



**CITY COUNCIL MEETING REGULAR SESSION  
Tuesday, March 12, 2024, 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.](#) Approve 2-13-2024 Regular Session Minutes

[c.](#) Approve 2-19-2024 Special Session Minutes

**4. Committee Reports**

a. Economic Development Corporation Report

[b.](#) Library Board Report

[c.](#) Planning and Zoning Commission Report

[d.](#) Parks and Recreation Committee Report

[e.](#) Ladies Auxiliary Report

**5. Department Reports**

[a.](#) Maintenance Department Report

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

## 6. **Regular Agenda**

- [a.](#) Discuss and Consider - Changing the street name of Rudder Lane to 1. Siren Lane, 2. Poseidon Lane, 3. Neptune Lane, or 4. Aquarius Lane (**Page 70**)
- [b.](#) Discuss and Consider - Approving Resolution 2024.08 to appoint Lou Guillard to the Library Board (**Page 72**)
- [c.](#) Discuss and Consider - Approval of bid from Aqua Blue Pools for pool relining (**Page 75**)
- [d.](#) Discuss and Consider - Amending personnel policies, specifically pertaining to vacation and sick leave carry over balances (**Page 77**)
- [e.](#) Discuss and Consider - City Comprehensive Development Plan (**Page 95**)
- [f.](#) Discuss and Consider - Road Study (**Page 96**)
- [g.](#) Discuss and Consider - FY21 Financial Audit (**Page 97**)
- [h.](#) Discuss and Consider - City Manager recruitment (**Page 98**)
- [i.](#) Discuss and Consider - Closing City Offices on April 8, 2024 (**Page 130**)
- [j.](#) Discuss and Consider - Community Plan for 2024 Solar Eclipse (**Page 131**)
- [k.](#) Discuss - City Council Strategic Workplan (**Page 133**)

## 7. **City Manager's Updates**

- a. Staff Updates
- b. Stop Sign Request for the intersection of Bending Branch and Wills Point Way / Quitman Court
- c. Reducing Speed Limit within the City to 25 miles per hour
- d. Update on installation of Generator, EST 2, at Lake Forest
- e. FM - 2483 Master Plan
- f. Discuss water production capacity and potential solutions to not meeting TCEQ requirements
- g. Discuss needs for updating code of ordinances for the City of Morgan's Point Resort

## 8. **Items for Future Agendas**

**9. City Council Comments**

**10. 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. 551.074 (Personnel Matters)

Discuss - City Manager employment contract details

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

**12. Adjournment**

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I certify that a copy of the \_\_3-12-2024\_ 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 \_3-8-2024\_ 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  
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**MPR EVENT CENTER – 60 MORGAN’S POINT BLVD**

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

Mayor Green called meeting to order at 6:00PM

PRESENT

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

Invocation & Pledge of Allegiance given by Scout Oliver Teegarden

**2. Announcement and Citizen Comments**

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Andrea Hankins, 35 Tanyard, MPR TX 76513 - Complimented Council on how they are having citizens involved the City Manager hiring process. Also offered recommendations on what to research thoroughly on the resumes about each candidate. Voiced concerns about the new City Manager having too much power.

Stephanie Newell Candidate for District Attorney - Gave a brief introduction

- a. Club and Organization Reports

**3. Consent Agenda**

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- a. Approve 1-9-2024 Regular Session Council Meeting Minutes



# MINUTES

Item b.

Motion made to accept 1-9-2024 minutes

Motion made by Allyn, Seconded by Clune.

Voting Yea: Snyder, Stryker, Bishop

Passed

## **4. Committee Reports**

- a. EDC Report

N/A

- b. Library Board Report

*(Video 8:30)*

Pam Robinson Mary Ruth Briggs Library Chairperson - February 29th meeting has been cancelled due to early voting using the Community Center. The February meeting on Therapy Dogs will be held in April. The March 28th meeting will be an interactive session with Barbara Wilson, of Wilson School of Art. The Library was able to donate 200 books to the Helping Hands Ministry in Belton Tx. For further details see the council packet or online recording.

- c. Planning and Zoning Committee Report

See packet

- d. Parks and Recreation Committee Report

Stephen Bishop, Parks & Recs Chairperson - advised their first Parks and Recs meeting and things are going well so far.

- e. Ladies Auxiliary Report

See packet

## **5. Department Reports**

- a. Maintenance Department Report

See packet

- b. Fire Department Report

*(Video 15:50)*

Taran Williams, Fire Chief - Addressed some comments made by a citizen. Ambulance service used by MPR has changed our response time/location from 6 minutes (2.73mi) to 11 minutes (5.53mi). See packet/video for further details.

- c. Finance Department Report

See packet/attachment

## MINUTES

Item b.

d. Marina Department Report

See packet

e. Water Department Report

Jesse Measles Utility Director – Water department passed TECQ requirements and thanks given to Katrice Jackson and his guys for their work. TECQ gave Jerry Word his updated license using his degree as a qualification.

Sam Evangelista, within his first two months, received his first water license.

Jordan Richards is now a Reserve Morgan's Point Resort Police Officer.

f. Code Enforcement Report

See packet

g. Police Department Report

See packet

**6. Regular Agenda**

a. Discuss and Consider - Approval of Resolution 2024.03 to appoint Leslie (Les) Minor to Planning and Zoning Commission

Motion to accept Resolution 2024.03 to appoint Les Minor with corrections

Motion made by Bishop, Seconded by Allyn.

Voting Yea: Snyder, Clune, Stryker

Passed

b. Discuss and Consider - Approval of Resolution 2024.04 to appoint Ted VanLier to EDC for 2-year term

Motion to accept Resolution 2024.04 to appoint Ted VanLier

Motion made by Snyder, Seconded by Stryker.

Voting Yea: Allyn, Clune, Bishop

Passed

c. Discuss and Consider - Bell County Short Term Rental ILA

Motion to accept Bell County Short Term Rental ILA

Motion made by Stryker, Seconded by Bishop.

Voting Yea: Allyn, Snyder, Clune

Passed

d. Discuss and Consider - ILA Amendment with Temple for water

No action needed at this time

## MINUTES

Item b.

Interim City Manager, Uryan Nelson is working with the City of Temple to amend ILA

- e. Discuss and Consider - FY23-24 Strategic Plan

Interim City Manager, Uryan Nelson advised there will be a Special Session February 19th in the Library to discuss and approve the strategic plan

Council agreed to time and place

- f. Discuss and Consider - Ratification of action taken during the regular city council meeting of June 13, 2023, for Councilmember Allyn to work with the Finance Director to provide a shorter concise financial report for council packet

Motion to ratify action taken during previous council meeting designating Councilmember Allyn to work with Finance Director

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

Passed

- g. Discuss and Consider - Police Department Staffing

*(Video 27:55)*

See attachment/video for further details

Motion to table Police Department staffing until after budget amendment discussion

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

Tabled at 6:53 pm

*(Video 1:00:00 ) 7:02 pm*

Motion to accept Police Department Staffing

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

Passed

- h. Discuss and Consider - Ordinance 2024.01 Budget Amendments

Motion to accept ordinance 2024.01 Budget amendments with discussed changes

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

Passed

- i. Discuss and Consider - City Manager Recruitment

## MINUTES

Item b.

Motion to accept 2nd draft of brochure as discussed

Motion made by Stryker, Seconded by Snyder.

Voting Yea: Allyn, Clune, Bishop

Passed

Motion to accept schedule with changes to interview dates moving to the 11th and 12th or near the end of April

Motion made by Stryker, Seconded by Allyn.

Voting Yea: Snyder, Clune, Bishop

Passed

- j. Discuss and Consider - Road study

Interim City Manager, Uryan Nelson, gave update and clarification on timeline

No action taken

- k. Discuss and Consider - Resolution 2024.06 to approve Interim City Manager to submit a grant application in the amount of \$35,043 for radios under the FY 2025 Criminal Justice Grant Program

Motion to accept Resolution 2024.06 matching funds are not required at this time

Motion made by Clune, Seconded by Snyder.

Voting Yea: Allyn, Stryker, Bishop

Passed

- l. Discuss and Consider - Resolution 2024.07 to approve the Interim City Manager to submit a grant application in the amount of \$9,350 under the Bullet-Resistant Shield Grant Program

Motion to accept Resolution 2024.07, matching funds are not required at this time

Motion made by Stryker, Seconded by Bishop.

Voting Yea: Allyn, Snyder, Clune

Passed

**It was agreed to begin the Executive Session now—City Manager Updates and Items for Future Agendas to be deferred and discussed at the February 19th Special Session.**

### **7. City Manager's Updates**

*(Video 1:37:00)*

See attachment

- a. Project Updates
- b. Website updates
- c. FM 2483 update

# MINUTES

Item b.

- d. Audit Updates
- e. Comprehensive Plan Update
- f. Speed limits/Stop signs

## **Items for Future Agendas**

Speed limits

Stop signs

Executive session

## **8. City Council Comments**

## **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.*

Adjourned to Executive Session at 7:39 pm

- a. Pursuant to Section 551-071(a)

Discuss - Update on Litigation

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

No action taken

## **11. Adjournment**

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Adjourned at 8:12 pm

I certify that a copy of the \_\_\_2/13/2024\_\_\_ 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 \_\_\_2/9/2024\_\_\_ 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.

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City of Morgan's Point Resort  
Dennis Green, Mayor

Attest:

# MINUTES

Item b.

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City of Morgan's Point Resort  
Camille Bowser, City Secretary

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**TO:** CITY OF MORGAN'S POINT RESORT MAYOR AND COUNCIL

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

**SUBJECT:** UPDATE

**DATE:** 2/13/2024

**CC:** FILE

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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:**

The communications and staff support position has been advertised. We received approximately 15 applications and sent out requests for additional information and writing samples from 5 of those applicants. At this time, we have received 4 responses. Interviews for those selected to move forward in the process will begin this week.

**Website Updates:**

Staff and volunteers continue to use our website to share information with the public and council. We are currently working to get a module added to our website that will allow citizens to submit and track the progress of work orders digitally. This will make our process more efficient and effective. We are also working to implement the council discussion board that was referenced at a previous meeting. This will give the council the opportunity to discuss items in a forum open to the public, which is not an official meeting, without violating the Texas Open Meetings Act.

I am also coordinating with our platform provider to get general information in our ordinances updated as well as establish a routing schedule or process to update our ordinances.

**FM2483:**

Staff participated in a kick-off meeting for this project with TxDOT on January 9<sup>th</sup>. During this meeting we discussed multiple items: timeline, staff requirements, other projects that may impact this project.

Currently staff are working on getting all necessary information completed for submission to TxDOT for a draft Advanced Funding Agreement (AFA), and getting Cary scheduled to attend the local government course that TxDOT requires someone on staff has attended. Following the receipt of the draft AFA we will have a better idea of the timeline and can report that information to the council as appropriate. This project must be under construction by October 2026 in order for funds not to lapse and be returned to the state. The TARGET let date

# MINUTES

Item b.

(date for the project to be officially funded and work on the project be officially authorized) for this project is January 2025.

## **Audit Updates:**

The trial balance for FY21 has been completed and the audit is moving forward. Barring any setbacks, we should expect to have our report no later than the March council meeting. If we receive the audit report prior to this time we can either have a special session for the audit or receive the report at the March council meeting.

