan's Point Resort, Texas, on *Tuesday, December 5, 2023 at 6:00PM.*

This notice regards a variance request for placing an accessory building on 0.9 acre property adjacent to homestead. All interested persons interested in the above-mentioned proposed request, at said time and place, shall have the right to appear and be heard.

Final recommendations to City Council from Planning & Zoning Commission will take place on Tuesday, *December 12, 2023 6:00 PM* in the Garrett & Mic Hill Community Center at 60 Morgan's Point Boulevard.

Sincerely,

Uryan Nelson, Interim City Manager



## NOTICE OF A PUBLIC HEARING

NOTICE IS HEREBY GIVEN TO ALL INTERESTED PERSONS THAT:


The City of Morgan’s Point Resort, Texas will hold a public hearing regarding a request for a Variance for a *accessory building permit* at the following addresses:

**15 BEACHCOMBER DR, MPR TX 76513**


Topic will be discussed during a public hearing on December 5, 2023 at 6:00 PM during the Planning and Zoning Commission meeting in the Garrett & Mic Hill Community Center 60 Morgan’s Point Boulevard, Morgan’s Point Resort, Texas.

Following the Planning and Zoning Commission public hearing the request will be addressed at the City Council regular session for consideration, on December 12, 2023 at 6:00 PM, at the Mic and Garrett Hill Event Center located at 60 Morgan’s Point Boulevard.

By order of the Mayor of Morgan’s Point Resort, Texas, this the Nov 22, 2023.

  
\_\_\_\_\_  
Dennis Green, Mayor  
City of Morgan’s Point Resort, Texas

ATTEST:

  
\_\_\_\_\_  
Camille Bowser, City Secretary  
City of Morgan’s Point Resort, Texas







# CITY OF MORGAN'S POINT RESORT

## Parks and Recreation Applications

### Edward Cozart

2544622797  
Edcozart@gmail.com  
7 Pawnee Ln.

1. How long have you lived in MPR?
  - a. 4 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. As a parent with three children having sufficient areas in which they can use and explore the environment in which we live has become increasingly more important to myself and my family. We often frequent Kleypas park to use the playground, basketball/volleyball courts. This area has been so beneficial to us. I have heard and spoken to other members who have expressed the benefits of this area but others who have expressed other improvements that could be made to the area. Some which I agree with and would love to see happen. I am at a point where this is my community and I want to continue to see it grow and what better place to start than with parks and rec.
3. Which of your skills would be most beneficial to the Committee?
  - a. Interpersonal skills, Conflict management, team leadership, problem solving, research.

### Joshua Boersma

2546542514  
[joshuaboersma1997@gmail.com](mailto:joshuaboersma1997@gmail.com)  
37 Briarwood Rd

1. How long have you lived in MPR?
  - a. 18 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. To help make use of the empty parks in the city.
3. Which of your skills would be most beneficial to the Committee?
  - a. I'm around the city constantly and built the Disc golf course at Ansay park.

### Cathy Coe-Clune

254-214-1959  
cathy.coe.clune@gmail.com  
4 Roy Bean Drive

1. How long have you lived in MPR?
  - a. 14 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to see our parks be nature focused, enjoyable and educational for our residents. I would like to see the Butterfly area at Kleypas park get some plants around it that the butterflies will come to and make sure they do not get mowed down. Maybe add



# CITY OF MORGAN'S POINT RESORT

some wildflower seeds to areas like Oakmont park. Then there will be less area to mow out there.

3. Which of your skills would be most beneficial to the Committee?
  - a. I love nature, when its not this hot. I grew up learning nature conservation as a kid. In college, I became friends with the Horticulturalist and learned a lot about Texas Native plants and butterflies. Of course I am still learning. I like to bird watch too. I have a butterfly garden and the birds like it too. I like living here and enjoy the nature here.

## Michael Hankins

512-704-4523

[ki5marr@gmail.com](mailto:ki5marr@gmail.com)

Confidential per Bell County due to work

1. How long have you lived in MPR?
  - a. Since 1999
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. Each park should have a representative from that area.
3. Which of your skills would be most beneficial to the Committee?
  - a. Research, experience, dedication, concerns for safety and public use

## Phillip Jennings

5125876065

[phillipjennings2@gmail.com](mailto:phillipjennings2@gmail.com)

5 Bosun Lane

1. How long have you lived in MPR?
  - a. 7 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I want to start by saying I think it would be an incredible honor to be a part of the Morgan's Point Resort parks and recreation committee and have the opportunity to serve our city. I've lived in Morgan's Point Resort for the past 7 years and have witnessed incredible growth that has driven our community to new levels of excellence and has ushered in the chance for us to grow while still maintaining the small town feel we are all accustomed to.

If appointed to the committee I will work hard to represent the collective voices of our city to preserve our green spaces and recreational activities all while coinciding those decisions with the direction of our City Council. I think I would be a great fit as I'm extremely passionate about Morgan's Point Development and have shown that dedication through my production of the Morgan's Point Resort Fireworks Show and participation and planning of the Summerfest event.

I can confidently say these are merely the first two development projects I've worked on and regardless of election to the committee I will continue to generate projects and ideas that inspire our community to get outdoors and experience the beautiful landscape our city has to offer.



# CITY OF MORGAN'S POINT RESORT

I'm looking forward to being apart of this committee and would be happy to expand on my passion and current projects in person.

3. Which of your skills would be most beneficial to the Committee?
  - a. In my professional capacity I currently develop and design technical solutions for the largest State and Local government entities in the US and work alongside CTOs and CIOs across Texas to implement their visions and strategy for our communities.

I have a track record of delivering multi million dollar executive solutions that align to their business needs while containing clear cut goals that are executable and on budget. I think this experience directly coincides with the mission of the committee by being able to effectively interpret the direction of Morgan's Point Resort's Parks and Recreation and produce a tangible plan with clear goals and achievable timelines to meet the needs of our community members.

Additionally, I have been a part of a number of real estate projects in which I've personally designed and executed the rehab of 5 single family homes and believe this experience is pertinent in being able to fully grasp the costs, contracting, and implementation of construction projects that could impact our parks.

Furthermore, as a personal project I started and produced the Morgan's Point Firework Show 5 years ago in which I blended my technical expertise, my fellow community members, and love for Morgan's Point Resort to create a show that celebrates our incredible country and brings together families across central TX to celebrate. I believe this event showcases my ability and desire to unite the city and make Morgan's Point Resort a place we are all proud of and want to share with our family and friends.

Finally, in my personal life and most important job I'm a husband and father of 2 boys ages 6 and 8 and we all regularly leverage Morgan's Point Resort's outdoor facilities and events and I intend on bringing this personal perspective to improve on the already great foundation that has been laid.

I look forward to sharing more of my experiences and being a part of this team!

## **Bruce Leonhardt**

254-534-9876

bleonhardt1104@yahoo.com

9 Wyatt Earp Dr

1. How long have you lived in MPR?
  - a. Since 2007
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to be a part of the Parks and Recreation Committee because the next few years will be exciting times for our City as this Committee works together with the Council and our Citizens to develop and improve our Parks for our Citizens to use and enjoy for



# CITY OF MORGAN'S POINT RESORT

many years to come. Our Parks can be a great addition to our community and the small town vibe of our City.

3. Which of your skills would be most beneficial to the Committee?
  - a. I served on Council for several years in MPR and this experience will help the Committee communicate to Council the desires and needs of the community concerning their Parks. I have extensive experience working with Contractors and Designers on a variety of construction projects in my private sector job. I have managed warehouse and building expansions of over 13 million dollars. I have also managed very small projects of a few hundred dollars. So I am familiar with the processes for these projects. I have always been eager to hear what the Citizens would like to see in our Community and will continue that practice. We all call MPR home because of the quite small town atmosphere, and I know that we can preserve that while developing our Parks as we find the balance to keep MPR the City that we love. I believe that my skillset and desire to preserve our City will be a great addition to the Committee. Thanks

## **Scott Moger**

254-931-8630  
drscomajo@gmail.com  
7 Wyatt Earp Drive

1. How long have you lived in MPR?
  - a. 26 Years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to help the City of MPR develop a Parks & Recreation Master Plan that is welcoming, sustainable, and something that the citizens and families of Morgan's Point Resort will use on a frequent basis and be proud of spending their tax dollars on. I want the MPR Parks & Recreational facilities to be facilities of the quality that event coordinators and outside visitors will look to our city as a place to visit, bring a financial benefit to our city and local businesses, and a positive image of our city as a lakeside community. I have always had a heart for service and have served on several committees in Bell County over the years. I feel that it is time to serve on a committee for City of MPR and have an interest in becoming more involved and engaged in the community I live in going forward.
3. Which of your skills would be most beneficial to the Committee?
  - a. As a School Superintendent, I have overseen the budgeting, bidding, selection, purchasing, construction, and maintenance schedules of school buildings, stadiums, facilities, playgrounds, and playscapes. I feel my background and experience would bring a unique and current perspective to the MPR Parks & Recreations Committee regarding small projects such as planning for a playground/playscape area or large-scale projects such as field sports or walking trails requiring large pieces of ground requiring topography, structural assessment, and sustainability planning.



# CITY OF MORGAN'S POINT RESORT

## **Ann Cervantes**

651-214-9747

cervantesann4@gmail.com

20 Morgans point blvd

1. How long have you lived in MPR?
  - a. 5 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I love this area and want to be a part of making it even better, without changing what it is to so many people. I feel passionate about keeping the woodlands and parks pristine, I would hate for this area to turn into another housing development. I have a unique perspective coming from a big city to this gorgeous small town. I would love to have an opportunity to share my voice.
3. Which of your skills would be most beneficial to the Committee?
  - a. I have been an Occupational Therapist for over thirty years as an OT I have the unique skills to assess and evaluate an environment to accommodate special needs as well as determine short term and long term outcomes for most situations that require adaptations. I can help educate the committee in deciding most accommodations for most populations.

## **April Hignojo**

512 9978421

[ahigno@att.net](mailto:ahigno@att.net)

196 Lake Forest Drive

1. How long have you lived in MPR?
  - a. 2 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to join because I am a master naturalist and master gardener and would like to help with creating pollinator gardens and creating family friendly areas.
3. Which of your skills would be most beneficial to the Committee?
  - a. volunteerism, knowledge of plants, artist design, enthusiasm.

## **Garrett Schneider**

2546544005

garrschneider@gmail.com

33 Great West Loop

1. How long have you lived in MPR?
  - a. 19 years grew up here. Bought a house here.
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. Have some good ideas on how to improve and better maintain
3. Which of your skills would be most beneficial to the Committee?
  - a. Management and creative problem solving



# CITY OF MORGAN'S POINT RESORT

## **Amanda Martinez**

606-939-5800  
amandadmartinez81@gmail.com  
5 Larkspur Lane

1. How long have you lived in MPR?
  - a. 6 years
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. My husband and I are very active and have ideas about bringing our community together. There is so much potential here for our community.
3. Which of your skills would be most beneficial to the Committee?
  - a. Accounting, treasury, ideas, interpersonal skill, Baylor University career, etc.

## **Cassie Daley**

602-295-8192  
cassiejodaley@gmail.com  
2 S Sherwood Dr

1. How long have you lived in MPR?
  - a. 11 months
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I am passionate about Nature, community, and bringing them together
3. Which of your skills would be most beneficial to the Committee?
  - a. I am still waiting to hear back after inquiring for clarity on specifics of the position, however, in the meantime, I can share that I hope my passion for the Natural world and the community, well as my biology degree and involvement with the Texas Master Naturalists, could all be of service here.

## **Caroline Gonzalez Hernandez**

2545636967  
cgonzalez@mail.umhb.edu  
2 Sycamore Ct.

1. How long have you lived in MPR?
  - a. Less than one year.
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to join the committee because it would be a great opportunity to get involved with our community as well as use my skills and assets to help promote and educate other members on our facilities and parks.
3. Which of your skills would be most beneficial to the Committee?
  - a. Hard skills: project management, marketing, foreign language (Spanish), social media management, customer service, and sales  
Soft skills: communication, teamwork, and problem solving.



# CITY OF MORGAN'S POINT RESORT

## Joanna Snow

(254) 913-7243

[Joannasnow71@gmail.com](mailto:Joannasnow71@gmail.com)

2 Frank James Dr.

1. How long have you lived in MPR?
  - a. 10 yrs
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. I would like to contribute my ideas towards positive growth in MPR. I would also like connecting with the community in other parts of MPR.
3. Which of your skills would be most beneficial to the Committee?
  - a. As a former art teacher, I have creative ideas and organizational skills. I also hold a degree in business management and will be frugal with the taxpayer dollars.

## Michael Hankins

(512) 704-4523

[Ki5marri@gmail.com](mailto:Ki5marri@gmail.com)

35 Tanyard Ln.

1. How long have you lived in MPR?
  - a. 1999 to present
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. Desire to have comments with the group of seven for safety, equal access to parks, cleanliness, and cost effective updates. Public awareness of what is available. Neighborhood input by citizens.
3. Which of your skills would be most beneficial to the Committee?
  - a. Listening, research, open minded discussion to try and please the community with priority to family locations closest to each park area. Familiar with planning & zoning requirements & EDC.

## Judy Dillon

(512) 656-4542

[armadillon@sbcglobal.net](mailto:armadillon@sbcglobal.net)

48 Cliffside Circle

1. How long have you lived in MPR?
  - a. 6 years in September
2. Briefly describe why you would like to join the Parks & Recreation Committee:
  - a. To help create project that would encourage citizens to maintain healthy lifestyles. To provide area for citizen interactions, to provide areas for wholesome entertainment. To achieve these goals while maintaining the character of Morgan's Point Resort.
3. Which of your skills would be most beneficial to the Committee?
  - a. Taught arts & crafts from the trunk of car in 13 parks for the Austin Parks Dept. Organized beautification & recycling club for high school where I taught for many years.



# CITY OF MORGAN'S POINT RESORT

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Raised thousands with many awards from Keep Austin Beautiful for our efforts. Several 1<sup>st</sup> place.



RESOLUTION 2023.24

A RESOLUTION OF THE CITY OF MORGAN’S POINT RESORT, TEXAS, APPOINTING SEVEN (7) MEMBERS TO THE PARKS & REC COMMITTEE AND ESTABLISHING THEIR TERMS OF OFFICE.

WHEREAS, Parks & Rec Committee has opening for 7 new members, and

WHEREAS, the City Council authorized the appointment of 7 members for the Parks & Rec Committee

WHEREAS, citizens

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

have expressed desire and willingness to serve on the Parks & Rec Committee to serve; 3 members will serve a 1-year term, which will expire January 2025 and 4 members will serve a 2-year term, which will expire January 2026.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

**Section 1. Appointment:** The above-listed 7 individual are appointed as members of the Parks & Rec Committee to serve the terms indicated beside their names.

**Section 2. Open Meetings:** This Resolution was approved by the City Council at a regularly scheduled meeting duly posted in accordance with the Texas Open Meeting Act and at which a quorum was present and voting.

**Section 3. Severability:** In the event that one or more of the provisions contained in this Resolution shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability of this Resolution shall be construed as if such invalid, illegal or unenforceable provision has never been contained herein, but shall not affect the remaining provisions of this Resolution, which shall remain in full force and effect.

**Section 4. Effective Date:** This Ordinance shall be and become effective immediately upon its adoption.

**PASSED AND APPROVED** this the \_\_\_\_\_ day of \_\_\_\_\_, 2023 by \_\_\_ (ayes) to \_\_\_ (nays) to \_\_\_ (abstentions) vote of the City Council of the City of Morgan’s Point Resort, Texas.

**ADOPTED**, by the City Council of the City of Morgan’s Point Resort, Texas on this the 12<sup>th</sup> day of December 2023.

\_\_\_\_\_  
Dennis Green, Mayor  
Morgan’s Point Resort, Texas

ATTEST:

\_\_\_\_\_  
Camille Bowser, City Secretary  
City of Morgan’s Point Resort, Texas

## ORDINANCE NO. 2023.14

**AN ORDINANCE OF THE CITY OF MORGAN'S POINT RESORT, TEXAS, CONTAINING FINDINGS OF FACT; AUTHORIZING THE CREATION OF THE PARKS AND RECREATION COMMITTEE AND PROVIDING FOR RULES OF ITS OPERATION.**

WHEREAS; the City Council has determined that the creation and operation of a Parks and Recreation Committee would be in the best interest of the citizens; and,

WHEREAS, this ordinance promotes the public health, safety, and welfare.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MORGAN'S POINT RESORT, TEXAS:

Section 1. Created, members, vacancies. There is created a Parks and Recreation Committee of the city which shall be composed of seven (7) members who shall be appointed by the city council for two (2) year terms. At the initial meeting of the committee the seven (7) appointed members shall draw lots to determine which three (3) shall serve one (1) year terms and which four (4) shall serve two (2) year terms. All vacancies arising on the Committee by virtue of death, resignation or for any cause shall be filled by appointment by the City Council. Members so appointed shall fill the unexpired term of the position vacated. Members of the committee may be removed or replaced by the City Council at any time by resolution of the City Council.

Section 2. Organization. The Parks and Recreation Committee at its initial meeting shall elect from its own members a vice-chairman and secretary and other officers it may deem appropriate. The Parks and Recreation Committee is authorized to prepare its own rules of procedure so long as those rules are not in violation of the laws of the state or ordinances of the City.

Section 3. Duties. The primary duties of the Parks and Recreation Committee shall be to assist and advise the Mayor and City Council of Morgan's Point Resort in the maintenance, planning and developing of city parks, recreation programs and facilities. The Parks and Recreation Committee may make such other recommendations to assist the City Council in developing and preserving aesthetic, maintenance, recreational and cultural values that serve the public interest. It may also perform such other related duties as may be assigned by the council, which may include, but not be limited to:

A. Perform periodic reviews of the City's parks master plan and update as needed.

- B. Make recommendations to the City Council on potential revisions and future delivery of services by the City of Morgan's Point Resort as they pertain to parks and recreation.
- C. Make recommendations to the City Council for modifications or additions to existing ordinances, policies and practices that help promote and make available recreational opportunities.
- D. Work in conjunction with the City Manager and staff and other city commissions, committees, and boards, to help ensure coordination of various elements of the parks master plan, recreation programs and cultural programs.
- E. Conduct public meetings and make recommendations to the City Council on parks and recreation issues and ordinances.
- F. Make recommendations for capital improvements and operations relating to our parks and recreation and its facilities.
- G. Foster public awareness and involvement in all aspects of our parks and recreation and its facilities.

Section 4. Meetings. The Parks and Recreation Committee shall meet at such times as the business of the committee requires, but at least quarterly.

Section 5. Chairman and Ex-Officio Member. The City Council shall appoint a City Council member who shall serve as the chairman of the committee, participating in all discussions but having no vote. The City Manager and/or a designated city staff person may attend all meetings and participate in all discussions, but have no vote.

Section 6. No Authority to Expend City Funds or To Order Work Done. The Parks and Recreation Committee shall have no authority to make expenditure of city funds, nor to order any work done on its own authority.

Section 7. Conflicts. To the extent of any conflict between the terms of this ordinance and any prior ordinance, this ordinance shall govern and control.

Section 8. City Council Approval. This ordinance was approved by the City Council at a regularly scheduled meeting duly posted in accordance with the Texas Open Meeting Act and at which a quorum was present and voting.

Section 9. Invalid Provisions. In the event that one or more of the provisions contained in this ordinance shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability of this ordinance shall be construed as if such invalid, illegal or unenforceable provision has never been contained herein, but


shall not affect the remaining provisions of this ordinance, which shall remain in full force and effect.

Section 10. Effective Date. This Ordinance shall be and become effective immediately upon its adoption.

PASSED AND APPROVED this 8<sup>th</sup> day of August, 2023, by 5 (ayes) to 0 (nays) with no abstentions by a vote of the City Council of the City of Morgan's Point Resort, Texas.

 /s/ DENNIS GREEN, Mayor

Attest:

 /s/ Ophelia Rodriguez, City Secretary

APPROVED AS TO FORM:

 /s/ Neale Potts, City Attorney



# City Council Agenda Item Form

**Date Submitted:** 12/5/2023  
**Agenda Date Requested:** 12/12/2023

**Agenda Item Title:** 8b  
Discuss and Consider  
Roadway Study  
**Funds Required:** N/A  
**Funds Available:** N/A

**Council Action Requested:**  
 Ordinance  
 Resolution  
 Motion  
 Discussion

**Agenda Item Summary:**  
Action is needed to direct staff how to move forward with the roadway study. We recently went through the RFQ process and only one response was received. At this time the city Engineer does not believe this response demonstrated the ability to conduct the study as defined.  
Options Available to move forward:  
Due to procurement requirements set by the state, an RFP is not an option since this is for engineering services.  
Council can choose to sign a master service agreement with a Geotech firm of their choosing based on information presented prior to the RFQ process.  
Council can request CobbFendley issue a task order through the city's current MSA with them.  
Council can reissue the RFQ to see if responses are received.





**Statement of Qualifications for the  
City of Morgan's Point Resort**

**RFQ Reference Number: 2023-0001  
Roadway Pavement Study and Analysis**

November 17, 2023

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November 17, 2024

Mr. Cary Erskine, Finance Director  
 City of Morgan's Point Resort  
 8 Morgan's Point Boulevard  
 Morgan's Point Resort, TX 76513

**RE: REQUEST FOR STATEMENT OF QUALIFICATIONS REFERENCE NUMBER 2023-0001  
 ROADWAY PAVEMENT STUDY AND ANALYSIS—CITY OF MORGAN'S POINT RESORT**

Dear Mr. Erskine:

Thank you for the opportunity to provide our Statement of Qualifications to the City of Morgan's Point Resort for professional engineering services.

MRB Group is a **full-service engineering, architectural, and planning firm** with extensive experience in municipal infrastructure and operations. We understand the scope of work and are fully committed to providing the professional personnel and knowledge required to complete your project. Our SOQ includes supporting documentation demonstrating the following:

- Municipal Infrastructure - MRB Group has decades of experience representing municipalities with the studies, development, schematic design, construction, and bidding phase services for numerous roadway projects. We have completed similar projects with clients throughout Central Texas. *MRB staff engineers have previously performed roadway pavement work for the City.*
- Projects Located in Central Texas - With offices in Temple, Waco, and Austin, we concentrate on work in Central Texas and the surrounding area. Some of our clients include the Cities of Copperas Cove, Killeen, Salado, Milano, Jarrell, Granger, Bartlett, Temple, and Waco. In addition, Bell County, McLennan County, Coryell County, Falls County, and Milam County.

MRB Group's project managers and the staff in the Temple office are familiar with local conditions, regulations, and requirements. In addition, our project references will attest to our skills, capabilities, and willingness to go the extra mile for our clients.

We would be honored and privileged to provide our services to the City of Morgan's Point Resort and look forward to the opportunity to discuss our qualifications further.

Sincerely,



Solomon Thomas, P.E.  
 Project Manager



James J. Oberst, P.E., LEED AP  
 Executive V.P./C.O.O.