## **Comprehensive Plan:**

Staff continue to meet with Colliers Engineering on the Comprehensive Plan. At this time, we are reviewing all documentation they have drafted, and next steps will follow the Revised DRAFT Schedule below:

DRAFT Schedule presented at January Council meeting:

January 15 – 26: Draft Comprehensive Plan – Staff Review and Comments Received

January 30 or February 1: Steering Committee Meeting – Plan Overview

February 1 – 7: Steering Committee Comments

February 13: City Council Meeting – Plan Overview

February 13 – 21: City Council Comments

February 27: Planning and Zoning Committee Meeting – Plan Overview

February 27 – March 6: Planning and Zoning Committee Comments

March 7: Advertisement and Story Map Updated

March 8 – 22: Fifteen Day Public Comment Period

March 14 or 21: Drop In Open House Hosted by Steering Committee 5 PM – 7 PM at Event Center

March 26: Planning and Zoning Committee Public Hearing and Recommendation

April 9: City Council Adoption

Revised Schedule for February Council meeting:

January 30: Steering Committee Meeting - Plan Overview & Future Land Use Plan and Parks and Open Space Plan Discussion

January 31 – February 6: Received Additional Comments from Steering Committee

February 8: Staff Meeting - Steering Committee Comments and Plan Edits

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March 26: Planning and Zoning Committee Public Hearing and Recommendation

April 9: City Council Adoption

## **Speed Limits/ Stop Signs:**

Following our conversations at previous meetings about the need to implement speed limits on some of the roadways, I have also received a few requests for stop signs through the city. At the March meeting I plan to bring forward and ordinance to adopt speed limits on all roads that are currently set at 30 mph by default. In addition, I plan to bring an ordinance to adopt stop signs at different locations in the city.

## **Moving Forward:**

## MINUTES

Item b.

As we continue to move forward, it is my intent to work with staff to start reviewing the accounting policy for the city, and over the course of the next few months, bring a DRAFT Financial Policy to council for feedback and possible adoption, if time permits. We will also start the process of developing the Fixed Asset Replacement Fund (FARF) and Critical Infrastructure Plan (CIP) for the city. This will allow for these items to be considered in upcoming budgets. Lastly, staff and I will start working on the budget, establishing dates for workshops, hearings, and for adoption of the next annual budget for MPR.

### **Chief Schuetze:**

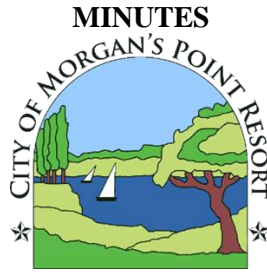
Expanding the police force in Morgan's Point Resort is a decision that warrants careful consideration, with justifications falling into several key categories. Firstly, performance measures highlight the need for additional manpower. With an increased officer presence, the department can better meet response time targets, ensuring swift assistance in emergencies. Research by the International Association of Chiefs of Police suggests that adequate staffing levels positively correlate with response times, thereby enhancing public safety and satisfaction. Moreover, a larger force enables officers to allocate more time to proactive crime prevention strategies, such as community policing initiatives and targeted patrols, which can contribute to a reduction in crime rates over time.

Secondly, addressing the specific context of Morgan's Point Resort, data on crime rates underscores the necessity for bolstered law enforcement resources. According to the FBI's Uniform Crime Reporting program, the area has experienced a steady uptick in certain types of offenses in recent years, including property crimes and drug-related incidents. By adding a police officer position, the department can intensify its efforts to deter criminal activity and apprehend offenders, thereby fostering a safer environment for residents and businesses alike.

Furthermore, enhancing traffic safety constitutes a critical rationale for augmenting the police force. As traffic congestion and accidents pose significant concerns for the community, deploying an additional officer can facilitate more effective enforcement of traffic laws and regulations. Research published in the Journal of Safety Research highlights the impact of visible police presence on reducing speeding and other risky behaviors, leading to fewer accidents and injuries on roadways. By proactively addressing traffic safety issues, the department can mitigate potential harm and enhance overall quality of life for residents.

In conclusion, the decision to add a police officer position to the Morgan's Point Resort Police Department is multifaceted, with justifications spanning performance measures, crime rates, and traffic safety concerns. By evaluating these factors comprehensively, stakeholders can make informed decisions to allocate resources effectively and promote the well-being of the community.





**CITY COUNCIL SPECIAL SESSION  
Monday, February 19, 2024, 6:00 PM**

**CITY HALL LIBRARY - 8 MORGAN'S POINT BOULEVARD**

**1. Call to Order**

Meeting called to order by Mayor Green at 6:00 PM

**PRESENT**

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

**2. Announcement and Citizen Comments**

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N/A

**3. Agenda**

- a. Discuss and Consider - 2023 Strategic Work Plan

Motion was made to approve our 2023-2024 Work Plan with the SWOT analysis, vision statement, and the acronym "RESORT" for our values statement.

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

Passed

- b. Discuss and Consider - City Manager Recruitment

Recording 29:53

Motion was made to approve our City Manager Marketing Brochure, as discussed.

**MINUTES**

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

Passed

**4. February City Manager Report**

a. February City Manager Report

Report Attached

**5. Items for Future Agendas**

**6. City Council Comments**

**7. Adjourn**

8. I certify that a copy of the \_\_\_2-19-2024\_\_\_ agenda of items to be considered by the Morgan’s Point Resort was posted and could be seen on the City Hall bulletin board on the \_\_\_2-16-2024\_\_\_ at 5:00PM and remained posted continuously for at least 72 hours proceeding the scheduled time of the meeting. I further certify that the following news media were properly notified of the above stated meeting: Belton Journal. 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

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TO: CITY OF MORGAN’S POINT RESORT MAYOR AND COUNCIL

FROM: URYAN NELSON – INTERIM CITY MANAGER

SUBJECT: UPDATE

DATE: 2/13/2024

CC: FILE

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**Personnel:**

The communications and staff support position has been advertised. We received approximately 15 applications and sent out requests for additional information and writing samples from 5 of those applicants. At this time we have received 4 responses. Interviews for those selected to move forward in the process will begin this week.

**Website Updates:**

## MINUTES

Item c.

Staff and volunteers continue to use our website to share information with the public and council. We are currently working to get a module added to our website that will allow citizens to submit and track the progress of work orders digitally. This will make our process more efficient and effective. We are also working to implement the council discussion board that was referenced at a previous meeting. This will give the council the opportunity to discuss items in a forum open to the public, that is not an official meeting, without violating the Texas Open Meetings Act.

I am also coordinating with our platform provider to get general information in our ordinances updated as well as establish a routing schedule or process to update our ordinances.

### **FM2483:**

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Currently staff are working on getting all necessary information completed for submission to TxDOT for a draft Advanced Funding Agreement (AFA), and getting Cary scheduled to attend the local government course that TxDOT requires someone on staff has attended. Following the receipt of the draft AFA we will have a better idea of the timeline and can report that information to the council as appropriate. This project must be under construction by October 2026 in order for funds not to lapse and be returned to the state. The TARGET let date (date for the project to be officially funded and work on the project be officially authorized) for this project is January 2025.

### **Audit Updates:**

The trial balance for FY21 has been completed and the audit is moving forward. Barring any setbacks, we should expect to have our report no later than the March council meeting. If we receive the audit report prior to this time we can either have a special session for the audit or receive the report at the March council meeting.

### **Comprehensive Plan:**

Staff continue to meet with Colliers Engineering on the Comprehensive Plan. At this time, we are reviewing all documentation they have drafted, and next steps will follow the Revised DRAFT Schedule below:

DRAFT Schedule presented at January Council meeting:

January 15 – 26: Draft Comprehensive Plan – Staff Review and Comments Received

January 30 or February 1: Steering Committee Meeting – Plan Overview

February 1 – 7: Steering Committee Comments

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March 7: Advertisement and Story Map Updated

## MINUTES

Item c.

March 8 – 22: Fifteen Day Public Comment Period

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### **Moving Forward:**

As we continue to move forward, it is my intent to work with staff to start reviewing the accounting policy for the city, and over the course of the next few months, bring a DRAFT Financial Policy to council for feedback and possible adoption, if time permits. We will also start the process of developing the Fixed Asset Replacement

**MINUTES**

Item c.

Fund (FARF) and Critical Infrastructure Plan (CIP) for the city. This will allow for these items to be considered in upcoming budgets. Lastly, staff and I will start working on the budget, establishing dates for workshops, hearings, and for adoption of the next annual budget for MPR.

## Mary Ruth Briggs Library Monthly Report March 2, 2024

7956 books are in the library catalog on March 2, 2024, with 62 added books during the month of February. The value of these books is \$96,167.12.

318 members on March 2, 2024 with 0 added members during February. Library memberships are one card per family, not one per person.

84.45 volunteer hours year to date March 2, 2024 with 36.25 volunteer hours during the month of February.

Volunteer Day was held on Wednesday, February 21, 2024 with 6 volunteers who cataloged books, printed and attached labels, jacketed books, and shelved books. The Red Cart that was used to hold excess books for citizens to take free of charge has now been reinstated and it is in a corner of the City Hall Lobby. I had at least two citizens ask me “what happened to the Red Cart in the Lobby? We miss grabbing a free book when we come in!” From the looks of the almost empty cart each time I come in, you like it!

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. *Please join us to see what goes into preparing the books for our citizens. Training will be provided! The next Volunteer Day is March 20.*

The Elder Explorers meeting in February to be held on Thursday, February 29th was canceled due to the Event Center being used by Bell County for the election. The scheduled program with the Therapy Dogs has been rescheduled to April 25th and will be held at Fellowship Baptist Church

from 9:00 AM until noon. Two therapy dogs and their trainer will be there to demonstrate how they work and are trained. Refreshments and playing Left Center Right (dice game). Thank you to Fellowship Baptist Church for letting us use your facility!

The March Elder Explorers meeting will be held on Thursday, March 28th in the Event Center from 9:00 AM until noon. Our program is titled "Anyone Can Draw" and will be presented by Barbara Wilson of Wilson School of Art. Barbara is a valued partner with the Library in the Annual Library Show and a key to our success. We will also have a hot chocolate bar for everyone and a game if there is time. Join us!

Pam Robinson  
Mary Ruth Briggs Library Chairperson



**MARY RUTH BRIGGS LIBRARY**  
8 Morgan's Point Blvd.  
Morgan's Point Resort, TX 76513-6438  
[www.morganspointresort.com](http://www.morganspointresort.com)  
[Library@mprtx.us](mailto:Library@mprtx.us)

March 5, 2024

Morgan's Point Resort  
Attn: City Council  
8 Morgan's Point Blvd.  
Morgan's Point Resort, TX 76513

Dear Honorable Mayor and City Council Members:

The committee members would like to inform you of Joe Stanfield's resignation as Treasurer due to personal reasons. Joe has been the Treasurer since April 2019 and has done an outstanding job. Additionally, he has been very instrumental in our Annual Art Show. We wish him all the best!

At this time, the library does not have a replacement to step into Joe's shoes but will be trying to locate one promptly. In the meantime, the board members will be discussing how best to cover his duties.

Thank you for your consideration.

Sincerely,

Pam Robinson  
Chairperson  
Mary Ruth Briggs Library Committee



# CITY OF MORGAN'S POINT RESORT

**Planning & Zoning Commission**  
Chair Becky Cooley



Honorable Mayor and Council,

The Planning and Zoning Commission met on February 27, 2024. During the meeting, the following items were discussed and motions were made for consideration by Morgan's Point Resort City Council.

- None

Appendix B of our ordinances was discussed and is currently being updated. This will be brought to the council when complete.

Dear Council,

I am pleased to provide you with an update on the recent Parks and Recreation Committee meeting, held on February.

During the meeting, several important discussions and decisions were made, which I would like to highlight:

**Nomination of Vice Chair:** We are delighted to announce that Phillip Jennings was nominated and unanimously voted into the vice chair position of the Parks and Recreation Committee. Mr. Jennings brings valuable experience and dedication to this role, and we are confident in his ability to serve effectively.

**Parks Master Plan Investigation:** The Parks and Recreation Committee has initiated an investigation into the Parks Master Plan. We are currently in the process of navigating this plan to determine any necessary adjustments that may need to be made. This comprehensive review will ensure that our parks are optimized to meet the needs of our community.