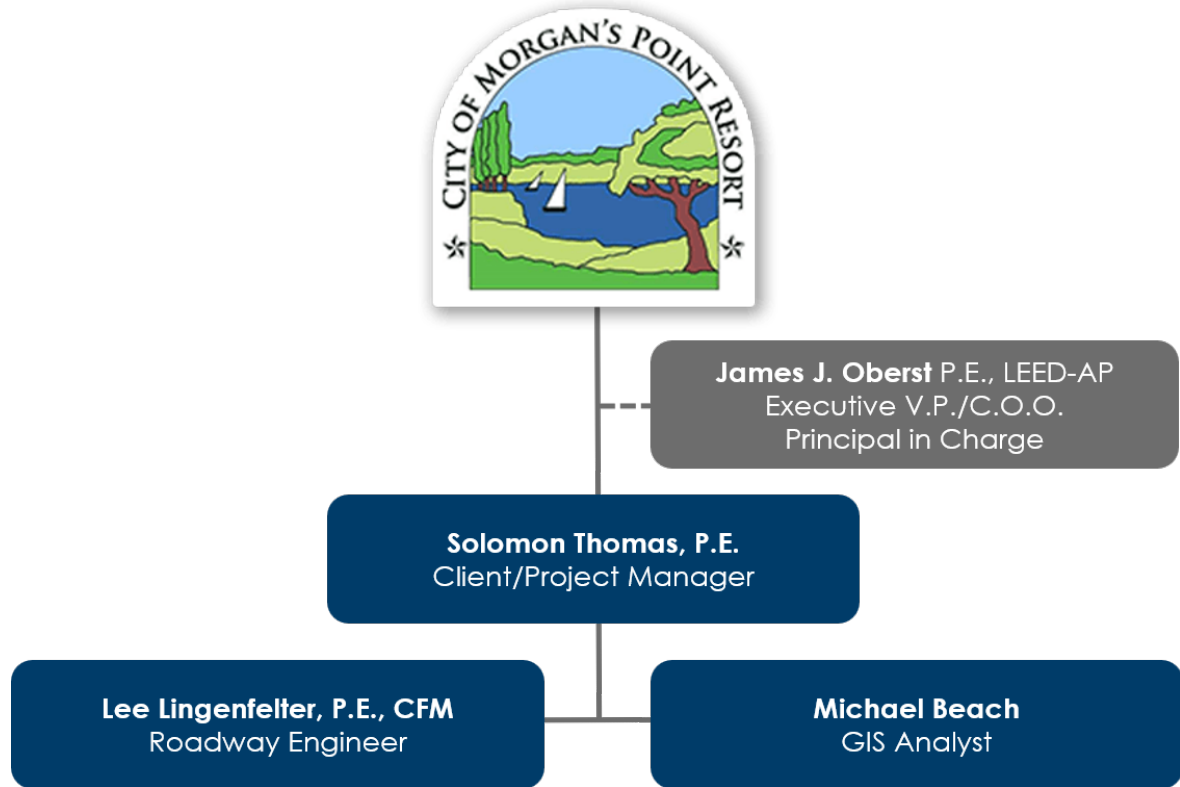
**SCHOOL**  
SPEED LIMIT **20** WHEN FLASHING

CELL PHONE USE PROHIBITED  
UP TO \$200 FINE



### Project Team

The management team will assemble the appropriate professionals and support staff to respond to specific project needs. The organizational chart below represents the MRB staff for the City of Morgan's Point Resort's Roadway Pavement Study and Analysis. Detailed resumes that include education and professional registrations are included in the Appendix.



### Business Establishment

The business has 96 years of experience, and the number of employees is 191.

### Project Related Experience

See TAB 3 | Experience and Qualifications

### Confidentiality/Non-Disclosure Agreement

See APPENDIX | Required Forms.

### House Bill 89 Verification Form

See APPENDIX | Required Forms

### Conflict of Interest Form

See APPENDIX | Required Forms





THIS **MUTUAL NON-DISCLOSURE AGREEMENT** (this "Agreement"), by and between MRB Group Engineering, Architecture & Surveying, D.P.C. ("MRB") and \_\_\_\_\_ ("Company") Company"), is made effective as of the date of last signature by the Parties (the "Effective Date"). MRB and Company are referred to herein individually as a "Party" and collectively as the "Parties."

In connection with exploring and evaluating a possible business relationship between the Parties or their respective Affiliates (as defined below), as applicable (the "Relationship"), the Parties recognize the need to disclose to one another certain of their or their Affiliates' Confidential Information (as defined below). In consideration of the opportunity to receive Confidential Information from or on behalf of the other Party, the Parties agree as follows:

1. "Confidential Information" means information in whatever form or medium disclosed by or on behalf of one Party (the "Disclosing Party") to the other Party (the "Receiving Party") or its Representatives (as defined below) on or after the Effective Date hereof in respect of the Relationship which relates to a Disclosing Party's or its Affiliates' business, the Relationship or other information not generally known to the public, including, without limitation, commercial, business, financial, and technical information, such as its business plans, operations, billing rates, processes, methods, inventions, concepts, ideas, applications, know-how, discoveries, technology, capabilities, systems, standards, vendors and clients and personally identifiable information ("PII").

2. The Receiving Party shall use the Confidential Information disclosed by or on behalf of the Disclosing Party only for the purpose of evaluating or furthering the Relationship and for the purpose of any ongoing Relationship, shall keep such Confidential Information strictly confidential and shall protect such Confidential Information from disclosure to third parties using the same degree of care used to protect its own confidential or proprietary information of like importance, but in any case using no less than a reasonable degree of care. The Receiving Party may only disclose the Confidential Information disclosed by or on behalf of the Disclosing Party (a) to the Receiving Party's Representatives who need to know such information for the purpose of evaluating the Relationship and who are bound (by contract, fiduciary duty or otherwise) to protect and not disclose such Confidential Information as required hereunder, or (b) with the prior written consent of the Disclosing Party. As used herein, (x) "Representatives" shall mean a Party's and its Affiliates' respective directors, officers, employees, agents, legal, accounting and financial advisors, and (y) "Affiliate" shall mean, with respect to a Party, any individual, corporation or other business entity which, either directly or indirectly, controls such Party, is controlled by such Party, or is under common control with such Party. Each Party shall be responsible for any breach of the terms of this Agreement by it and its Representatives and agrees, at its sole cost and expense, to take all reasonable measures (including but not limited to court proceedings) to restrain its Representatives from prohibited or unauthorized use or disclosure of Confidential Information disclosed to such Representatives hereunder. The Receiving Party may disclose Confidential Information to the extent required by law, rule or regulation, but must (to the extent legally permissible) promptly notify the Disclosing Party of the existence, terms and circumstances surrounding such requirement and give the Disclosing Party a reasonable opportunity to obtain a protective order or other appropriate remedy to resist or narrow such disclosure and/or waive compliance with the relevant provisions of this Agreement.

3. Notwithstanding the foregoing, the restrictions of this Agreement on use and disclosure of Confidential Information (other than PII) shall not apply to information that: (a) the Receiving Party or any of its Representatives can demonstrate is in its possession or control prior to the time of its disclosure hereunder; (b) is or becomes publicly known, through no wrongful act of the Receiving Party or any of its Representatives; (c) the Receiving Party or any of its Representatives can demonstrate was received by it from a third party free to disclose it without obligation (whether contractual, legal, fiduciary or

otherwise) to the Disclosing Party or any of its Representatives; or (d) the Receiving Party or any of its Representatives can demonstrate was developed independently by it without use of or reference to the Confidential Information.

4. Confidential Information disclosed under this Agreement (including information in computer software or held in electronic storage media) shall be and remain the property of the Disclosing Party or its applicable Affiliate. Upon written request of the Disclosing Party, the Receiving Party shall, and shall cause its Representatives to, promptly return or destroy, at the Receiving Party's election, all Confidential Information disclosed by or on behalf of the Disclosing Party hereunder, including all copies thereof, and no such Confidential Information shall thereafter be retained in any form or medium by the Receiving Party or its Representatives; provided, however, that the Receiving Party and its Representatives shall not be required to return or destroy copies of such Confidential Information stored on its electronic back-up systems for archival purposes in accordance with its electronic document retention policies or procedures so long as such Party continues to comply with the confidentiality and nonuse obligations hereunder relating to the Confidential Information. At the Disclosing Party's request, the Receiving Party shall promptly certify to the Disclosing Party that it and its Representatives have complied with the provisions of this section. Such certification shall be in writing and be signed by the officer of the Receiving Party that supervises such return or destruction of the Confidential Information.

5. This Agreement and the confidentiality and nonuse obligations hereunder shall remain in effect for a period of five years from the date of last disclosure of any Confidential Information hereunder. Notwithstanding the foregoing, the confidentiality and nonuse obligations with respect to any Confidential Information that constitutes a trade secret shall continue in effect for so long as such Confidential Information remains a trade secret.

6. No right of license, either express or implied, with respect to any Confidential Information, is granted hereunder. Each Party acknowledges that neither Party is making any representation or warranty as to the accuracy or completeness of any of the information furnished hereunder, and each Party further agrees that no Party shall have any obligation to authorize or utilize the Relationship with the other Party. Only those representations and/or warranties, if any, which are set forth in a final written definitive agreement regarding the Relationship, when, as and if executed, and subject to such limitations and restrictions as may be specified therein, will have any legal effect.

7. This Agreement: (a) is the complete agreement and understanding of the Parties concerning the subject matter hereof and supersedes any and all prior or contemporaneous agreement or understanding, whether oral or written, with respect to the subject matter hereof; (b) shall not be construed to create any obligation on the part of either Party to retain the services of or to compensate the other Party in any manner, except as may be set forth in a final written definitive agreement duly executed and delivered by the Parties; (c) may not be amended or in any manner modified except in a writing signed by the Parties; (d) may not be assigned by either Party, in whole or in part, without the prior written consent of the other Party, except that either Party may assign this Agreement, on written notice to the other Party, to any purchaser(s) of substantially all of its assets; (e) shall be binding upon and inure to the benefit of each Party hereto and its legal successors and permitted assigns, including, without limitation, successors by merger or consolidation; and (f) shall be governed and construed in accordance with the laws of the State of New York without regard to its conflicts of law principles (whether of the State of New York or any other jurisdiction). Each Party irrevocably submits to and agrees not to contest the exclusive jurisdiction of the state and federal courts of the State of New York and the United States sitting in the County of Monroe. If any term or provision of this Agreement is found by a court of competent jurisdiction (not subject to further appeal) to be illegal, invalid or unenforceable, the remaining terms and provisions hereto shall be unimpaired and remain in full force and effect and the illegal, invalid or unenforceable term or provision shall be replaced by a term or provision that is legal, valid and enforceable and that comes closest to expressing the intent of the Parties as expressed herein. Without prejudice to

any of the rights and remedies otherwise available to the Disclosing Party or its Affiliates at law or in equity, the Receiving Party agrees that any breach of this Agreement by it or its Representatives may cause irreparable harm to the Disclosing Party and/or its Affiliates, as applicable, and that money damages may be an inadequate remedy to protect the Disclosing Party and/or its Affiliates therefrom, and accordingly that the Disclosing Party and/or its Affiliates, as applicable, may be entitled to equitable relief, including injunctive and specific performance, as a remedy for any such breach or threatened breach. In the event that the Disclosing Party or its Representatives disclose Confidential Information of any of the Disclosing Party's Affiliates in connection herewith, such Affiliates shall be deemed to be intended third party beneficiaries hereunder. Either Party's failure to enforce any provision of this Agreement shall not in any way be construed as a waiver of any such provision, or prevent that Party thereafter from enforcing each and every other provision of this Agreement. Any waiver must be in writing and signed by the Party so waiving. This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and all of which shall constitute the same Agreement. All notices given hereunder shall be sent to the Parties at the addresses set forth below. Notices must be in writing and may be given (i) personally (by hand delivery or same-day courier" with confirmed receipt), (ii) by email, confirmed receipt by sender, or (iii) by guaranteed overnight delivery.