**Discussion Regarding the Eclipse:** A discussion took place regarding the upcoming eclipse, and after consulting with the City Manager and public safety officials, the decision was made to follow their guidance on managing this event. Ensuring public safety remains our top priority, and we will continue to monitor the situation closely.

**Need for Reporting System at Parks:** There was a consensus among committee members regarding the need for a reporting system at our parks. Implementing such a system will facilitate efficient communication and resolution of any issues or concerns raised by park users, contributing to the overall enhancement of park experiences.

**Exploration of Grant Opportunities:** As we continue to navigate the Parks Master Plan, a conversation began about potential grant opportunities that could further support our parks and recreational facilities. We are committed to exploring and pursuing these opportunities to secure additional resources for the benefit of our community.

These key updates reflect our ongoing commitment to improving and maintaining our parks and recreational spaces for the enjoyment of all residents. We look forward to keeping you informed of our progress and welcome any input or feedback you may have.

Thank you for your continued support of our Parks and Recreation Committee.

Sincerely,

Stephen Bishop

Parks and Recs Committee chair

**General Business** from the Thursday, February 8<sup>th</sup> Membership Meeting.

**FD Outreach Project for 50<sup>th</sup> Anniversary Year** – We made our 2nd Gift of the Month delivery on February 13<sup>th</sup> – training night - fruit tray and chocolate covered strawberries with Fire service hot wheel valentines. March 12<sup>th</sup> theme will, of course, be St. Patty's with lots of Lucky Charms.

**Commemorative Gifts:** 50<sup>th</sup> Anniversary Auxiliary Logo Pens and Pads are being distributed. These will be given to Event Sponsors and Supporters throughout the year, City Council & Staff, Fire & Police Department Admin Staff ...

**MPR Easter Event:** Saturday, March 30, 2024. Ansay Park. We will assemble the thirty (30) baskets at the March Auxiliary Meeting. We will be using Easter "bags" instead of baskets. We will, again, have the prize eggs for stuffed animals and kites.

**Cops and Robbers 5K Run/Walk, Oakmont Park, April 13, 2024.** JoJo Guzman provided an update and handout. Thank you to our SPONSORS - GOLD: Keene Roofing, Cabinets Deluxe, RVOS Insurance, Coughatta, Cedarwood Financial, Hartman Pest Control, Atmos Energy; SILVER: Dillon Family, Fantetti Family, The Flower Shop Salado, Rep Brad Buckley, Hutton Family, Cindy Capps, A&M Hankins, Rent-All, LLC). JoJo has met with MPR Admin, FD & PD on logistics. All is moving forward. Code Enforcement is going to visit with neighbors on the run route who have aggressive animals; and a letter will be distributed. Chief Taran has detailed out the event; Police Dept. will assist with cones, temporarily blocked roads, etc.; We will deliver to neighbors along the route - bagged cookies with a note - Thanking the route neighbors for their cooperation during the run; and asking them to come out in their yard and cheer on the runners as our "Nosey Neighbors". We will be needing volunteers for: registration, human direction signs, water stations, etc. Bib Raffle items that we have now: Spice Emporium Basket; Avon Basket; Mary Kay Basket, Healthy Station Basket; Cindy Capps – 4 sports baskets; Karen Stagner – 2 You're Awesome baskets 7 2 Pamper baskets; Hotel & Restaurant package from Coughatta Casino Resort; Winery Gift Certificates. Another logistics meeting will be scheduled in March. We anticipate over 200 runners – nearly 40 are already registered. We need swag bag items (200 bags) of flyers, coupons, pens, trail mix, etc. (suggestions: Hartman, Belton Journal, Point Fitness, Backyard BBQ, Pickle Ball Venue, etc.) Waco Striders, KWTX & Belton Chamber are advertising and promoting for us.

**Fashion Show** - Cochran Blair & Potts has been contacted to be a part of this event. Barbara Lynam has decided to postpone until later in the year.

**Next Meeting of the Auxiliary** – Thursday, March 14<sup>th</sup>, 6pm Social / 6:30pm Meeting – everyone is Welcome.

Thank you, always, for your Support!

Karen Stagner, President  
Ladies Auxiliary MPR VFD



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

*February 2024*

- *Removed dead trees in easement behind 17 Arroyo Drive*
- *Check Parks twice a week (Trash Cans)*
- *Trimmed trees on Leeward Drive*
- *Burned brush in Air Burner*
- *Brian delivered brush bins on Mondays and Thursdays*
- *Trimmed trees in right-a-way around city*
- *Repaired plumbing in both park restrooms*
- *Installed new gate opener on recycling center gate*
- *Cold patch asphalt repairs around city (List Attached)*
- *Daily work orders completed*



**Feb. 2024 Road Repairs/Cold Patch**  
**Each Bag 50 Pounds**

Cedar Trails – 20 bags - \$390.00  
MP RD @ County Rd – 18 bags - \$351.00  
Hickory Drive – 4 bags - \$78.00  
MP RD @ Sherwood – 10 bags - \$195.00  
MP RD @ Church – 4 bags - \$78.00  
5 Jessamine – 4 bags - \$78.00  
20 Chestnut – 6 bags - \$117.00  
20 Sorrel Ln – 4 bags - \$78.00  
33 Dandelion – 8 bags - \$156.00  
40 Market Loop – 2 bags - \$39.00  
79 Buttercup – 2 bags - \$39.00  
44 Hickory – 2 bags - \$39.00  
13-15 GWL -2 bags - \$39.00  
1-3 Buckeye – 13 bags - \$253.50  
Cypress Ct – 2 bags - \$39.00  
Cottonwood @ GWL – 7 bags - \$136.50  
Cliffside Circle – 3 bags - \$58.50  
Canyon Circle – 35 bags - \$682.50



## CITY OF MORGAN'S POINT RESORT

Item b.

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

March 1, 2024

Honorable Mayor and Council,

1. The department responded to 63 calls during the month of February, a 26% increase over the same reporting period in 2023 (N=50)
2. **Average Response Time** for all Priority 1 & 2 calls was 7 minutes, 10 seconds (N=40).

*Response time within the City limits was 4 minutes, 28 seconds...a new record!*

3. A total of **1863 hours** was worked on station in February:

a. Career Staff (5)	971 Hours	51%
b. Volunteer Staff (19)	765 Hours	41%
c. Relief Driver (3)	42 Hours	3%
d. PRN Medic (3)	85 Hours	1%
4. **Active Roster**- Nineteen members met or exceeded the requirements for Active Service.

### 5. Education Services

**360 Survey**- The department conducted a comprehensive "360 Survey," evaluating the Fire Chief, Battalion Chief and Operations Captain in areas of leadership, communication, professionalism, and supervisory attributes. Respondents (88%) answered 25 questions, ranking answers on a scale of 1 (Strongly Disagree) to 5 (Strongly Agree). The individual scores were aggregated into composite scores for the executive leadership team. A percentage was calculated for each subsection, and those with a score less 90% will be the areas we focus on throughout 2024.

Our most in depth evaluation to date, the analytics produced established a performance baseline for the leadership team. A complimentary survey was also published to evaluate department culture, station life and general feedback about the department. I



prepared a detailed presentation for the membership, delivered it during a Tuesday training night, opened the floor for a rigorously honest discussion, and have since developed strategies to improve performance. The process is dynamic and we will use this tool to conduct performance evaluations for all member over the course of the year.

**Training Delivery-** Historically, most Bell County volunteer fire departments conduct training on Tuesday evenings. This has been our practice for many years, and a tradition that will continue. Yet with the inception of career staffing around the clock, attention must be paid to scheduling, logistics and added time. The goal is to provide consistent and meaningful training that all members can take part in. As we learned during the pandemic, this is as important for camaraderie as it is for the actual content being delivered. We will continue Tuesday training, yet with the addition of 1-hour Company Schools put on by the on-duty Fire Specialist or Captain Monday through Friday and a 2-hour hands-on training (HOT) session 3 Saturdays each month:

WEEKLY TRAINING SCHEDULE							
	MON	TUE	WED	THU	FRI	SAT	SUN
Company School	1	1	1	1	1		
All Hands		3					
HOT Session						2	

This move results in an average of 10 hours available throughout each week, helping alleviate the issues that surround a single night.

**OMD Training-** Our growing list of certified EMS providers must be credentialed to practice by the Office of the Medical Director. Texas is a “delegated practice” state in which the assessments and interventions a provider performs are delegated to them under the authority of a Medical Director (EMS Physician). Our Medical Director, Doctor Taylor Ratcliff, is also one of our Fire Captains and a soon-to-be Morgan’s Point Resort resident! A group of our providers met at Temple College last Saturday to join others from around the county. Topics included narcotic overdose, bleeding control, anaphylaxis, and respiratory emergencies. The next session is set for May and will likely take place right here in MPR.

**6. EMS Division**

I mentioned a change in the way our ground transport authority, American Medical Response (AMR) deploys their ambulances and last months City Council meeting. Our closest ground ambulance is housed at Temple Fire Station 8 on Airport Road. To improve their response times in Temple, the company shifted our first due ambulance

to the unit located at Belton Station 2 on Sparta Road. This certainly has the potential to increase the wait time for an ambulance within our city limits. This is a situation we are paying close attention to, and in communication with AMR leadership over. Our fire district is divided into 11 Fire Boxes; 9 in the City and 3 in the county. In February 19<sup>th</sup> email, I requested the company consider revising their plan to put the Temple unit up first for Box 6101-6108 and the Belton unit up first for Box 6109-6111. I am awaiting a decision as of this writing. Our average ambulance response time is now at 15 minutes, 22 seconds. Look back at the average response time for all calls within the city limits and you will see that our providers are providing all assessment and interventions during the first 10 minutes of a call. *What we do matter now more than ever.*

Here is the data collected during the first 30 days:

Unit	Responses	Percentage	Distance	Average
Belton M2	13	52.00%	5.8	12.08
Belton M1	6	24.00%	8.7	20.17
Medic 27	2	8.00%	9.3	12.5
Medic 26	2	8.00%	9.3	12.5
Medic 21	1	4.00%	9.3	20
Medic 30	1	4.00%	8.7	15
<b>Total</b>	<b>25</b>	<b>100.00%</b>		<b>15.38</b>

- Wildfire Division-** Firefighter/EMT Nathan Watts was deployed to the Texas panhandle on February 27<sup>th</sup> with Moffat Volunteer Fire Department Firefighter Matthew Perrine to assist with the massive wildfire you see exploding on the news each day. The deployment is under the Texas Intrastate Fire Mutual Aid System (TIFMAS), and FF Watts is the very first Morgan’s Point Resort Fire-Rescue member to participate in the program. I would be remiss not to mention FF Watts is one of our top performers and successfully earned his national and State of Texas EMT certification on the 6<sup>th</sup>. The fire now stands at over one million acres and containment is in the single digits. Please keep FF Watts and all the brave folks on the fire line in your hearts and prayers.
- Community Outreach-** We had the great pleasure of entertaining Scout Troop 118 on February 4<sup>th</sup> as they toured the station, taking in a few safety tips and tricks along the way. The Scouts learned about how the fire-rescue department is structured, how to create a "pre-fire plan" for their home, the basic CPR steps needed to save a life and what it takes to be a community leader. We could not have asked for a better group or weather!

9. **Community Risk Reduction-** On February 8th our crews were joined by the Bell County Fire Marshal at one of the City's larger, multi-family dwellings. A fire sprinkler company was tasked to move a pipe for renovation work and perform some minor repairs. The building representative was a wonderful host and the crew was able to see a couple of different units to gain better familiarity with the layout, should a fire occur.

They say an ounce of prevention is worth a pound of cure. We apply this principle to everything we do behind the scenes to reduce the risk of fires and injuries from them daily. Good relationships with our community and partner agencies go a long way towards that mission!