IN WITNESS WHEREOF, each of the Parties hereto has caused the Agreement to be executed by its duly authorized representative.

MRB GROUP ENGINEERING,  
ARCHITECTURE & SURVEYING, D.P.C

\_\_\_\_\_

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

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

Name: \_\_\_\_\_

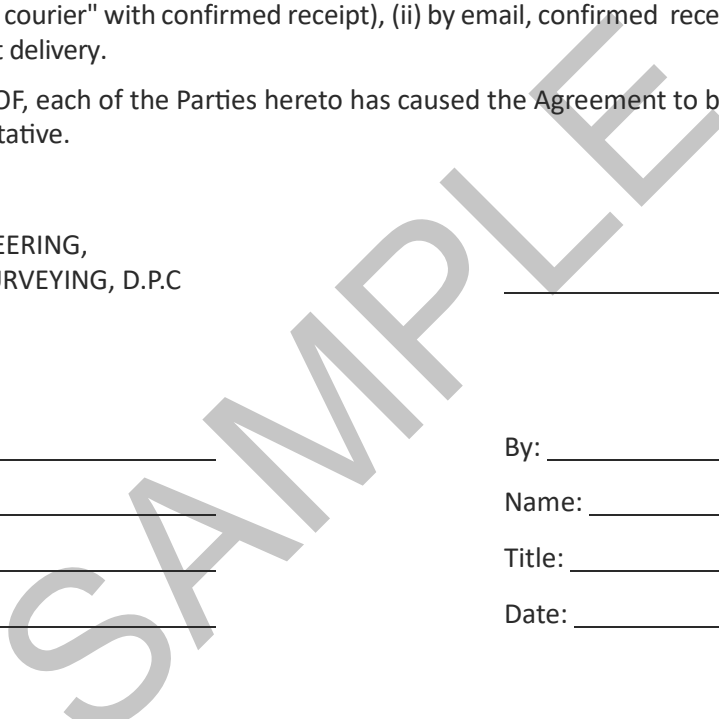
Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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



## Appendix C – Forms House Bill 89 Verification Form

### Prohibition on Contracts with Companies Boycotting Israel

The 85<sup>th</sup> Texas Legislature approved new legislation, effective September 1, 2017, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract

Pursuant to Section 2270.001, Texas Government Code:

- 1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
  - 2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.
- =====

I, (authorized official) James J. Oberst, PE, do hereby verify the truthfulness of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, Government Code Chapter 2270 and that the company named below:

- 1) does not boycott Israel currently; and
- 2) will not boycott Israel during the term of the contract; and
- 3) is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

MRB Group, PC  
Company Name

  
Signature of Authorized Official

Executive Vice President/C.O.O. 11/6/2023  
Title of Authorized Official Date



# CONFLICT OF INTEREST QUESTIONNAIRE

FORM CI

Item b.

For vendor doing business with local governmental entity

**OFFICE USE ONLY**

Date Received

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

**1** Name of vendor who has a business relationship with local governmental entity.

N/A

**2**  Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

**3** Name of local government officer about whom the information is being disclosed.

N/A

\_\_\_\_\_  
Name of Officer

**4** Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

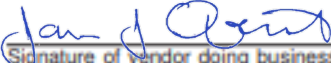
Yes       No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes       No

**5** Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

**6**  Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

**7**  
  
Signature of vendor doing business with the governmental entity

11/6/2023  
Date

**CONFLICT OF INTEREST QUESTIONNAIRE**  
**For vendor doing business with local governmental entity**

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

**Local Government Code § 176.001(1-a):** "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

**Local Government Code § 176.003(a)(2)(A) and (B):**

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

\*\*\*

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

**Local Government Code § 176.006(a) and (a-1)**

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.







## TAB 3 | Experience and Qualifications

### Why We Are Different

As engineering, architecture, planning, and funding specialists, the MRB Group team assists more than 150 communities in varied locations. Our licensed engineers, architects/designers, and planners provide a comprehensive range of professional services to municipal, county, utility, residential, and commercial clients in a range of fields, including:

- Civil Engineering
- Transportation/Roadway Design
- GIS Technology
- Planning
- Water/Wastewater
- Stormwater/Drainage
- Site Development
- Environmental
- Funding Research
- Grant Writing/Administration
- Architectural Design/Pre-Design, Interiors/Visualization
- Structural Engineering
- Master Plans
- Economic Development Research/Strategies



Over 190 respected professionals and support staff work closely with our clients, providing **trusted counsel and excellence in engineering**. In addition, we work with qualified specialists who enhance our team's capability when specific capabilities are required.

MRB Group's services help **foster operational efficiency and minimize costs**.

Our team has 95+ years of direct experience in municipal operations, both in the field and at the planning and design stages. We have dealt first-hand with the challenges involved with day-to-day operations, regulatory compliance, approvals, maintaining and improving old and often insufficient facilities, stormwater and drainage requirements, and project-specific issues like site geography, invasive species, and threatened/endangered species. Most importantly, our vast experience with municipal projects and planning services provides critical insight into making projects affordable, budgeting, project management, and regulatory approval processes — especially those essential in obtaining reimbursement from state and federal funding programs.

### Civil Engineering Services

MRB Group is a full-service Civil Engineering, Planning, and Architectural firm with extensive experience in state and federally-funded projects. Our Civil Engineering services include, but are not limited to:

#### Transportation and Roadway

- Pavement Management Analysis/Plans
- Road Rehabilitation and Reconstruction
- Culvert and Bridge Design
- Stormwater Management
- Concept Renderings
- Sidewalk Design
- Access Management
- Walkable Communities

#### Civil and Structural Engineering:

- Site Development for Infrastructure/Buildings/Roadways
- Structural Analysis and Design
- Condition Assessments/Feasibility Studies
- Bridge Rehabilitation/Design Replacement
- Structural System Code Compliance
- Construction Administration and Observation

The following pages include narratives from several representative MRB Group projects.

## TAB 3 | Experience and Qualifications

### Mill Creek and Pace Park Road Mill and Overlay | Village of Salado

Salado's Pace Park Road serves as a collector for Main Street and provides access to Pace Park on Salado Creek. It is currently a narrow asphalt roadway without drainage ditches. Because it is experiencing deterioration and pavement issues, it requires a new surface and improvements to the pavement edges. The improvements will include an investigation of the existing roadway, the design of pavement rehabilitation, the potential for a ribbon curb, and documents for public bidding of the proposed improvements.



Mill Creek Drive is a two-lane roadway with roadside ditches, also experiencing pavement surface deterioration. Mill Creek Drive also serves as a collector for Main Street. The improvement plans will include an investigation of the existing roadway, pavement rehabilitation design, and documents for public bidding of the proposed improvements.

Unique design attributes included inconsistent roadway widths and connections to existing infrastructure. In addition, the roads vary in use and function – one is a park road, and the other a main business roadway. In addition, the Village elected to determine the solution for improvements and waive the survey and geotechnical exploration.

MRB Group engineers provided Site Assessments, Design, Bidding Phase, Construction Administration, and Observation services. The Village of Salado funded the project.

### Street and Drainage Improvements | City of Milano

The City of Milano's existing roadway system is primarily gravel surfaces and has experienced severe erosion during several past rainfall events, producing large ruts within the existing roadway surfaces. In addition, the existing roadways contain no curbs or facilities to manage the stormwater.



MRB Group was contracted by the City to design the reconstruction of 25,800 linear feet of new 24-foot-wide roadway. The proposed roadway section shall consist of a roadway base and an HMAC driving surface.

The existing roadways contain no drainage facilities or adjacent drainage channels. The City requires both roadway channels and the construction of new roadway culverts at locations in which the existing streams cross the proposed roadway. The roadside ditches will be designed on one or both sides of the existing roadway, dependent upon topography and stormwater runoff quantity. The depth of the roadside channels will be designed to accommodate at least the 10-year storm event, and the culverts crossing the roadway shall be designed to pass the 25-year storm event.

Services include preliminary and final engineering plans and specifications, construction bidding, and construction administration and observation.

MRB Group assisted the City's grant writer in compiling the needed information, resulting in the award of \$3.4 million from the General Land Office (GLO) for a CDBG-MIT grant.

## TAB 3 | Experience and Qualifications

### TxDOT/KTMPO Transportation Improvements | City of Troy

MRB Group contracted with the City of Troy for environmental and engineering design, bidding, construction phase services, and environmental and grant administration for the West Main Street/Luther Curtis Road transportation improvements. The construction portion is funded with FHWA funds through TxDOT/KTMPO, and the engineering, environmental, and grant administration are self-funded. The Texas Department of Transportation (TxDOT) will administer this project. The project's design will include TxDOT details where appropriate.



The lack of turn lanes and intersection traffic signals requires a local police officer to direct traffic during school hours. In addition, the lack of designated crosswalks, bicycle/pedestrian facilities, and street lighting causes unsafe conditions for pedestrians and bicyclists.

MRB recommended reconstructing the existing road section into a 3-lane roadway, adding right-turn lanes and a traffic signal, including pedestrian signals. ADA-compliant sidewalks will be constructed, and street lighting will be added along the roadway. The improved roadway and sidewalks project will enhance mobility for the area and region, increase connectivity and convenience of the transportation system, support opportunities for economic development (access to planned retail development), and enhance the quality of life for pedestrians and bicyclists. In addition, improvements will provide for safer modes of multimodal transportation.

MRB also provided grant writing services, resulting in the award of \$2.5 million from the KTMPO.

### TxDOT Pedestrian Improvements | City of Waco

MRB Group has contracted with the City of Waco to design a 6-foot-wide ADA-compliant pedestrian walkway on both the south and north sides of 19th Street, between Park Lake and College Streets, for approximately 3,015 linear feet.



The project will also include an asphalt mill and overlay with reconfigured striping to add dedicated bicycle lanes within the roadway. Pedestrian safety lighting will be provided along the south side of 19th Street.

MRB will provide environmental assessment services and will also determine a categorical exclusion. In addition, MRB will perform Grant Administration services complying with TxDOT requirements through project closeout.

### Road and Drainage Improvements | City of Waco

The City of Waco has identified the need to reconstruct/widen Mars Drive from Hewitt Drive to Texas Central Parkway and Old Hewitt Road from Mars Drive to Imperial Drive. The project's scope is based on the results of a study and report phase developed by MRB Group and accepted by the City.



## TAB 3 | Experience and Qualifications

MRB Engineers recommended widening both roadways, adding right-turn lanes at the Intersection of Mars Drive and Old Hewitt Road, a center turn lane on Mars Drive, a traffic signal at the intersection of Mars Drive and Old Hewitt, concrete pavement, a new sidewalk along Mars Drive, and several storm drainage improvements along Mars Drive. No existing water or wastewater infrastructure was identified to conflict with the study phase. Mars Drive is currently planned to be closed in segments; Old Hewitt Road will remain open during the construction phase of this project. Entrances to homes and businesses will be maintained throughout construction.

MRB Group's scope of services includes professional engineering and design, topography surveys, signal design, and contract document preparation as required to prepare the design and construction drawings. Services also include an updated topography survey, preparation of easement exhibits for acquisition, construction document submittals, opinion of probable cost, number of days to complete construction, and construction administration.

### Capability to Perform

Because MRB Group specializes in engineering, architecture, and planning, it is essential to have an efficient process that can accommodate a constantly evolving workload. As some projects move to completion, new ones are getting started to take their place. To do this, we have developed a client-studio organizational approach to manage projects and workload properly. With this approach, a Team Leader manages a studio of clients and cross-functional technical resources shared across other in-house studios as needed to meet client demand. This sharing allows for efficient use of manpower distribution so that each team member can work on more than one project simultaneously.

### Established QA/QC Programs

At MRB Group, we establish benchmark performance goals at various project stages. Our project planning includes touchstone meetings with clients to discuss benchmarks, challenges in regulatory or reimbursement reviews, and opportunities for clients to capitalize on positive impacts. As a result, our clients can measure our performance with results. We measure our performance through the positive recommendations received and our long-term relationships with clients.

### Familiarity and Proximity to Morgan's Point Resort

By partnering with MRB Group, the City of Morgan's Point Resort will benefit from the experience of a firm that is knowledgeable of and can comply with City, County, State, and Federal regulations and requirements.

We are located just 8.5 miles from MPR's city center and can respond quickly. Our office in Temple is also available to host the City's key stakeholders and decision-makers at any time.







## TAB 4 | Understanding and Approach

### Understanding of the Project, Desired Outcomes, and Evaluation Metric

MRB has extensive experience in pavement condition analysis and pavement management plans. We utilize the following techniques to facilitate the evaluation, scoring, and recommendation for the inventory of pavements:

- A. Ensure understanding of the scope by meeting with the Client to develop scope, schedule, agreed methods, key stakeholders, and desired outcomes/deliverables. Providing guidance and recommendations to the Client while presenting multiple options that deliver the desired result within the allotted budget.
- B. Inventory each roadway and the pavement condition, curbs, and drainage features through subjective and objective analysis. Based on budget and desired outcome, MRB will utilize a lightweight profiler to measure each roadway's smoothness objectively. MRB will also use subjective measurement to evaluate each roadway's condition systematically. After discussion with the Client, MRB will develop a Pavement Condition Index (PCI) matrix based on the severity and density of distress, pavement defects, deformations, and cracking. MRB will provide the Client with a recommended PCI matrix that will be adjusted based on the Client's input into types of deformations, defect, and cracking that is considered the most important for repairs. Curbs and drainage features will be evaluated subjectively with a separate matrix to identify the damage, flow effectiveness, spalling, and remaining service life. MRB will document the conditions of each roadway and appurtenances via a thorough and organized system of photographs and/or videos. MRB will recommend roadways that would benefit from an evaluation of the structural capacity based on visual ratings of base failures through a Geotechnical investigation and analysis.
- C. MRB will utilize each roadway's subjective and objective evaluations to develop an overall score for each roadway segment to prioritize pavement reconstruction, rehabilitation, and maintenance projects. Each pavement score, photos/videos, Engineer's Opinion of Probable Cost with inflation factors, recommended reconstruction, rehabilitation, or maintenance schedule, and description of the roadway condition will be developed into a GIS file, 10-year pavement maintenance plan, and comprehensive report.

### Project Timeline with Milestones

Production and management schedule creation will begin at the inception of the project. As the project progresses, the entire team will constantly assess the project's goals for schedule, budget, design, quality, etc. MRB Group will provide an exact timeline for deliverables based on the schedule established in the project kickoff meeting. The basic timeline will include a project kickoff meeting, a review of the City's approved Capital Improvement Plan, street inventory, pavement condition survey, Geotechnical analysis if warranted, scoring of each roadway, development of the GIS files, final comprehensive report, 10-year pavement maintenance plan, and Client training.

### Process for Client Communications

MRB Group has extensive experience in project management. We utilize the following techniques to facilitate the project process:

- A. Prompt and effective communication. MRB Group provides the Client with a single point of contact for exchanging information. We understand the importance of informing key stakeholders and supporting clients in judicious project decisions.

## TAB 4 | Understanding and Approach

- B. Project partnership. Over many years of working closely with clients, we have developed a professional reputation for serving as trusted advisors and an extension of our Client's team. The success of our clients measures our success - and the long-term relationships established as a result.
- C. Organizational/Process management. From identifying key players and decision-makers to managing the flow of information, MRB Group provides a process-focused team that ensures the project is completed. Project delays can have tremendous consequences. Our experience is a safeguard; we manage the details so our clients can focus on their responsibilities.
- D. Understanding our role. Distinguishing between policy or operational issues and technical questions is essential. Policy issues are to be decided by our clients, not by MRB Group. Our role is to support and advise when a technical matter may have a policy or operational implication. We ensure decision-makers have a clear conceptual understanding of technical impacts.

### **Technology and Software for Completion of the Study**

MRB has extensive experience utilizing technology and software to provide the Client with useful, adaptable, and robust information in a format that allows the Client to make informed decisions. We utilize the following technology and software to present data:

- A. MRB will utilize a lightweight profiler to perform an objective analysis of the smoothness of the roadways.
- B. MRB will utilize Microsoft Excel to create the PCI matrix and deliver the pavement scoring in a sortable format.
- C. MRB will utilize Microsoft Project to deliver the project schedule that ensures delivery within the agreed timeline.
- D. MRB will deliver the project's comprehensive final report in PDF format.
- E. MRB will provide ESRI shape files with roadway and appurtenance attribute data utilizing GIS software.



## TAB 5 | References

<b>Client / Company Name:</b> City of Waco	
<b>Contact Name:</b> Roger Blakley	<b>Contact Title:</b> Senior Engineer, Public Works Department
<b>Phone:</b> 254-750-5849	<b>Email:</b> RBlakley@wacotx.gov
<b>Date and Scope of Work Provided:</b> Mars Drive Road and Drainage Improvement – 2022-2023 Design for the reconstruction/widening of Mars Drive from Hewitt Drive to Texas Central Parkway and Old Hewitt Road from Mars Drive to Imperial Drive. The project's scope was based on the results of a study and report phase developed by MRB Group and accepted by the City.	

<b>Client / Company Name:</b> Village of Salado	
<b>Contact Name:</b> Don Ferguson	<b>Contact Title:</b> Village Administrator
<b>Phone:</b> 254-947-5060	<b>Email:</b> dferguson@saladotx.gov
<b>Date and Scope of Work Provided:</b> Mill Creek and Pace Park Mill and Overlay – 2022 - MRB Group provided engineering services for the investigation of the existing roadway, the design of pavement rehabilitation, the potential for a ribbon curb, and documents for public bidding of the proposed improvements. MRB also provided Site Assessments, Design, Bidding Phase, Construction Administration, and Observation services for both projects.	

<b>Client / Company Name:</b> City of Troy	
<b>Contact Name:</b> Gary Smith	<b>Contact Title:</b> City Administrator
<b>Phone:</b> 254-938-2505	<b>Email:</b> gsmith@cityoftroy.us
<b>Date and Scope of Work Provided:</b> TxDOT/KTMPO Transportation Improvements – 2022-2023 - MRB Group contracted with the City of Troy for environmental and engineering design, bidding, construction phase services, and environmental and grant administration for the West Main Street/Luther Curtis Road transportation improvements.	

<b>Client / Company Name:</b> City of Milano	
<b>Contact Name:</b> Karl Westbrook	<b>Contact Title:</b> Mayor
<b>Phone:</b> 979-224-0227	<b>Email:</b> k.westbrook@cityofmilano.org
<b>Date and Scope of Work Provided:</b> Street and Drainage Improvements – 2023-2024 - The City contracted MRB Group to design the reconstruction of 25,800 linear feet of new 24-foot-wide roadway, and requires both roadway channels and the construction of new roadway culverts at locations where the existing streams cross the proposed roadway. MRB's services include preliminary and final engineering plans and specifications, construction bidding, and construction administration and observation. MRB Group assisted the City's grant writer in compiling the needed information, resulting in the award of \$3.4 million from the General Land Office (GLO) for a CDBG-MIT grant.	







## TAB 6 | Required Representations

### Gratuities/Bribes

MRB Group certifies that no bribes in the form of entertainment, gifts, or otherwise, were offered or given by MRB Group or its agent or representative, any City officer, employee, or elected representative, concerning this RFQ or any contract with the City, and that if any such bribe is found to have been made, this shall be grounds for voiding of the contract.

### Financial Participation

MRB Group certifies that it has not received compensation from the City to participate in preparing the specifications or RFQ on which the Proposal is based and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.

### Required Licenses

MRB Group certifies that we hold all licenses required by the State of Texas for a provider of the goods and services described by the Scope of Services in the RFQ.

### Authority to Submit Proposal and Enter Contract

I, **James J. Oberst, P.E., LEED AP**, have the authority to submit this Proposal on behalf of MRB Group and bind MRB Group to any resulting contract.



James J. Oberst, P.E., LEED AP  
Executive V.P./C.O.O.





**TAB 7 | Financial Responsibility Provisions**











# CERTIFICATE OF INTERESTED PARTIES

FORM 12

Item b.

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
CERTIFICATION OF FILING**

Certificate Number:  
2023-1089025

Date Filed:  
10/30/2023

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**  
MRB Group, P.C.  
Temple, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
City of Morgan's Point Resort

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
Roadway Pavement Study/Anal.  
Professional Civil Engineering Services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Colvin, P.E., Ryan T.	Rochester, NY United States	X	
	Oberst, P.E., James J.	Rochester, NY United States	X	
	Doyle, P.E., David M.	Rochester, NY United States	X	
	Nicoletta, P.E., Patrick A.	Rochester, NY United States	X	
	Chatfield, P.E., Paul R.	Rochester, NY United States	X	
	Sciarrone, P.E., Robert A.	Rochester, NY United States	X	
	Reed, AIA, Tanya	Temple, TX United States	X	
	Davis, William	Rochester, NY United States	X	

**5 Check only if there is NO Interested Party.**


**6 UNSWORN DECLARATION**

My name is James J. Oberst, P.E., LEED AP, and my date of birth is XX-XX-XXXX.

My address is 145 Culver Rd, Suite 160, Rochester, NY, 14620, US.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Monroe County, State of New York, on the 7th day of November 2023.  
(month) (year)



Signature of authorized agent of contracting business entity  
(Declarant)

## Solomon Thomas, P.E.

### Project Manager

A hands-on professional engineer with direct experience serving in project management, large-scale public utility operations and maintenance, as well as public administration as a former TxDOT Area Engineer. Powerful communicator/facilitator with specialized experience in fostering support and collaboration among project stakeholders, elected officials, state representatives and regulatory agencies.

High-level skills include transportation project and construction management, estimating, bid process management, strategic planning, budgeting and managing project finances. Cognizant of project impacts on public works operations and staff, and long term associated costs.



### Expertise

**Comprehensive Project Management** – Solomon has over 15 years of progressive planning, engineering, construction management, and facility operations experience with all sizes of transportation and related utility projects. He has coordinated significant infrastructure improvements, including a \$350 million highway expansion through Temple, Texas, improving gateway signage and landscaping, and facilitating connections to downtown and transportation hubs to support economic development. In addition, his responsibilities included facilitating public meetings to update the community and businesses.

**Main Street / Rural Community Development Support** – Solomon has managed numerous projects in small communities, including a \$4 million Main Street rehabilitation which provided sidewalks and connected the main thoroughfare to pedestrian and bicycle traffic. He has coordinated materials and finishes to support the historic character of communities and protect environmentally sensitive natural resources. His work with impacted businesses and elected officials minimized interruptions and impacts on local tourism through coordinated meetings and managing public outreach to properly inform and engage businesses and residents. Solomon's work also includes a \$3 million project which provided site rehabilitation and sidewalks, placed a pedestrian bridge over a railroad, and connected a regional medical center to major residential areas and businesses in a highly trafficked location. Extensive project coordination has involved railroads, local officials, regulatory agencies, businesses, and residents.