Kindly,



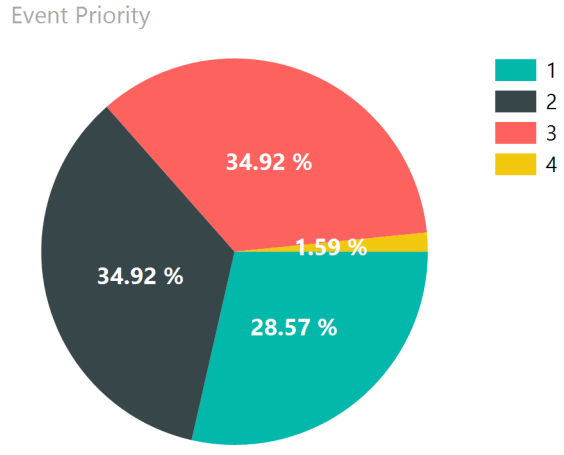
Taran Vaszocz  
Fire Chief

# Monthly Report - MPFD

Previous Month



Event Priority	Event Count
1	18
2	22
3	22
4	1
<b>Total</b>	<b>63</b>



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	453	55	33	111	429	1922
2	408	70	27	82	335	1963
3	358	53	45	81	329	1191
4	3	13	14			14687

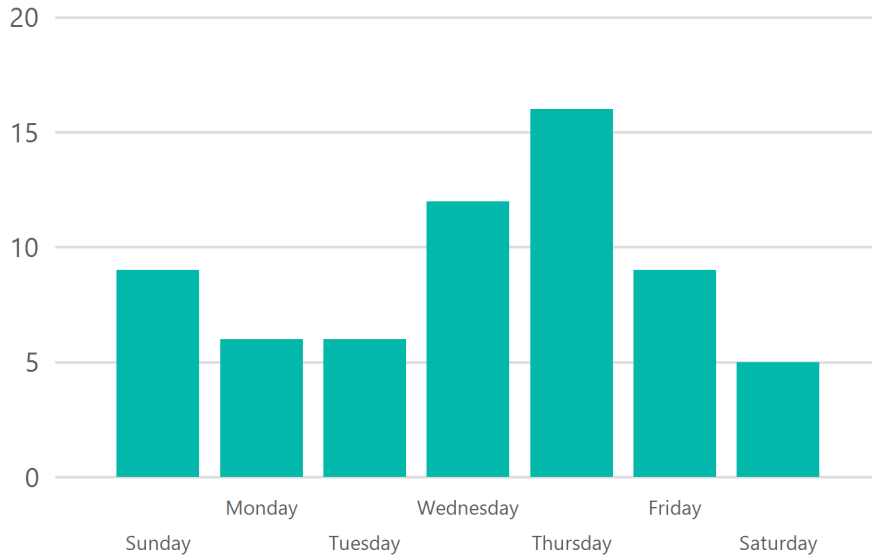
(Response times in seconds.)

# Monthly Report - MPFD

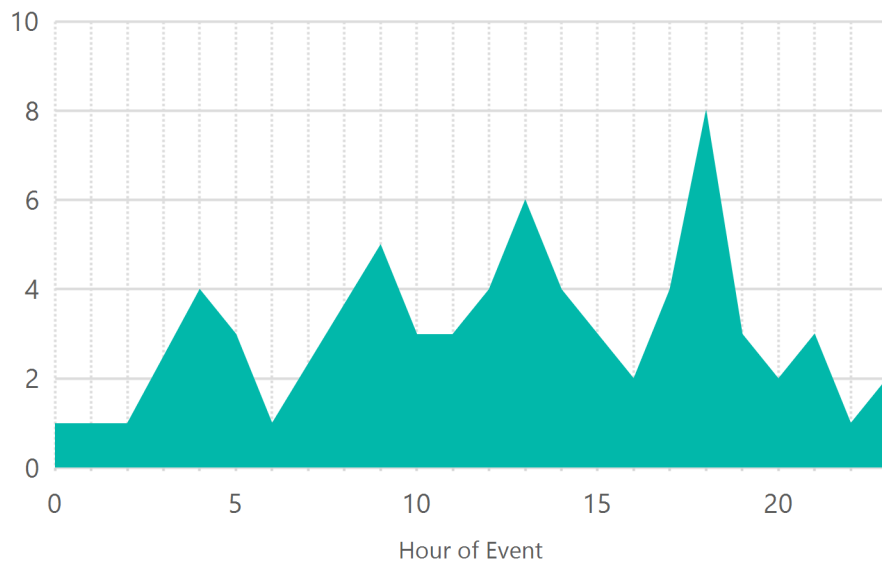
Previous Month



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		11
SICK PERSON		11
FD ASSISTANCE (LADDER, BEES, EQUIP)		6
TRAFFIC/TRANSPORTATION ACCIDENTS		4
STROKE		3
GRASS BRUSH WILDLAND		3
UNKNOWN STATUS (MAN DOWN)		3
UNCONSCIOUS/FAINTING (NEAR)		2
HEADACHE		2
BREATHING PROBLEMS		2
HEART PROBLEMS /A.I.C.D.		2
MUTUAL AID		2
CONVULSIONS/SEIZURES		2
SPILL CONTROL		1
ADMIN DUTIES		1
OVERDOSE/POISONING		1
CHEST PAIN (NON-TRAUMATIC)		1
CARDIAC OR RESPIRATORY ARREST/DEATH		1
TRAUMATIC INJURIES (SPECIFIC)		1
ABDOMINAL PAIN/PROBLEMS		1
ENDANGERED		1
STRUCTURE FIRE		1
DISABLED VEHICLE		1
<b>Total</b>		<b>63</b>

ASU Rank February 2024

Item b.

		Timekeeping			Monthly Statistics		Standard Met	
Rank	Member	Total Hours	Training Hours	Station Duty	Incident Count	ASU	Training Threshold	ASU Threshold
1	Watts	240	20	220	35	275	14	251
2	Wilkerson	208	12	196	12	220	6	196
3	Shaver	204	19	185	12	216	13	192
4	Maines	194	16	178	17	211	10	187
5	Vaszocz, T	182	15	167	8	190	9	166
6	Sibley	183	13	170	6	189	7	165
7	Myers	104	11	93	9	113	5	89
8	Rojas	87	11	76	2	89	5	65
9	McClellan	78	12	66	4	82	6	58
10	Schuetze	72		72	4	76	6	52
11	Snyder	32	10	22	7	39	4	15
12	Woodard	33	13	20	5	38	7	14
13	Ratcliff	32	10	22	3	35	4	11
14	LeBlanc	30		30	1	31	6	7
15	Bright	29	10	19	1	30	4	6
16	Vaszocz, W	28	12	16		28	6	4
17	Mullins	27	13	14		27	7	3
18	Carlson	24		24	2	26	6	2
19	Catone	25	10	15	1	26	4	2
20	Req Not Met	20	10	10	1	21	4	3
21	Req Not Met	12	10	2		12	4	12
22	Req Not Met	12	10	2		12	4	12
23	Req Not Met	11	10	1		11	4	13
24	Req Not Met	10	7	3		10	1	14
25	Req Not Met						6	24
							6	24
							6	24
<b>Total</b>		1877	254	1623	130	2007	92	1359
<b>Average</b>		70	9	60	5	74	3	50

### Bank and Investment Account Balances – City of Morgan’s Point Resort February 2024

ACCOUNTS	BEGINNING OF MONTH BALANCE	END OF MONTH BALANCE	INTEREST RATE	INTEREST EARNED THIS MONTH
Operating Account	\$222,521.41	\$205,202.06	5.67%	\$904.71
Sweep Account	\$5,983,786.77	\$5,968,416.48	5.71%	\$26,984.27
Open Edge (over counter)	\$9,053.64	\$2,157.35	0.30%	\$1.62
Open Edge (online)	\$12,303.84	\$1,718.43	0.30%	\$3.61
Sum of Cash Accounts	\$6,227,665.66	\$6,177,494.32		\$27,894.21
Tex Pool Prime	\$201,584.33	\$202,465.83	5.50%	\$881.50
Sum of Available Cash and Investments	\$6,429,249.99	\$6,379,960.15		\$28,775.71
Tex Pool Interest & Sinking - Restricted	\$21,473.61	\$21,564.43	5.33%	\$90.82

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]Feb 24



# Unrestricted Cash Balances – City of Morgan’s Point Resort February 2024

Sum of Available Cash and Investments as of February 29, 2024	\$6,379,960.15
Less: Remaining Balance per Capital Projects Spreadsheet	(\$1,039,846.37)
Less: Funds to Pay for Completion of Audits in FYE 2024 for FYE 2021 - 2023	(\$91,455.00)
**Less: Restricted Use Funds (i.e. court revenue, child safety fee, road maint. sales tax)	(\$232,461.00)
Less: Budgeted FYE 2024 Revenues over Expenditures through 2/29/2024 (not including Fund 20)	(\$1,641,384.00)
Projected Unrestricted Cash on Hand as of September 30, 2024	\$3,374,813.78

**Note:** The projected unrestricted cash balance above does not include any  
\*\* Certain court revenues (i.e. child safety fee, etc.), road maint. sales tax are restricted revenues for the city and have to be spent on restricted items.

Beginning Balance Procedures for FYE 2020	\$20,000.00
FYE 2021 Financial Statement Audit	\$32,500.00
FYE 2022 Financial Statement Audit	\$33,475.00
FYE 2023 Financial Statement Audit	\$34,480.00
Less Paid to Date in FYE 09/30/2024:	<u>(\$29,000.00)</u>
Restricted Cash for Completion of Audits	\$91,455.00

\$3,678,319.00	Ground Storage Tank at EST #2 Contract Price	Vendor	Jm Pipeline
\$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		Approved on November 15, 2022
(\$380,088.06)	Draw 3 Paid on 4/12/2023		Resolution 2022-28
(\$271,176.55)	Draw 4 Paid on 5/16/2023		
(\$317,031.77)	Draw 5 Paid on 6/15/2023		Change Orders:
(\$207,921.04)	Draw 6 Paid on 7/15/2023		1). Approved on June 22, 2023
(\$411,085.90)	Draw 7 Paid on 8/8/2023		Resolution 2023-15 for \$19,909.91
(\$71,956.80)	Draw 8 Paid on 9/20/2023		2). Approved on November 14, 2023 for \$50,261.01
(\$45,440.40)	Draw 9 Paid on 10/18/2023		
(\$91,646.46)	Draw 10 Paid on 11/28/2023		
(\$51,764.55)	Draw 11 Paid on 1/4/2024		
(\$52,462.08)	Draw 12 Paid on 2/22/2024		
(\$104,369.80)	Draw 13 Paid on 2/23/2024		
\$0.00	Draw 14 Paid on x/xx/2024		
<u>\$879,698.87</u>	Remaining Balance		

\$232,469.00	Generator at EST 1 Contract Price	Vendor	C.F. McDonald
(\$5,400.00)	Draw 1 Paid on 8/31/2022		
(\$62,550.00)	Draw 2 Paid on 10/3/2022		Approved on July 12, 2022
(\$2,250.00)	Draw 3 Paid on 10/25/2022		Resolution 2022-15
(\$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		
<u>\$10,000.00</u>	Remaining Balance - Not expected to have to pay		

\$257,950.00	Generator at EST 2 Contract Price	Vendor	T Morales
(\$97,802.50)	Draw 1 Paid on 9/20/2023		
\$0.00	Draw 2 Paid on xx/xx/2024		Approved on March 14, 2023
\$0.00	Draw 3 Paid on xx/xx/2024		Resolution 2023-05
<u>\$160,147.50</u>	Remaining Balance		

\$1,039,846.37 Remaining Balance on Capital Projects

Item c.