Other projects include numerous roadway and safety enhancements, bridges, gateway features, and specialized lighting; all meeting community needs within strict project budgets.

Solomon is TxDOT Local Government Project Procedures (LGPP) certified.

### Education:

Master of Science, Mathematics, Tarleton State University, Stephenville, TX

Bachelor of Science, Civil Engineering, Arkansas State University, Jonesboro, AR

### Certifications:

TX Professional Engineer, Lic# 102432

NY Professional Engineer, Lic# 105723

TxDOT Local Government Project Procedures (LGPP)

### Professional Training:

- TxDOT Construction Administration
- TxDOT/AASHTO Leadership
- SCTPP
- Governor's Center Management Development Program
- Roadside Safety Systems
- Environmental
- Livability
- Drafting
- Water resources
- Scheduling
- Traffic control
- Microstation
- AutoCAD
- Thysis
- Winstorm
- Suretrack

# Solomon Thomas, P.E.

## Key Projects

### City of Temple

- TxDOT FM 1741 Sidewalks
- TxDOT FM 1741 Pedestrian Bridge and Sidewalks
- TxDOT Spur 290 Rehabilitation, Sidewalks, and Gateway Signage/Landscape
- TxDOT SH 53 Rehabilitation
- TxDOT Loop 363 Rehabilitation
- TxDOT FM 2305 Rehabilitation and Hike and Bike
- TxDOT SH 317 Rehabilitation and Sidewalks
- TxDOT FM 439 Rehabilitation and Sidewalks
- TxDOT FM 2271 Rehabilitation
- TxDOT/City of Temple FM 2483 Realignment, Rehabilitation and Sidewalks
- TxDOT US 190 Rehabilitation
- TxDOT SH 95 Rehabilitation

### Village of Salado

- TxDOT Main Street Rehabilitation and Sidewalks
- Mill Creek and Pace Park Mill and Overlay

### City of Buffalo

- TDA Downtown Revitalization, Phase 2

### City of Waco

- TxDOT Safe Routes to School – JH Hines
- Elm Ave TASA
- TxDOT Elm Ave Rehabilitation and Sidewalks
- Mars Drive and Old Hewitt Rehabilitation and Sidewalks
- TxDOT FM 1637 Rehabilitation, Sidewalks, and Gateway Signage/Landscape
- TxDOT Loop 574 New location Roadway and Sidewalks

### City of Harker Heights

- TxDOT FM 3481 Rehabilitation and Sidewalks

### City of Woodway

- Bush Drive Reconstruction

### Interstate 35

- Williamson County Line to Salado Road Reconstruction/Bridges
- Salado to Belton Road Reconstruction/Bridges, Sidewalks, and Environmentally Sensitive Areas
- Belton to Temple Roadway Resurfacing
- At Loop 363 Interchange Reconstruction
- South Loop 363 to North Loop 363 Road Reconstruction/Bridges and Sidewalks
- Temple to Troy Road Reconstruction/Bridges and Sidewalks
- Troy to Bruceville-Eddy Road Reconstruction/Bridges and Sidewalks
- Bruceville-Eddy to Hewitt Road Reconstruction/Bridges and Sidewalks
- Brazos River Frontage Road Bridges
- South Loop 340 to North Loop 340 Road Reconstruction/Bridges and Sidewalks
- Bellmead to West Road Reconstruction/Bridges and Sidewalks

### City of McGregor

- TxDOT SH 317 Rehabilitation and Sidewalks

### City of West

- TxDOT Downtown Sidewalks

### City of Holland

- TxDOT SH 95 Rehabilitation and Downtown Drainage

### City of Troy

- TxDOT TA W. Main/Luther Curtis Rd. Transportation Improvements

### City of Milano

- GLO Streets and Drainage Improvements

### City of Beverly Hills

- ARPA Park Avenue Reconstruction

# Lee Lingenfelter, P.E., CFM

## Project Manager

A design engineer and project manager with a strong focus on environmental stewardship and effective public assets and infrastructure management for long-term viability and community resiliency.

Experience in site and transportation engineering, stormwater management, drainage, erosion and sediment control, with a strong focus on client communication and engagement in both the design and project management process.



## Expertise

**Project Management** — 12 years of experience managing civil engineering projects, producing on-time, on-budget deliverables, coordinating with stakeholders to keep them informed, and maintaining contractor accountability. Projects include various civil engineering, site development, and transportation-related projects. Deliverables include construction documents, informational memos, opinions of probable construction costs, reports, and specifications.

**Design Engineering** — Field work has included materials testing and geotechnical investigations, with hands-on projects involving bridge inspections, replacements and repair; intersection improvements and connector road design; construction of noise walls; pedestrian safety improvements; retaining wall inspections; and roadway inspections and reconstruction, all providing a solid foundation for application-focused engineering that recognizes long term impacts of design decisions.

**Asset Management** — Well-versed in Maximo (for asset management), including creating and conducting training for clients to fully utilize resources and tools to track and optimize infrastructure maintenance. Equally well-versed in readily available software applications for data tracking and planning to promote proactive management for greater efficiency of services and net cost savings.

**Client Engagement** — A strong communicator, keeping clients informed and engaged in the design process, ensuring adequately-translated needs and solutions are effectively implemented.

### Education:

B.S. in Civil Engineering,  
University of Iowa

### Professional Licenses:

Professional Engineer  
Texas, No. 144297  
District of Columbia, No.  
PE908877

### Professional Associations:

Texas Floodplain  
Management  
Association (TFMA)

### Certifications:

CFM – Certified  
Floodplain Manager



# Lee Lingenfelter, P.E., CFM

## Key Projects

### Temple ISD, Temple TX

- 3 Elementary Schools' Security Vestibules
- Wheatley ES, Edwards Academy Campus Upgrades
- Western Hills ES Campus Upgrades
- ISD Operations Center

### TTS Distribution, Temple TX

- Site Development for Manufacturing Addition

### Bell County, Belton, TX

- Site Drainage/Grading for County Engineer's Office

### Bell County EXPO Center, Belton, TX

- Drainage/Grading for Stock Pen Addition

### City of Buffalo, TX

- Wastewater Treatment Plant Upgrades

### City of Hillsboro, TX

- Mark Street Drainage and Grading

### Village of Salado, TX

- Stagecoach Circle Drainage and Grading
- Plant and Plat Review

### City of Bartlett, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

### Falls County, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

### Milam County, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

### Bruceville-Eddy, TX

- Plant and Plat Review

### City of Robinson, TX

- FIF Floodplain/Hydrologic/Hydraulic Modeling and Analysis

### \*City of DeSoto, TX

- Engineering Design for 2021 Street Reconstruction Project

### \*Fort Worth, TX

- Ft Worth TPW Bond Year 2 Contract 12; Fort Worth, TX

### \*Dallas, TX

- Dallas PARD Anderson Bonner Park Erosion Control Improvements
- Dallas DWU Water and Wastewater Main Replacements at Various Locations
- Dallas DPW Community Drive Paving and Drainage Improvements

### \*Virginia Department of Transportation (VDOT)

- Progress Park Connector Road Project Drainage Culverts
- Route 50 Bridge over Goose Creek Replacement and Repair Project
- Broadview Avenue Reconstruction Project Drainage Design

### \*Maryland State Highway Administration

- Route 1 Pedestrian Safety Improvements at Brewers Court Drainage Design

### \*District of Columbia

- Water Asset Management Program at Blue Plains Advanced Wastewater Treatment Plant and Bryant Street Pumping Station.
- DC Water First Street Tunnel Design of Erosion and Sediment Control

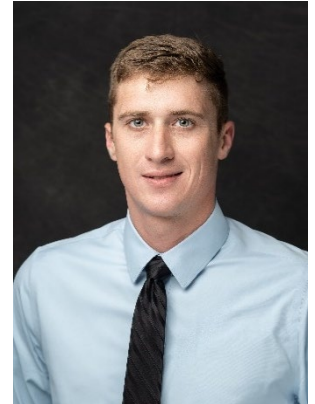
\*Representative projects demonstrate professional experience and were completed prior to engagement with MRB Group.

# Michael Beach

## Senior GIS Analyst

Extensive experience in GIS management, flood management studies, transportation infrastructure, and aerial mapping and surveying projects.

Focuses include customized mobile GIS applications supporting mapping, monitoring, and reporting from the field.



### Expertise

**Water Infrastructure** – Designs and plans production of water infrastructures, including ground storage tanks, elevated storage tanks, pump stations, and transmission and distribution mains.

**Water/Wastewater Municipal GIS Management** – Manages GIS systems for Municipalities across Central Texas, providing clients with system analysis, asset management, and an online GIS presence.

**Aerial Mapping/Surveying** – High-accuracy survey-grade mapping utilizing drones, point clouds, and aerial imagery.

**Wastewater Infrastructure** – Designs and plans the production of wastewater infrastructures, including sewer plants, trunk mains, and collection pipes.

**Flood Studies** – Creates GIS data and workflows for floodwater management and analysis.

**Workflow Development** – Develops industry-leading practices for efficient and effective use of today's leading technology in GIS surveying and mapping.

**Transportation Infrastructure** – Designs and plans production of roadways and sidewalks. Has worked on Safe Routes to School, Transportation Enhancement, and Downtown Revitalization Project grant programs.

### Technical Knowledge:

AutoCAD Civil 3D

Pix4D

Global Mapper

HEC-RAS

HEC-HMS

AWS

### Key Projects

#### Wastewater Experience

- City of Jarrell Wastewater Treatment Plant
- City of Jarrell Meadow Valley Loop Wastewater Line
- Bellmead Trunk Main
- City of Bartlett Wastewater System
- City of Temple 41st-57th Streets

#### Drainage/Stormwater Experience

- Falls County FIF Flood Control Planning
- Milam County FIF Flood Control Planning
- City of Bartlett FIF Flood Control Planning

## Michael Beach

### Municipal GIS Experience

- City of Holland
- City of Lorena
- Dog Ridge Water Supply Corp
- City of Troy
- 439 Water Supply Corp
- Pendleton Water Supply Corp
- City of Bellmead
- City of Holland
- City of Jarrell
- City of Morgan's Point Resort
- City of Rosebud
- City of Hillsboro
- City of Buffalo
- City of Sweeny
- City of Bartlett

### Water Experience

- Bellmead Elevated Storage Tank
- 439 WSC Elevated Storage Tank
- Dog Ridge WSC FM 2410 Water Transmission and Distribution Mains
- City of Temple 41st-57th Streets
- City of Temple 36" water transmission line
- City of Marlin water CDBG
- City of Hillsboro Elevated Storage Tank and water main transmission
- City of Sweeny water model

### Aerial Mapping Experience

- City of Marlin
- City of Rockdale
- City of Copperas Cove
- City of Cameron
- City of Waco
- City of Killeen Condor Park
- City Copperas Cove City-wide City Parks
- 439 WSC Sparta Rd.
- City of Waco Lake Waco Aerial Power Lines
- Hill County Annex
- Bell County Jail
- Bell County Expo Center
- City of Milano

### Transportation Experience

- Rockdale Hwy 79 Rehabilitation / Downtown Revitalization Project
- Copperas Cove 190 Transportation Enhancement
- Morgan's Point Resort Roadway Evaluation and Master Plan
- Hutto Sidewalk Safe Routes to School
- City of Hillsboro SRTS
- City of Granger SRTS
- City of Troy SRTS - Phase II
- City of Troy W. Main/Luther Curtis Rd.
- City of Woodway Bush Drive Reconstruction





**MRB** | *group*

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Temple, TX 76501  
Phone 254-771-2054  
[www.mrbgroup.com/texas](http://www.mrbgroup.com/texas)







# CITY OF MORGAN’S POINT RESORT

## JOB DESCRIPTION



### Marketing & Communications Coordinator

**Department** Administration  
**FLSA Status** Exempt  
**Effective Date:** Oct 1, 2022

#### POSITION SUMMARY

Under general direction of the City Manager, and Assistant City Manager, this position develops, organizes and manages strategic City-wide communications efforts, including but not limited to economic development, emergency, and public safety. The communications and marketing department handles all the public information responsibilities for the City. This position oversees the City’s website, social media accounts, marketing materials, and handles all outside media requests. The communications and marketing department works to keep the City of Morgan’s Point Resort’s residents informed, from important information during critical events to raising awareness about fun city events.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Continuously monitor and evaluate responsiveness, efficiency, and effectiveness of special events.
- Establishes and maintains positive media relations.
- Maintain inventory and purchase supplies and equipment needed for special events.
- Serves as the main contact person within the City for the media, and other agencies
- Serves as a spokesperson for the City.
- Plans and manages the City’s communications needs and marketing strategies city-wide, including near and long-term goals
- Writes official city news releases and community announcements by gathering information from city departments.
- Serves as project coordinator for all city dedication, ground breaking, and grand opening ceremonies.
- Work with the local school district in coordination of facilities, programs, and marketing.
- Organize community outreach and member appreciation events.
- Network and attend functions with several local chamber of commerce organizations as the face of the City of Morgan’s Point Resort, and Morgan’s Point Resort’s Economic Development Charter.
- Respond to citizen complaints and inquiries; research and resolve any discrepancies; explain policies and procedures to citizens.
- Design ads, menus, brochures, flyers, logos, banners, newsletters, eblasts, and other lead producing promotions for print and digital uses for the City of Morgan’s Point Resort services and events.
- Prepare and implement marketing and communications strategies for all facilities.
- Update programs, services, and events sold through online registration and sales of special events and programs.
- Manage the yearly advertising budgets for advertising.
- Prepare monthly, quarterly, and annual reports.
- Prepare and maintain a variety of letters and reports.
- Prepares special reports for City Council and/or groups.
- Communicate effectively with staff, residents, and visitors.
- Work with community partners to create and develop destination opportunities.

<u>ACTIVITY</u>	<u>TIME AT TASKS</u>
Administration	20%
Customer Service	20%
Planning	60%

- Trains city department managers on media relations.
- Be proficient in all pricing, programs, policies, and guidelines.
- Attend all required meetings, seminars, and events including but not limited to special events, in-services, community events, etc.

### **SUPERVISION RECEIVED AND EXERCISED**

- Works and receives direction under the broad guidance of the City Manager.
- No supervisory responsibilities
- Performs other duties as may be required or assigned

### **EDUCATION AND EXPERIENCE REQUIREMENTS**

*Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

#### **Education**

High School diploma or equivalent is required. A Bachelor's degree from an accredited college or university with major coursework in communications, marketing, planning, journalism, or multimedia is strongly preferred, but not required.

#### **Experience**

Experience with MS office suite, writing, editing, email campaigns systems, Facebook, or Twitter, YouTube, and Instagram. Excellent knowledge of English both speaking and writing.

#### **Knowledge, Skills, and Abilities:**

- Ability to serve the public and fellow employees with honesty and integrity.
- Knowledge of federal, state, and local laws, statutes, regulation codes, and standards related to the area of responsibility.
- Knowledge of city policies and procedures
- Ability to analyze, organize, and prioritize work while meeting multiple deadlines.
- Understanding of digital design software (example: CANVA Pro, adobe suite, InDesign, Photoshop, or similar)
- Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from managers and the general public.
- Organizes meeting with media representatives to keep open lines of communication.
- Willing to work non-standard hours on occasion.

#### **Marketing**

- Maintain, monitor, and generate content for department social media sites.
- Develop marketing tools, digital media, website, and miscellaneous printed materials to increase support and participation in event activities.
- Respond promptly to questions and requests from social media sites.
- Develop, organize, and distribute an E-newsletter.
- Researches, writes, designs, recordings, photography, and edits all publications produced for citizens, businesses, and visitors, whether electronic or in print.
- Ensure department page on City website remains current and up to date.
- Engage and notify print and TV media of upcoming events and programs in coordination with city events.
- Coordinates and assists with special tourism events.

## **Event Planning**

- Develop and implements events, both private and public functions. Assist with implementation of recreational programs.
- Directs, plans, and develops information material to communicate with the city staff, citizens, businesses, and visitors.
- Serve as a liaison between city staff, volunteers, and various other organizations to ensure policies are followed during events, in accordance to City ordinances.
- Assist in the preparation and drafting of various communications (email, social media, blogs, etc.) to maximize awareness of and participation in events. Develop compelling custom content.
- Maintain and update website with current, compelling information.
- Maintain accurate, up to date records.
- Respond to requests and inquiries from the general public.
- Work independently in the absence of supervision.
- Understand and follow oral and written instructions.
- Responsibly handles money and sensitive and confidential financial information.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

## **PHYSICAL DEMANDS**

*The physical demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

<b>Weight</b>	20
<b>Environment</b>	Mod. Noise/Loud
<b>Physical activity</b>	Light

- Incumbents may be required to work extended hours including evenings and weekends. Incumbents may be required to travel outside City boundaries to attend meetings. The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- Work involves walking, talking, hearing, using hands to handle, feel or operate objects, tools, or controls and reach with hands and arms. Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The noise level in the work environment is usually not loud in the office or maybe moderately loud when in the field.
- Work may periodically require the employee to climb, balance, bend, stoop, kneel, and/or crouch.
- Incumbents may be required to push, pull, lift, or carry up to 20 pounds.

*Note: The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position. Nothing in this job description restricts management's right to assign duties and responsibilities to this job at any time. The omission of specific job duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment contract and is subject to change as the needs of the employer and requirements of the job change.*

# CITY OF MORGAN'S POINT RESORT



## Job Description

### Communications & Marketing Manager

<b>Department</b>	Administration
<b>FLSA Status</b>	Exempt
<b>Effective Date</b>	October 1, 2022

### Position Summary

Under general direction of the City Manager, and Assistant City Manager, this position develops, organizes and manages strategic City-wide communications efforts, including but not limited to economic development, emergency, and public safety. The communications and marketing department handles all the public information responsibilities for the City. This position oversees the City's website, social media accounts, marketing materials, and handles all outside media requests. The communications and marketing department works to keep the City of Morgan's Point Resort's residents informed, from important information during critical events to raising awareness about fun city events.

### Supervision Received and Exercised

- Works and receives direction under the general guidance of the City Manager.
- No supervisory responsibilities.
- Provides guidance and support to city communications volunteers and PIOs.

### Essential Duties and Responsibilities

#### Media Relations and Communications:

- Establishes and maintains positive media relations and serves as the primary spokesperson within the City for the media and other agencies.
- Plans and manages the City's communications needs and marketing strategies city-wide, including near and long-term goals.
- Writes official city news releases and community announcements by gathering information from city departments.
- Design ads, menus, brochures, flyers, logos, banners, newsletters, email campaigns, and other promotions for print and digital uses for the City of Morgan's Point Resort services and events.



# CITY OF MORGAN'S POINT RESORT

- Prepare and implement marketing and communications strategies for city departments and events.
- Prepares special reports for City Council and/or other committees.
- Communicate effectively with staff, residents, and visitors, responding to inquiries and resolving complaints while reducing escalation.
- Train city department heads, staff and volunteers on branding guidelines, social media policies, and media relations.

### **Community Engagement and Partnerships:**

- Continuously monitor and evaluate responsiveness, efficiency, and effectiveness of special events.
- Organize community outreach events and spearhead community engagement initiatives.
- Promotes and organizes community surveys, gathering statistically valid feedback to support city decision-making.
- Network and attend functions with several local chamber of commerce organizations as the face of the City of Morgan's Point Resort, and Morgan's Point Resort's Economic Development Charter.
- Work with community partners to create and develop destination opportunities.
- Work with local nonprofits to promote community events and opportunities.

### **Administrative and Financial Responsibilities:**

- Perform administrative duties for the City Manager including, but not limited to accepting phone calls and scheduling meetings.
- Meet with potential vendors for demos and recommend to relevant departments.
- Organize staff events, birthday celebrations, anniversaries and retirements.
- Spearhead internal communications including but not limited to staff headshots, bios, and an employee newsletter.
- Design and order city paraphernalia including promotional items, t-shirts, etc.
- Manage the annual budgets for events, advertising, and communications-related equipment, products and services.
- Coordinate with the Finance Department to produce the annual budget book and related financial transparency projects.
- Prepare monthly, quarterly, and annual reports as necessary.
- Be proficient in all pricing, programs, policies, and guidelines.
- Attend all required meetings, seminars, and events including but not limited to special events, in-services, community events, etc.





# CITY OF MORGAN'S POINT RESORT

## Education and Experience Requirements

*Candidates should possess a combination of education and experience sufficient to demonstrate the necessary knowledge, skills and abilities for the role. An example of a typical pathway to acquire these qualifications includes:*

### Education

High School diploma or equivalent is required. A Bachelor's degree from an accredited college or university with major coursework in communications, marketing, journalism, multimedia or a related field is strongly preferred, but not required.

### Experience:

- 3-years of communications, marketing or related experience is preferred, but not required.
- Strong background in developing and implementing successful marketing strategies, campaigns, and public relations initiatives.
- Demonstrated experience in managing comprehensive communication plans across various channels, including digital, social media, print, and events.
- Familiarity with municipal or public sector communication is a plus.

## Knowledge, Skills and Abilities

- Excellent written and verbal communication skills.
- Understanding of digital marketing tools and social media platforms.
- Competency with digital design software such as Canva Pro, Adobe Creative Suite, etc.
- Ability to write reports, press releases, business correspondence, policies and procedures.
- Ability to effectively build rapport and maintain positive relationships with local media, maintaining transparency and open lines of communication.
- Strong public speaking skills and ability to effectively present information and respond to questions from City Council, committees and the general public.
- Strong organizational skills with the ability to manage multiple tasks and deadlines.
- Demonstrated creativity and a willingness to contribute fresh ideas.
- Ability to work collaboratively in a team and adapt to a dynamic work environment.



# CITY OF MORGAN'S POINT RESORT

- A proactive and enthusiastic approach to learning and applying new skills.
- Knowledge of local government is preferred but not required.
- Ability to work evenings and weekends as necessary for meetings and local events.

*We don't want confidence-gap or imposter syndrome to get in the way of meeting spectacular candidates. If you think you might be a great fit for this position, we encourage you to apply even if you don't meet every one of our qualifications listed.*

### Physical Demands

*The physical demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.*

<b>Weight</b>	20
<b>Environment</b>	Mod. Noise
<b>Physical activity</b>	Light

- Incumbents may be required to work extended hours including evenings and weekends. Incumbents may be required to travel outside City boundaries to attend meetings.
- Work involves walking, talking, hearing, using hands to handle, feel or operate objects, tools, or controls and reach with hands and arms. Vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.
- The noise level in the work environment is usually not loud in the office, but may be moderately loud when working in the field.
- Work may periodically require the employee to climb, balance, bend, stoop, kneel, and/or crouch.
- Incumbents may be required to push, pull, lift, or carry up to 20 pounds.

*Equal Employment Opportunity: In accordance with applicable laws, the City of Morgan's Point Resort is an equal employment opportunity employer and prohibits discrimination based on race, color, religion, national origin, gender, sexual orientation, gender identity, age, physical or mental disability, or veteran status. This policy applies to recruiting, hiring, transfers, promotions, terminations, compensation and benefits and also states that retaliation against any employee who files a complaint regarding possible violations of this policy will not be tolerated. All information will be kept confidential according to EEO guidelines.*





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## ARTICLE 8.02. MINORS

### DIVISION 1. GENERALLY

**Secs. 8.02.001—8.02.030. Reserved.**

### DIVISION 2. CURFEW

#### Sec. 8.02.031. Definitions.

For the purpose of this Division, the following words, terms and phrases shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning:

*Curfew hours* means:

- (1) 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday, or Thursday until 6:00 a.m. on the following day; and
- (2) 12:01 a.m. until 6:00 a.m. on any Saturday or Sunday.