	2021-2022	2022-2023	2023-2024			2024-2025	
	ACTUAL	ACTUAL	CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	APPROVED BUDGET
<b>02 -GENERAL</b>							
TOTAL REVENUES	3,087,988	3,456,925	3,490,137	2,876,410	0	3,028,875	3,490,137
TOTAL EXPENSES	2,935,529	3,486,185	3,841,395	1,460,187	0	3,060,703	3,841,395
REVENUE OVER/ (UNDER) EXPENSES	152,459	( 29,260)	( 351,258)	1,416,223	0	( 31,828)	( 351,258)
<b>09 -INTEREST &amp; SINKING</b>							
TOTAL REVENUES	141	332,838	480,263	445,454	0	0	480,263
TOTAL EXPENSES	0	330,526	479,238	400,890	0	0	479,238
REVENUE OVER/ (UNDER) EXPENSES	141	2,312	1,025	44,564	0	0	1,025
<b>11 -WATER</b>							
TOTAL REVENUES	2,382,056	2,426,889	2,429,000	898,238	0	2,065,000	2,429,000
TOTAL EXPENSES	2,018,704	2,101,173	2,176,995	780,383	0	2,029,656	2,176,995
REVENUE OVER/ (UNDER) EXPENSES	363,351	325,716	252,005	117,855	0	35,344	252,005
<b>13 -WASTEWATER</b>							
TOTAL REVENUES	76,538	75,915	75,000	31,594	0	75,000	75,000
TOTAL EXPENSES	31,791	79,785	68,302	8,014	0	75,000	68,302
REVENUE OVER/ (UNDER) EXPENSES	44,747	( 3,870)	6,698	23,580	0	0	6,698
<b>15 -MARINA</b>							
TOTAL REVENUES	333,633	307,304	325,000	114,075	0	312,300	325,000
TOTAL EXPENSES	198,093	183,039	271,626	77,770	0	308,407	271,626
REVENUE OVER/ (UNDER) EXPENSES	135,540	124,264	53,374	36,305	0	3,893	53,374
<b>17 -HOTEL OCCUPANCY TAX</b>							
TOTAL REVENUES	7,095	5,423	10,000	2,856	0	0	10,000
TOTAL EXPENSES	0	10,000	10,000	0	0	0	10,000
REVENUE OVER/ (UNDER) EXPENSES	7,095	( 4,577)	0	2,856	0	0	0
<b>18 -FEDERAL GRANT FUNDING</b>							
TOTAL REVENUES	582,733	0	0	0	0	0	0
REVENUE OVER/ (UNDER) EXPENSES	582,733	0	0	0	0	0	0
<b>19 -FIXED ASSET REPLACEMENT</b>							
TOTAL EXPENSES	0	0	25,000	0	0	0	25,000
REVENUE OVER/ (UNDER) EXPENSES	0	0	( 25,000)	0	0	0	( 25,000)
<b>20 -CONSTRUCTION IN PROGRESS</b>							
TOTAL REVENUES	0	0	150,000	0	0	0	150,000
TOTAL EXPENSES	211,252	2,897,331	75,000	369,419	0	0	75,000
REVENUE OVER/ (UNDER) EXPENSES	( 211,252)	( 2,897,331)	75,000	( 369,419)	0	0	75,000
<b>GRAND TOTAL REVENUES</b>							
	6,470,184	6,605,295	6,959,400	4,368,627	0	5,481,175	6,959,400
<b>GRAND TOTAL EXPENSES</b>							
	5,395,370	9,088,041	6,947,556	3,096,662	0	5,473,765	6,947,556
REVENUE OVER/ (UNDER) EXPENSES	1,074,814	( 2,482,746)	11,844	1,271,965	0	7,410	11,844

Item c.

02 -GENERAL  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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	3,351,952.00	279,329.35	297,405.31	1,396,646.55	2,795,621.98	1,398,975.43	556,330.02	83.40
02-20 POLICE	5,000.00	416.67	103.00	2,083.31	19,809.30	17,725.99 (	14,809.30)	396.19
02-21 CODE ENFORCEMENT	150.00	12.50	0.00	62.50	100.00	37.50	50.00	66.67
02-30 MAINTENANCE	1,500.00	125.00	0.00	625.00	0.00 (	625.00)	1,500.00	0.00
02-51 MUNICIPAL COURT	31,535.00	2,627.93	5,198.96	13,139.49	26,676.07	13,536.58	4,858.93	84.59
02-62 COM. CENTER & POOL	60,000.00	5,000.00	1,952.50	25,000.00	10,782.50 (	14,217.50)	49,217.50	17.97
02-80 FIRE DEPT.	40,000.00	3,333.33	196.73	16,666.69	23,920.36	7,253.67	16,079.64	59.80
<b>TOTAL REVENUES</b>	<b>3,490,137.00</b>	<b>290,844.78</b>	<b>304,856.50</b>	<b>1,454,223.54</b>	<b>2,876,910.21</b>	<b>1,422,686.67</b>	<b>613,226.79</b>	<b>82.43</b>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>02-00 GENERAL</u>								
OFFICE EQUIP & SUPPLIES	0.00	0.00	0.00	0.00 (	100.00)	( 100.00)	100.00	0.00
TOTAL 02-00 GENERAL	0.00	0.00	0.00	0.00 (	100.00)	( 100.00)	100.00	0.00
<u>02-10 ADMINISTRATION</u>								
PERSONNEL	508,204.64	42,350.39	33,295.04	211,751.91	191,491.03 (	20,260.88)	316,713.61	37.68
LEGAL/AUDIT	369,800.00	30,816.67	7,920.86	154,083.31	150,414.31 (	3,669.00)	219,385.69	40.67
CAPITAL EXPENDITURES	2,700.00	225.00	0.00	1,125.00	2,735.88	1,610.88 (	35.88)	101.33
OFFICE EQUIP & SUPPLIES	156,200.00	13,016.65	9,040.78	65,083.45	35,844.65 (	29,238.80)	120,355.35	22.95
FUEL & EQUIPMENT	2,000.00	166.66	87.60	833.38	1,800.67	967.29	199.33	90.03
MAINTENANCE & REPAIRS	18,500.00	1,541.67	1,269.01	7,708.31	7,128.39 (	579.92)	11,371.61	38.53
BANK & FINANCE FEES	5,000.00	416.67	425.29	2,083.31	5,076.51	2,993.20 (	76.51)	101.53
TOTAL 02-10 ADMINISTRATION	1,062,404.64	88,533.71	52,038.58	442,668.67	394,491.44 (	48,177.23)	667,913.20	0.00
<u>02-20 POLICE</u>								
	0.00	0.00	0.00	0.00 (	500.00)	( 500.00)	500.00	0.00
PERSONNEL	878,644.87	73,220.40	83,659.99	366,102.07	362,718.76 (	3,383.31)	515,926.11	41.28
LEGAL/AUDIT	250.00	20.83	0.00	104.19	0.00 (	104.19)	250.00	0.00
CAPITAL EXPENDITURES	120,684.99	10,057.08	0.00	50,285.43	27,927.11 (	22,358.32)	92,757.88	23.14
OFFICE EQUIP & SUPPLIES	12,100.00	1,008.34	679.44	5,041.62	6,008.39	966.77	6,091.61	49.66
FUEL & EQUIPMENT	72,474.00	6,039.50	3,122.74	30,197.50	32,383.79	2,186.29	40,090.21	44.68
MAINTENANCE & REPAIRS	40,530.96	3,377.58	4,423.77	16,887.90	28,459.49	11,571.59	12,071.47	70.22
BANK & FINANCE FEES	22,500.00	1,875.00	0.00	9,375.00	21,712.88	12,337.88	787.12	96.50
OTHER	15,527.00	1,293.91	665.76	6,469.63	6,728.86	259.23	8,798.14	43.34
TOTAL 02-20 POLICE	1,162,711.82	96,892.64	92,551.70	484,463.34	485,439.28	975.94	677,272.54	0.00
<u>02-21 CODE ENFORCEMENT</u>								
PERSONNEL	73,475.96	6,123.00	7,094.80	30,614.96	29,028.80 (	1,586.16)	44,447.16	39.51
LEGAL/AUDIT	4,680.00	390.00	0.00	1,950.00	830.12 (	1,119.88)	3,849.88	17.74
CAPITAL EXPENDITURES	61,000.00	5,083.33	0.00	25,416.69	3,892.06 (	21,524.63)	57,107.94	6.38
OFFICE EQUIP & SUPPLIES	1,100.00	91.66	48.53	458.38	279.94 (	178.44)	120.06	25.45
FUEL & EQUIPMENT	2,000.00	166.67	182.46	833.31	809.86 (	23.45)	1,190.14	40.49
MAINTENANCE & REPAIRS	1,025.50	85.46	40.00	427.28	47.00 (	380.28)	978.50	4.58

Item c.

02 -GENERAL  
FINANCIAL SUMMARY  
DEPARTMENTAL EXPENDITURES

% OF YEAR COMPLETED: 41.6%

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
BANK & FINANCE FEES	500.00	41.67	0.00	208.31	536.06	327.75 (	36.06)	107.21
TOTAL 02-21 CODE ENFORCEMENT	143,781.46	11,981.79	7,365.79	59,908.93	35,423.84 (	24,485.09)	108,357.62	0.00
<u>02-30 MAINTENANCE</u>								
PERSONNEL	327,618.77	27,301.59	30,753.13	136,507.64	131,787.23 (	4,720.41)	195,831.54	40.23
LEGAL/AUDIT	10,000.00	833.33	0.00	4,166.69	0.00 (	4,166.69)	10,000.00	0.00
CAPITAL EXPENDITURES	139,375.00	11,614.59	2,675.00	58,072.87	13,850.08 (	44,222.79)	125,524.92	9.94
OFFICE EQUIP & SUPPLIES	34,000.00	2,833.33	499.69	14,166.69	11,602.60 (	2,564.09)	22,397.40	34.13
FUEL & EQUIPMENT	22,000.00	1,833.33	1,178.88	9,166.69	6,772.30 (	2,394.39)	15,227.70	30.78
MAINTENANCE & REPAIRS	31,500.00	2,625.00	3,391.40	13,125.00	13,626.37	501.37	17,873.63	43.26
BANK & FINANCE FEES	10,000.00	833.33	0.00	4,166.69	9,192.40	5,025.71	807.60	91.92
TOTAL 02-30 MAINTENANCE	574,493.77	47,874.50	38,498.10	239,372.27	186,830.98 (	52,541.29)	387,662.79	0.00
<u>02-51 MUNICIPAL COURT</u>								
PERSONNEL	30,769.78	2,564.14	3,058.78	12,820.80	12,610.23 (	210.57)	18,159.55	40.98
LEGAL/AUDIT	2,000.00	166.67	0.00	833.31	825.00 (	8.31)	1,175.00	41.25
OFFICE EQUIP & SUPPLIES	3,800.00	316.67	179.38	1,583.31	697.90 (	885.41)	3,102.10	18.37
TOTAL 02-51 MUNICIPAL COURT	36,569.78	3,047.48	3,238.16	15,237.42	14,133.13 (	1,104.29)	22,436.65	0.00
<u>02-61 LIBRARY</u>								
CAPITAL EXPENDITURES	4,000.00	333.33	0.00	1,666.69	0.00 (	1,666.69)	4,000.00	0.00
OFFICE EQUIP & SUPPLIES	1,900.00	158.33	859.80	791.69	1,018.52	226.83	881.48	53.61
FUEL & EQUIPMENT	1,250.00	104.17	0.00	520.81	130.77 (	390.04)	1,119.23	10.46
OTHER	5,550.00	462.50	0.00	2,312.50	1,049.36 (	1,263.14)	4,500.64	18.91
TOTAL 02-61 LIBRARY	12,700.00	1,058.33	859.80	5,291.69	2,198.65 (	3,093.04)	10,501.35	0.00
<u>02-62 COM. CENTER &amp; POOL</u>								
PERSONNEL	26,474.74	2,206.23	0.00	11,031.13	7.80 (	11,023.33)	26,466.94	0.03
CAPITAL EXPENDITURES	46,084.00	3,840.33	0.00	19,201.69	0.00 (	19,201.69)	46,084.00	0.00
OFFICE EQUIP & SUPPLIES	7,650.00	637.50	527.48	3,187.50	2,494.96 (	692.54)	5,155.04	32.61
FUEL & EQUIPMENT	450.00	37.50	0.00	187.50	110.51 (	76.99)	339.49	24.56
MAINTENANCE & REPAIRS	14,000.00	1,166.67	924.16	5,833.31	3,154.92 (	2,678.39)	10,845.08	22.54
BANK & FINANCE FEES	1,250.00	104.17	0.00	520.81	1,218.14	697.33	31.86	97.45
TOTAL 02-62 COM. CENTER & POOL	95,908.74	7,992.40	1,451.64	39,961.94	6,986.33 (	32,975.61)	88,922.41	0.00
<u>02-63 PPF</u>								
PERSONNEL	18,100.00	1,508.34	1,460.46	7,541.62	4,746.55 (	2,795.07)	13,353.45	26.22
LEGAL/AUDIT	52,500.00	4,375.00	0.00	21,875.00	20,301.58 (	1,573.42)	32,198.42	38.67
OFFICE EQUIP & SUPPLIES	17,000.00	1,416.67	1,251.43	7,083.31	5,111.12 (	1,972.19)	11,888.88	30.07
OTHER	10,000.00	833.33	0.00	4,166.69	427.60 (	3,739.09)	9,572.40	4.28
TOTAL 02-63 PPF	97,600.00	8,133.34	2,711.89	40,666.62	30,586.85 (	10,079.77)	67,013.15	0.00
<u>02-80 FIRE DEPT.</u>								
PERSONNEL	514,389.77	42,865.79	47,919.04	214,329.24	208,959.81 (	5,369.43)	305,429.96	40.62
CAPITAL EXPENDITURES	2,250.00	187.50	0.00	937.50	0.00 (	937.50)	2,250.00	0.00
OFFICE EQUIP & SUPPLIES	6,679.00	556.59	311.47	2,782.87	2,301.95 (	480.92)	4,377.05	34.47
FUEL & EQUIPMENT	50,696.00	4,224.67	1,294.15	21,123.31	23,658.78	2,535.47	27,037.22	46.67
MAINTENANCE & REPAIRS	34,060.00	2,838.34	1,667.63	14,191.62	23,515.27	9,323.65	10,544.73	69.04
BANK & FINANCE FEES	9,000.00	750.00	0.00	3,750.00	7,018.76	3,268.76	1,981.24	77.99
DEPR. & OPER. TRANSFERS	0.00	0.00	7,215.07	0.00	25,355.80	25,355.80 (	25,355.80)	0.00

CITY OF MORGAN'S POINT RESORT  
 BUDGET vs ACTUAL REPORT SUMMARY  
 AS OF: FEBRUARY 29TH, 2024

Item c.

02 -GENERAL  
 FINANCIAL SUMMARY  
 DEPARTMENTAL EXPENDITURES

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	PERIOD BUDGET	CURRENT PERIOD	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE DIFFERENCE	BUDGET BALANCE	% OF BUDGET
OTHER	6,650.00	554.17	0.00	2,770.81	1,353.78	( 1,417.03)	5,296.22	20.36
TOTAL 02-80 FIRE DEPT.	623,724.77	51,977.06	58,407.36	259,885.35	292,164.15	32,278.80	331,560.62	0.00
<u>02-90 PUBLIC SAFETY</u>								
OFFICE EQUIP & SUPPLIES	19,000.00	1,583.33	691.78	7,916.69	6,066.41	( 1,850.28)	12,933.59	31.93
FUEL & EQUIPMENT	2,000.00	166.67	0.00	833.31	2,186.62	1,353.31	( 186.62)	109.33
MAINTENANCE & REPAIRS	10,500.00	875.00	218.63	4,375.00	3,279.11	( 1,095.89)	7,220.89	31.23
TOTAL 02-90 PUBLIC SAFETY	<u>31,500.00</u>	<u>2,625.00</u>	<u>910.41</u>	<u>13,125.00</u>	<u>11,532.14</u>	<u>( 1,592.86)</u>	<u>19,967.86</u>	<u>0.00</u>
TOTAL EXPENDITURES	3,841,394.98	320,116.25	258,033.43	1,600,581.23	1,459,686.79	( 140,894.44)	2,381,708.19	38.00
	=====	=====	=====	=====	=====	=====	=====	=====
REVENUES OVER/ (UNDER) EXPENDITURES	( 351,257.98)	( 29,271.47)	46,823.07	( 146,357.69)	1,417,223.42	1,563,581.11	( 1,768,481.40)	403.47-
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CITY OF MORGAN'S POINT RESORT  
BUDGET vs ACTUAL REPORT SUMMARY  
AS OF: FEBRUARY 29TH, 2024

08 -GOVERNMENTAL  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

Item c.

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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CITY OF MORGAN'S POINT RESORT  
 BUDGET vs ACTUAL REPORT SUMMARY  
 AS OF: FEBRUARY 29TH, 2024

Item c.

09 -INTEREST & SINKING  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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>43,316.54</u>	<u>200,109.56</u>	<u>445,454.18</u>	<u>245,344.62</u>	<u>34,808.82</u>	<u>92.75</u>
TOTAL REVENUES	<u>480,263.00</u>	<u>40,021.92</u>	<u>43,316.54</u>	<u>200,109.56</u>	<u>445,454.18</u>	<u>245,344.62</u>	<u>34,808.82</u>	<u>92.75</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>GENERAL</u>								
DEBT SERVICES	479,238.00	39,936.50	35,522.68	199,682.50	400,890.07	201,207.57	78,347.93	83.65
TOTAL GENERAL	<u>479,238.00</u>	<u>39,936.50</u>	<u>35,522.68</u>	<u>199,682.50</u>	<u>400,890.07</u>	<u>201,207.57</u>	<u>78,347.93</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>479,238.00</u>	<u>39,936.50</u>	<u>35,522.68</u>	<u>199,682.50</u>	<u>400,890.07</u>	<u>201,207.57</u>	<u>78,347.93</u>	<u>83.65</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>1,025.00</u>	<u>85.42</u>	<u>7,793.86</u>	<u>427.06</u>	<u>44,564.11</u>	<u>44,137.05</u>	<u>( 43,539.11)</u>	<u>4,347.72</u>



Item c.

11 -WATER  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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>174,971.82</u>	<u>1,012,083.31</u>	<u>898,237.78</u>	<u>( 113,845.53)</u>	<u>1,530,762.22</u>	<u>36.98</u>
TOTAL REVENUES	<u>2,429,000.00</u>	<u>202,416.67</u>	<u>174,971.82</u>	<u>1,012,083.31</u>	<u>898,237.78</u>	<u>( 113,845.53)</u>	<u>1,530,762.22</u>	<u>36.98</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>WATER DEPARTMENT</u>								
PERSONNEL	570,259.29	47,521.62	58,460.92	237,607.95	249,126.68	11,518.73	321,132.61	43.69
LEGAL/AUDIT	56,350.00	4,695.83	5,367.41	23,479.19	13,174.39	( 10,304.80)	43,175.61	23.38
CAPITAL EXPENDITURES	22,300.00	1,858.34	0.00	9,291.62	7,541.05	( 1,750.57)	14,758.95	33.82
OFFICE EQUIP & SUPPLIES	35,700.00	2,975.01	1,621.60	14,874.93	13,997.18	( 877.75)	21,702.82	39.21
FUEL & EQUIPMENT	125,236.00	10,436.34	2,338.54	52,181.62	56,816.41	4,634.79	68,419.59	45.37
MAINTENANCE & REPAIRS	32,050.00	2,670.83	1,095.16	13,354.19	9,497.74	( 3,856.45)	22,552.26	29.63
BANK & FINANCE FEES	9,000.00	750.00	0.00	3,750.00	8,707.30	4,957.30	292.70	96.75
OTHER	1,326,100.00	110,508.33	70,527.24	552,541.69	421,521.84	( 131,019.85)	904,578.16	31.79
TOTAL WATER DEPARTMENT	<u>2,176,995.29</u>	<u>181,416.30</u>	<u>139,410.87</u>	<u>907,081.19</u>	<u>780,382.59</u>	<u>( 126,698.60)</u>	<u>1,396,612.70</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>2,176,995.29</u>	<u>181,416.30</u>	<u>139,410.87</u>	<u>907,081.19</u>	<u>780,382.59</u>	<u>( 126,698.60)</u>	<u>1,396,612.70</u>	<u>35.85</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>252,004.71</u>	<u>21,000.37</u>	<u>35,560.95</u>	<u>105,002.12</u>	<u>117,855.19</u>	<u>12,853.07</u>	<u>134,149.52</u>	<u>46.77</u>

Item c.

13 -WASTEWATER  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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>6,297.20</u>	<u>31,250.00</u>	<u>31,593.96</u>	<u>343.96</u>	<u>43,406.04</u>	<u>42.13</u>
TOTAL REVENUES	<u>75,000.00</u>	<u>6,250.00</u>	<u>6,297.20</u>	<u>31,250.00</u>	<u>31,593.96</u>	<u>343.96</u>	<u>43,406.04</u>	<u>42.13</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>SEWER DEPARTMENT</u>								
PERSONNEL	39,852.30	3,321.02	0.00	16,605.16	113.75 (	16,491.41)	39,738.55	0.29
LEGAL/AUDIT	1,450.00	120.84	312.79	604.12	2,671.59	2,067.47 (	1,221.59)	184.25
OFFICE EQUIP & SUPPLIES	3,300.00	275.00	238.46	1,375.00	942.41 (	432.59)	2,357.59	28.56
FUEL & EQUIPMENT	11,700.00	975.00	0.00	4,875.00	1,104.54 (	3,770.46)	10,595.46	9.44
MAINTENANCE & REPAIRS	11,400.00	950.00	0.00	4,750.00	2,465.00 (	2,285.00)	8,935.00	21.62
BANK & FINANCE FEES	600.00	50.00	0.00	250.00	716.38	466.38 (	116.38)	119.40
TOTAL SEWER DEPARTMENT	<u>68,302.30</u>	<u>5,691.86</u>	<u>551.25</u>	<u>28,459.28</u>	<u>8,013.67 (</u>	<u>20,445.61)</u>	<u>60,288.63</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>68,302.30</u>	<u>5,691.86</u>	<u>551.25</u>	<u>28,459.28</u>	<u>8,013.67 (</u>	<u>20,445.61)</u>	<u>60,288.63</u>	<u>11.73</u>
REVENUES OVER/(UNDER) EXPENDITURES	<u>6,697.70</u>	<u>558.14</u>	<u>5,745.95</u>	<u>2,790.72</u>	<u>23,580.29</u>	<u>20,789.57 (</u>	<u>16,882.59)</u>	<u>352.07</u>

Item c.