*Direct route* means the shortest path of travel through a public place to reach a final destination without any detour or stop along the way.

*Emergency* means a sudden or unexpected occurrence of a serious and urgent situation which requires immediate action to preserve life or property, including but not be limited to a fire, a natural disaster, an automobile accident, or seeking immediate medical treatment for any person.

*Interstate transportation* means transportation between states of the United States or between a state of the United States and foreign country, to which any travel through the City is merely incidental.

*Intrastate transportation* means transportation between locations within the State, to which any travel through the City is merely incidental.

*Minor* means any person less than 17 years of age.

*Parent* means a person who is the assumed parent or adoptive parent of a minor; as used herein "parent" shall also include a court-appointed guardian, or other person 21 years of age or older who has been authorized by the parent or by a court order or by the court-appointed guardian to have the care and physical control of a minor.

*Public place* means any place to which the public or a substantial group of the public has access, and includes, but is not limited to, streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transportation facilities, restaurants and shops.

#### Sec. 8.02.032. Offenses.

- (a) It shall be unlawful for any minor to intentionally or knowingly remain, walk, run, stand, drive or ride about in or upon any public place in the City during curfew hours.
- (b) It shall be unlawful for a parent of a minor to knowingly allow or permit the minor to be in violation of the curfew imposed in subsection (a) of this Section.



- (c) It shall be unlawful for any owner, operator, or employee of any privately owned place of business operated for a profit, to which the public is invited, to knowingly allow a minor or minors to remain upon the premises of said place of business during curfew hours.
- (d) It shall not be a defense to the application of this Division that a parent gave the minor the permission to violate this Division for no purpose other than the parent had the authority over his minor to do so.

**Sec. 8.02.033. Exceptions and defenses.**

- (a) No officer shall detain a minor where an exception to the application hereof is apparent. It is a defense to prosecution under Section 8.02.032 that, at the time of the act that otherwise would constitute an offense:
  - (1) The minor was accompanied by his or her parent;
  - (2) The minor was accompanied by an adult 21 years of age or older approved by the parent;
  - (3) The minor was on an emergency errand;
  - (4) The minor was attending a school, religious or government-sponsored activity, or going to or coming from a school, religious or government-sponsored activity;
  - (5) The minor was engaged in a lawful employment activity or labor organization meeting or going to or coming from said lawful employment or labor organization meeting;
  - (6) The minor was on the premises of the place where such minor resides or on the premises of a next-door neighbor and said neighbor was not communicating an objection to a peace officer regarding the presence of said minor;
  - (7) The minor was in a motor vehicle involved in intrastate or interstate transportation or was awaiting transportation by such means;
  - (8) The minor was married or had been married or had disabilities of minority removed in accordance with the Texas Family Code;
  - (9) The minor was on a direct route to his or her place of residence from an activity which he or she left within the lawful curfew time;
  - (10) In a prosecution under Section 8.02.032(c), the owner/operator or employee of the place of business promptly notified the Police Department that a minor was present on the premises of the business during curfew hours and refused to leave: or
  - (11) The minor was exercising his or her First and Fourteenth Amendment rights protected by the United States Constitution, including, but not limited to, the free exercise of religion, freedom of speech, and the right of assembly.
- (b) It shall not be a defense to the application of this Division that a parent gave the minor permission to violate this Division.

**Sec. 8.02.034. Enforcement procedure.**

- (a) Any peace officer, upon finding a minor in violation of Section 8.02.032(a), shall record the name and address of the minor and his or her parent(s) or guardian(s), and shall issue a citation to the minor for the violation of this Division referring said juvenile and parent to appear before the municipal court. At the discretion of the investigating police officer, a written warning citation may be issued. Said minor shall be ordered by the officer to go home by the most direct means and route. In the event said minor is in pedestrian mode or has no transportation, the officer shall transport the minor to his or her residence or shall make arrangements for said minor's parents or guardian to take custody of said minor.

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- (b) A copy of the citation shall be forwarded to the City's Police Department, which shall send correspondence to the parent(s) or guardian(s) of the minor who was found in violation of this Division, advising of the violation of this Division and addressing the City's expectation and requirement of parental control of the minor.

**Sec. 8.02.035. Periodic review.**

This Division shall be reviewed before the third anniversary of the passage of this Section, and every three years thereafter, as required by V.T.C.A., Local Government Code § 370.002, as amended. Such review shall be conducted following a public hearing upon the need to continue the Division, and the City Council shall have the option to continue, abolish, or modify the Division based upon its review of the Division's effects on the community and on the problems the Division is intended to remedy.

**Sec. 8.02.036. Penalty.**

- (a) Any minor violating the provisions of this Division shall be guilty of a class C misdemeanor as defined in the Texas Penal Code and shall be dealt with in accordance with the provisions of V.T.C.A., Family Code tit. 3 and V.T.C.A., Code of Criminal Procedure tit. 3.
- (b) A parent who violates Section 8.02.032(b) or a person who violates Section 8.02.032(c) shall be guilty of a misdemeanor, which shall be punishable by a fine of not less than \$100.00 or more than \$500.00.
- (c) In assessing punishment for either a parent or a minor, the municipal court judge may consider community service.

(Ord. No. 2020-01, 1-14-20)

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1 AN ACT  
2 relating to the repeal of the authority of political subdivisions  
3 to adopt or enforce juvenile curfews.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

5 SECTION 1. Article 45.045(c), Code of Criminal Procedure,  
6 is amended to read as follows:

7 (c) This article does not limit the authority of a court to  
8 order a child taken into custody under Article 45.058 [~~or 45.059~~].

9 SECTION 2. Article 45.060(a), Code of Criminal Procedure,  
10 is amended to read as follows:

11 (a) Except as provided by Article [~~Articles~~] 45.058 [~~and~~  
12 ~~45.059~~], an individual may not be taken into secured custody for  
13 offenses alleged to have occurred before the individual's 17th  
14 birthday.

15 SECTION 3. Section 51.02(15), Family Code, is amended to  
16 read as follows:

17 (15) "Status offender" means a child who is accused,  
18 adjudicated, or convicted for conduct that would not, under state  
19 law, be a crime if committed by an adult, including:

20 (A) running away from home under Section  
21 51.03(b)(2);

22 (B) a fineable only offense under Section  
23 51.03(b)(1) transferred to the juvenile court under Section  
24 51.08(b), but only if the conduct constituting the offense would

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1 not have been criminal if engaged in by an adult;

2 (C) a violation of standards of student conduct  
3 as described by Section 51.03(b)(4);

4 (D) [~~a violation of a juvenile curfew ordinance~~  
5 ~~or order,~~

6 [~~(E)~~] a violation of a provision of the Alcoholic  
7 Beverage Code applicable to minors only; or

8 (E) [~~(F)~~] a violation of any other fineable only  
9 offense under Section 8.07(a)(4) or (5), Penal Code, but only if the  
10 conduct constituting the offense would not have been criminal if  
11 engaged in by an adult.

12 SECTION 4. Section 38.003(a), Government Code, is amended  
13 to read as follows:

14 (a) The judge of a county, justice, or municipal court, in  
15 accordance with Section 38.002, may award money from a judicial  
16 donation trust fund established under Section 38.001 to eligible  
17 children or families who appear before the court for a truancy [~~or~~  
18 ~~curfew~~] violation or in another misdemeanor offense proceeding  
19 before the court.

20 SECTION 5. Section 71.0352, Government Code, is amended to  
21 read as follows:

22 Sec. 71.0352. JUVENILE DATA: JUSTICE, MUNICIPAL, AND  
23 TRUANCY COURTS. As a component of the official monthly report  
24 submitted to the Office of Court Administration of the Texas  
25 Judicial System:

26 (1) a justice court, municipal court, or truancy court  
27 shall report the number of cases filed for:

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1 (A) truant conduct under Section 65.003(a),  
2 Family Code; and

3 (B) the offense of parent contributing to  
4 nonattendance under Section 25.093, Education Code; and

5 [~~(C) a violation of a local daytime curfew  
6 ordinance adopted under Section 341.905 or 351.903, Local  
7 Government Code; and~~]

8 (2) in cases in which a child fails to obey an order of  
9 a justice court, municipal court, or truancy court under  
10 circumstances that would constitute contempt of court, the justice  
11 court, municipal court, or truancy court shall report the number of  
12 incidents in which the child is:

13 (A) referred to the appropriate juvenile court  
14 for delinquent conduct as provided by Article 45.050(c)(1), Code of  
15 Criminal Procedure, or Section 65.251, Family Code; or

16 (B) held in contempt, fined, or denied driving  
17 privileges as provided by Article 45.050(c)(2), Code of Criminal  
18 Procedure, or Section 65.251, Family Code.

19 SECTION 6. Chapter 370, Local Government Code, is amended  
20 by adding Section 370.007 to read as follows:

21 Sec. 370.007. JUVENILE CURFEWS PROHIBITED. (a)  
22 Notwithstanding any other law, a political subdivision may not  
23 adopt or enforce an order, ordinance, or other measure that imposes  
24 a curfew to regulate the movements or actions of persons younger  
25 than 18 years of age.

26 (b) This section does not apply to a curfew implemented  
27 under Chapter 418, Government Code, for purposes of emergency



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1 management.

2 SECTION 7. Section 8.07(e), Penal Code, is amended to read  
3 as follows:

4 (e) A person who is at least 10 years of age but younger than  
5 15 years of age is presumed incapable of committing an offense  
6 described by Subsection (a)(4) or (5) [~~other than an offense under~~  
7 ~~a juvenile curfew ordinance or order~~]. This presumption may be  
8 refuted if the prosecution proves to the court by a preponderance of  
9 the evidence that the actor had sufficient capacity to understand  
10 that the conduct engaged in was wrong at the time the conduct was  
11 engaged in. The prosecution is not required to prove that the actor  
12 at the time of engaging in the conduct knew that the act was a  
13 criminal offense or knew the legal consequences of the offense.

14 SECTION 8. The following provisions are repealed:

- 15 (1) Article 45.059, Code of Criminal Procedure;
- 16 (2) Section 341.905, Local Government Code;
- 17 (3) Section 351.903, Local Government Code; and
- 18 (4) Section 370.002, Local Government Code.

19 SECTION 9. A violation of a juvenile curfew ordinance or  
20 order may not be prosecuted or adjudicated after the effective date  
21 of this Act. If on the effective date of this Act a criminal or  
22 civil action is pending for a violation of a juvenile curfew  
23 ordinance or order, the action is dismissed on that date. However,  
24 a final conviction or adjudication for a violation of a juvenile  
25 curfew ordinance or order that exists on the effective date of this  
26 Act is unaffected by this Act.

27 SECTION 10. This Act takes effect September 1, 2023.

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\_\_\_\_\_  
President of the Senate

\_\_\_\_\_  
Speaker of the House

I certify that H.B. No. 1819 was passed by the House on May 4, 2023, by the following vote: Yeas 114, Nays 28, 1 present, not voting.

\_\_\_\_\_  
Chief Clerk of the House

I certify that H.B. No. 1819 was passed by the Senate on May 17, 2023, by the following vote: Yeas 31, Nays 0.

\_\_\_\_\_  
Secretary of the Senate

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

\_\_\_\_\_  
Governor