15 -MARINA  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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>22,155.52</u>	<u>135,416.62</u>	<u>114,074.84</u>	<u>( 21,341.78)</u>	<u>210,925.16</u>	<u>35.10</u>
TOTAL REVENUES	<u>325,000.00</u>	<u>27,083.34</u>	<u>22,155.52</u>	<u>135,416.62</u>	<u>114,074.84</u>	<u>( 21,341.78)</u>	<u>210,925.16</u>	<u>35.10</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>MARINA DEPARTMENT</u>								
PERSONNEL	112,760.58	9,396.72	10,734.44	46,983.54	46,735.70	( 247.84)	66,024.88	41.45
LEGAL/AUDIT	15,000.00	1,250.00	0.00	6,250.00	0.00	( 6,250.00)	15,000.00	0.00
CAPITAL EXPENDITURES	5,000.00	416.67	0.00	2,083.31	0.00	( 2,083.31)	5,000.00	0.00
OFFICE EQUIP & SUPPLIES	8,350.00	695.84	281.46	3,479.12	1,992.12	( 1,487.00)	6,357.88	23.86
FUEL & EQUIPMENT	50,900.00	4,241.67	0.00	21,208.31	699.46	( 20,508.85)	50,200.54	1.37
MAINTENANCE & REPAIRS	35,000.00	2,916.67	10,000.00	14,583.31	10,265.00	( 4,318.31)	24,735.00	29.33
BANK & FINANCE FEES	3,500.00	291.67	0.00	1,458.31	3,212.44	1,754.13	287.56	91.78
	25,000.00	2,083.33	0.00	10,416.69	0.00	( 10,416.69)	25,000.00	0.00
OTHER	16,115.00	1,342.92	0.00	6,714.56	14,865.00	8,150.44	1,250.00	92.24
TOTAL MARINA DEPARTMENT	<u>271,625.58</u>	<u>22,635.49</u>	<u>21,015.90</u>	<u>113,177.15</u>	<u>77,769.72</u>	<u>( 35,407.43)</u>	<u>193,855.86</u>	<u>0.00</u>
TOTAL EXPENDITURES	<u>271,625.58</u>	<u>22,635.49</u>	<u>21,015.90</u>	<u>113,177.15</u>	<u>77,769.72</u>	<u>( 35,407.43)</u>	<u>193,855.86</u>	<u>28.63</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>53,374.42</u>	<u>4,447.85</u>	<u>1,139.62</u>	<u>22,239.47</u>	<u>36,305.12</u>	<u>14,065.65</u>	<u>17,069.30</u>	<u>68.02</u>

Item c.

17 -HOTEL OCCUPANCY TAX  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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>0.00</u>	<u>4,166.69</u>	<u>2,856.02</u>	<u>( 1,310.67)</u>	<u>7,143.98</u>	<u>28.56</u>
TOTAL REVENUES	<u>10,000.00</u>	<u>833.33</u>	<u>0.00</u>	<u>4,166.69</u>	<u>2,856.02</u>	<u>( 1,310.67)</u>	<u>7,143.98</u>	<u>28.56</u>
<u>DEPARTMENTAL EXPENDITURES</u>								
<u>Hotel &amp; Occupancy Tax</u>								
OTHER	10,000.00	833.33	0.00	4,166.69	0.00	( 4,166.69)	10,000.00	0.00
TOTAL Hotel & Occupancy Tax	<u>10,000.00</u>	<u>833.33</u>	<u>0.00</u>	<u>4,166.69</u>	<u>0.00</u>	<u>( 4,166.69)</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>4,166.69</u>	<u>0.00</u>	<u>( 4,166.69)</u>	<u>10,000.00</u>	<u>0.00</u>
REVENUES OVER/ (UNDER) EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,856.02</u>	<u>2,856.02</u>	<u>( 2,856.02)</u>	<u>0.00</u>

CITY OF MORGAN'S POINT RESORT  
BUDGET vs ACTUAL REPORT SUMMARY  
AS OF: FEBRUARY 29TH, 2024

Item c.

18 -FEDERAL GRANT FUNDING  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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 c.

19 -FIXED ASSET REPLACEMENT  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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	25,000.00	2,083.33	0.00	10,416.69	0.00 (	10,416.69)	25,000.00	0.00
TOTAL 19-80 FIRE	25,000.00	2,083.33	0.00	10,416.69	0.00 (	10,416.69)	25,000.00	0.00
19-90 PUBLIC SAFETY								
TOTAL EXPENDITURES	25,000.00	2,083.33	0.00	10,416.69	0.00 (	10,416.69)	25,000.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	( 25,000.00)	( 2,083.33)	0.00	( 10,416.69)	0.00	10,416.69 (	25,000.00)	0.00

Item c.

20 -CONSTRUCTION IN PROGRESS  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	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								
<u>Water</u>								
CAPITAL EXPENDITURES	0.00	0.00	157,638.93	0.00	369,419.29	369,419.29 (	369,419.29)	0.00
TOTAL Water	0.00	0.00	157,638.93	0.00	369,419.29	369,419.29 (	369,419.29)	0.00
<u>Police</u>								
<u>Maintenance</u>								
CAPITAL EXPENDITURES	75,000.00	6,250.00	0.00	31,250.00	0.00 (	31,250.00)	75,000.00	0.00
TOTAL Maintenance	75,000.00	6,250.00	0.00	31,250.00	0.00 (	31,250.00)	75,000.00	0.00
<u>Fire</u>								
TOTAL EXPENDITURES	75,000.00	6,250.00	157,638.93	31,250.00	369,419.29	338,169.29 (	294,419.29)	492.56
REVENUES OVER/(UNDER) EXPENDITURES	( 75,000.00)	( 6,250.00)	( 157,638.93)	( 31,250.00)	( 369,419.29)	( 338,169.29)	294,419.29	492.56

CITY OF MORGAN'S POINT RESORT  
BUDGET vs ACTUAL REPORT SUMMARY  
AS OF: FEBRUARY 29TH, 2024

Item c.

99 - POOLED CASH  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

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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GENERAL

=====	=====	=====	=====	=====	=====	=====	=====
=====	=====	=====	=====	=====	=====	=====	=====





## Marina February Monthly Report

- Total past due at as of \$1235.45
- Replaced several bumpers on stalls that had cracked or broken.
- 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.
- Starting the annual washing of the docks to prepare for summer.
- Daily cleaning and removal of spider webs and bird nest to included long term spider control.
- Damage to "A" dock still in process.
  - Changed vendor to Otis Dock Repair and we are scheduled for the week of May 13<sup>th</sup>
  - Still accepting bids for electrical work required during dock "A" repairs
- The maintenance department is looking into the repairs of the stairs and will advise if we are to repair in-house or use an outside contractor.
  - Completion is targeted before the upcoming Solar eclipse and spring/summer boating season.



## Public Utilities

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: March 12, 2024  
Subject: Public Utilities Department Monthly Update

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### February 2024

#### Water

- We repaired water leaks on Lake Forest Drive and Quarterhorse Trail.
- We relocated a service connection on East Hopi.
- We replaced air relief valves on Cedar Trails and Buckskin Loop.
- We replaced twenty meters for dead batteries or inaccurate readings. We also replaced many broken meter boxes.
- We helped repair several leaks at the marina.
- We repaired a hydraulic leak on the backhoe.
- We submitted our first set of samples to comply with the EPA's new Unregulated Contaminant Monitoring Rule.
- We completed 3-occupant change, 6-disconnect, 2-connect, 4-meter information, 20-meter change, and 1-miscellaneous service orders.
- We completed meter reads, 58 re-reads, and 39 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 satisfactory results.

#### Wastewater

- We clean, service, monitor, and adjusted our treatment system according to schedule.
- We treated a daily average of 3,326 gallons for the month.
- Our weekly average sample results were biochemical oxygen demand <2.25 mg/L, total suspended solids <2.75 mg/L, and our lowest dissolved oxygen level was 7.6 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 Resort**  
 6 Lake Forest Drive  
 Morgan's Point Resort, TX 76513  
 Office: (254) 742-3231  
 Fax: (254) 742-3260

Item f.

## City Council Report February 2024

	Code Compliance & Animal Services												Year To Date
	Jan 2024	Feb 2024	March 2024	April 2024	May 2024	June 2024	July 2024	Aug 2024	Sept	Oct 2024	Nov 2024	Dec 2024	
New Offenses	54	51	0	0	0	0	0	0	0	0	0	0	105
Old Follow-ups	63	56	1	0	0	0	0	0	0	0	0	0	120
Pet Registrations	19	3	0	0	0	0	0	0	0	0	0	0	22
Animal Handled	12	15	1	0	0	0	0	0	0	0	0	0	28
Animal Impound Invoice	1	0	0	0	0	0	0	0	0	0	0	0	1
Building Inspection	7	0	0	0	0	0	0	0	0	0	0	0	7
Certified Letter	23	20	0	0	0	0	0	0	0	0	0	0	43
Citation	0	3	0	0	0	0	0	0	0	0	0	0	3
Citizen Contact	31	30	0	0	0	0	0	0	0	0	0	0	61
Closed	0	0	0	0	0	0	0	0	0	0	0	0	0
Compliance	24	5	0	0	0	0	0	0	0	0	0	0	29
Door Hanger	1	1	0	0	0	0	0	0	0	0	0	0	2
Follow Up	0	0	0	0	0	0	0	0	0	0	0	0	0
Letter	25	20	0	0	0	0	0	0	0	0	0	0	45

Pound	1	2	1	0	0	0	0	0	0	0	0	0	0	4
Set Trap	5	13	0	0	0	0	0	0	0	0	0	0	0	10
Solicitor Permit	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Stop Work Order	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Towed	0	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	0
Unfounded	2	1	0	0	0	0	0	0	0	0	0	0	0	3
Verbal Warning	6	3	0	0	0	0	0	0	0	0	0	0	0	9
Written Warning	1	0	0	0	0	0	0	0	0	0	0	0	0	1

### Code Violations

	Jan 2024	Feb 2024	March 2024	April 2024	May 2024	June 2024	July 2024	Aug 2024	Sept	Oct 2024	Nov 2024	Dec 2024	Year To Date
1 General Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0
2 Animal Control	23	35	0	0	0	0	0	0	0	0	0	0	58
3 Building Regulations	8	3	0	0	0	0	0	0	0	0	0	0	11
4 Business Regulations	1	0	0	0	0	0	0	0	0	0	0	0	1
5 Fire Prevention And Protection	1	0	0	0	0	0	0	0	0	0	0	0	1
6 Health And Sanitation	14	12	0	0	0	0	0	0	0	0	0	0	26
7 Municipal Court	0	0	0	0	0	0	0	0	0	0	0	0	0
8 Offenses And Nuisances	0	1	0	0	0	0	0	0	0	0	0	0	1
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	2	0	0	0	0	0	0	0	0	0	0	0	2
13 Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0
14 Zoning	5	0	0	0	0	0	0	0	0	0	0	0	5

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# CITY OF MORGAN’S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – FEBRUARY 2024

### INTRODUCTION & HIGHLIGHTS

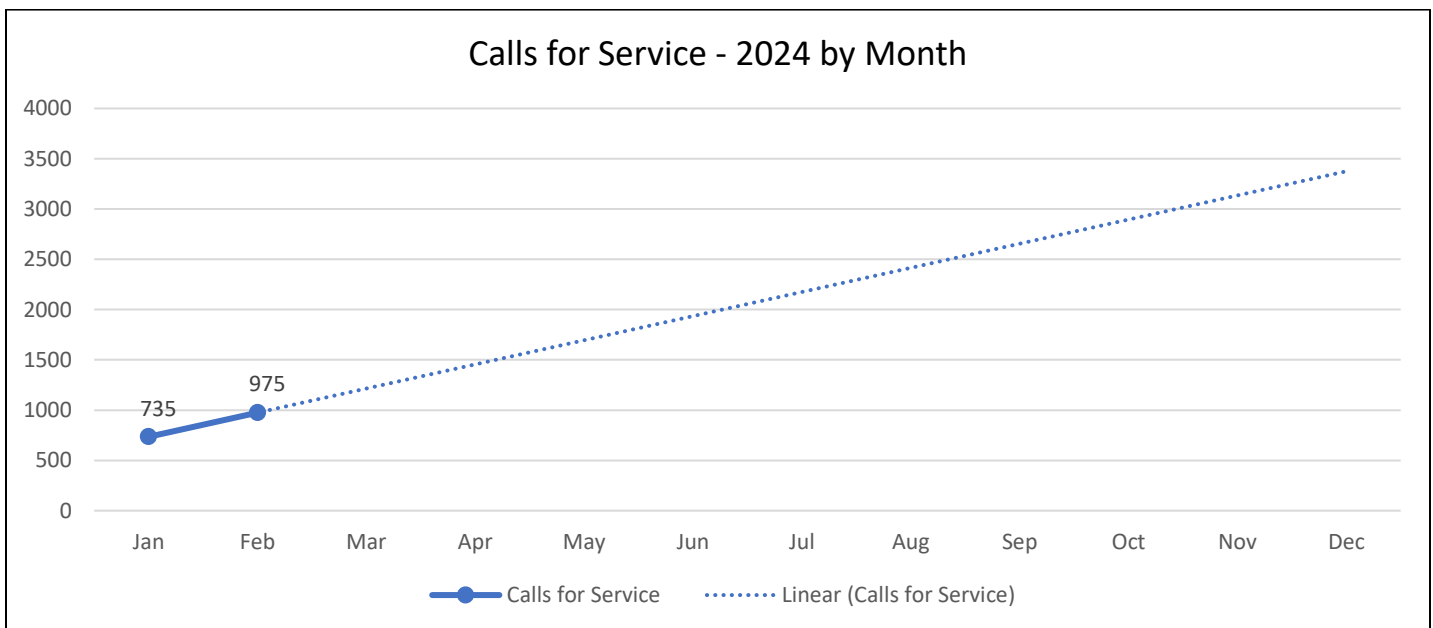
The amount of Calls for Service for the month increased moderately from the previous month. The response times to Calls for Service were slightly faster this month compared to the previous month and remains within our expectations. The amount of traffic stops conducted by the department increased moderately from the previous month which resulted in an increase in the amount of warnings and citations issued. The amount of reports generated increased slightly from the previous month and in correlation the amount of arrests also increased from the previous month.

Please continue to read through our report for more details.

### OPERATIONAL STATISTICS & DETAILS

	Current Month	Previous Month	Change (%)
<b>Calls for Service</b>	975	735	32.65
<b>Average Response Time</b>	4.18	4.30	-2.79
<b>Traffic Stops</b>	215	153	40.52
<b>Offense Citations</b>	56	34	64.71
<b>Offense Warnings</b>	145	111	30.63
<b>Incident Reports</b>	40	34	17.65
<b>Arrests</b>	20	13	53.85

Note: Calls for Service represent reported and self-initiated activity and not actual verified offenses.  
Average Response Time is calculated based on P3 and higher events only.



# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – FEBRUARY 2024

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

Incident / Offense Type	Reports
ASSIST ANOTHER AGENCY	3
BURGLARY OF HABITATION FORCED ENTRY	1
CITY WARRANT FOR OTHER AGENCY	3
CONSUMPTION OF ALCOHOLIC BEVERAGE BY A MINOR	6
CRIMINAL MISCHIEF	1
CRIMINAL TRESPASS	2
CRIMINAL WARRANT ARREST FOR OTHER AGENCY	2
DRIVING WHILE INTOXICATED	1
DRIVING WHILE INTOXICATED SUBSEQUENT	2
DRIVING WHILE LICENSE SUSPENDED REVOKED CANCELED OR DENIED	2
EVADING ARREST OR DETENTION	1
FINANCIAL ABUSE ELDERLY >=\$30K<\$150K	1
FRAUDULENT USE OR POSSESSION OF IDENTIFYING INFORMATION	1
INFORMATION ONLY	4
INTERFERENCE WITH CHILD CUSTODY	1
POSSESSION MARIJUANA UNDER 2 OUNCES	1
PUBLIC INTOXICATION	1
RECKLESS DRIVING	1
RESISTING ARREST OR SEARCH	1
RUNAWAY	1
TAMPERING WITH GOVERNMENTAL RECORD	1
TAMPERING WITH OR FABRICATING PHYSICAL EVIDENCE	1
THEFT OF SERVICE	1
VIOLATION OF PROBATION WARRANT	1
<b>Total Reports:</b>	<b>40</b>

## DEPARTMENT PERSONNEL

Name	Rank	TCOLE Certification	Tenure with City	Total Time as Peace Officer
Matthew Schuetze	Chief of Police	Master	12 Years, 4 Months	17 Years, 5 Months
Todd Hodge	Sergeant	Advanced	9 Years, 2 Months	12 Years, 0 Months
Kyle Newsom	Sergeant	Advanced	7 Years, 7 Months	7 Years, 7 Months
Gus McMillen	Officer	Master	15 Years, 11 Months	15 Years, 11 Months
Joshua Boersma	Officer	Intermediate	4 Years, 5 Months	4 Years, 11 Months



# CITY OF MORGAN'S POINT RESORT – POLICE DEPARTMENT

MATTHEW D. SCHUETZE, CHIEF OF POLICE



## MONTHLY PROGRESS REPORT – FEBRUARY 2024

Michael Nipper	Officer	Master	14 Years, 10 Months	18 Years, 7 Months
Matthew Thompson	Officer	Master	12 Years, 8 Months	12 Years, 8 Months
Travis Anderson	Officer	N/A	0 Years, 11 Months	1 Years, 1 Months
Eric Vazquez	Officer	Advanced	0 Years, 11 Months	6 Years, 3 Months
Jordan Richards	Officer	N/A	0 Years, 0 Months	0 Years, 0 Months
Raul Vidro	Corporal	Advanced	14 Years, 3 Months	16 Years, 3 Months
<b>Combined Tenure with City and Peace Officer Experience</b>			<b>93 Years, 11 Months</b>	<b>113 Years, 7 Months</b>

	Current Month	Previous Month
Reserve Officer Hours	53.5	42.5

## DEPARTMENTAL VEHICLES

Unit Number	Year	Mileage	Make / Model	Assigned To
1501	2019	50,747	Chevrolet Silverado 1500	Matthew Schuetze
1502 (K9)	2015	100,238	Ford Interceptor Utility	Michael Nipper
1503	2020	41,313	Ford Interceptor Utility	Todd Hodge
1504	2020	37,684	Ford Interceptor Utility	Gus McMillen
1505	2017	80,017	Ford Interceptor Utility	Travis Anderson
1506	2023	4,841	Chevrolet Tahoe 9C1	Joshua Boersma
1507	2020	42,454	Ford Interceptor Utility	Matthew Thompson
1508	2023	5,963	Chevrolet Tahoe 9C1	Kyle Newsom
1509	2019	79,861	Ford Interceptor Utility	Eric Vazquez
1515	2014	122,825	Chevrolet Tahoe	Reserve / Backup Use
1517	2014	111,106	Chevrolet Tahoe	Reserve / Backup Use
1532 (CC/AS)	2008	103,785	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)
- Morgan's Point Resort Dive Team Status Report (3 Pages)
- Morgan's Point Resort Dive Team Attendance Tracker (1 Page)

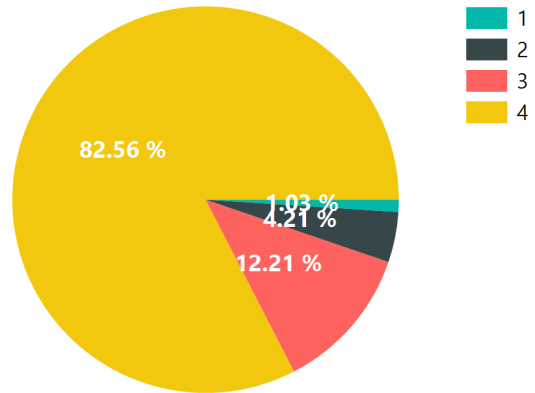
# Monthly Report - MPPD

Previous Month



Event Priority	Event Count
1	10
2	41
3	119
4	805
<b>Total</b>	<b>975</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	267	27	24	17	317	2554
2	188	42	83	26	191	1516
3	191	47	129	105	246	999
4	0	0	0	0		354

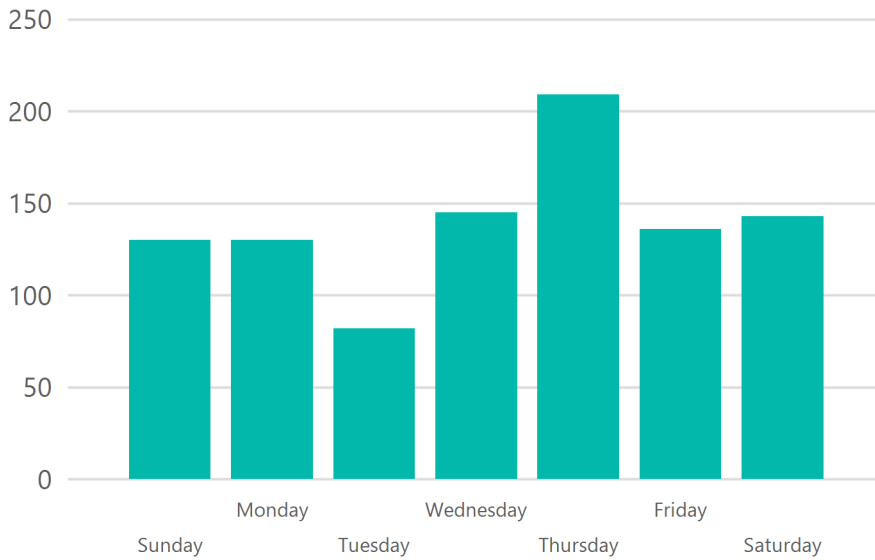
(Response times in seconds.)

# Monthly Report - MPPD

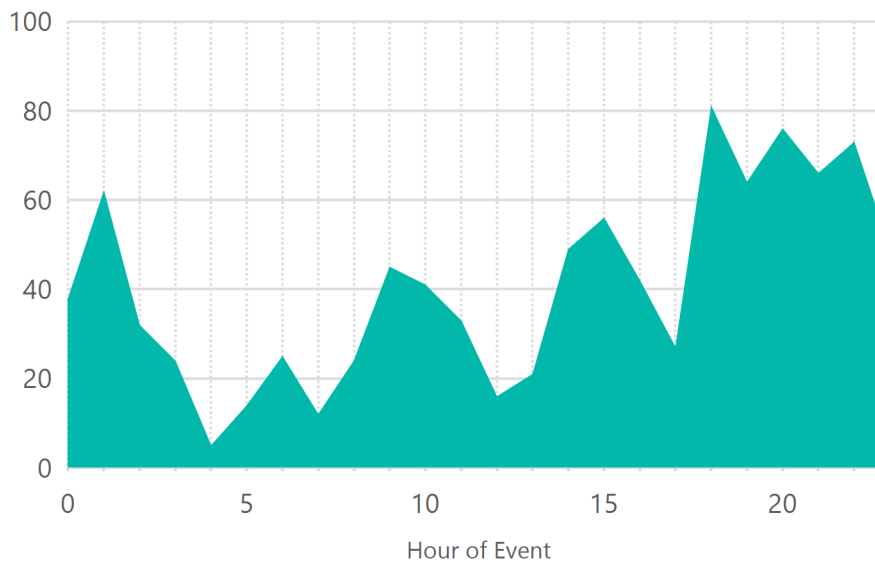
Previous Month



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
AREA CHECK		272
TRAFFIC STOP		215
BUILDING CHECK		192
CITIZEN CONTACT		63
HOUSE WATCH		53
MEET WITH COMPLAINANT		23
911		14
ESCORT		12
ANIMAL		12
TRAFFIC/TRANSPORTATION ACCIDENTS		11
SICK PERSON		9
ALARM		9
ADMIN DUTIES		8
SUSPICIOUS		6
WELFARE CONCERN		6
ASSAULT/SEXUAL ASSAULT		5
FALLS		5
RECKLESS DRIVER		4
ASSIST OTHER AGENCY		3
DISTURBANCE		3
ATTEMPT TO LOCATE		3
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT		3
CRIMINAL TRESPASS		3
UNKNOWN STATUS (MAN DOWN)		3
DISABLED VEHICLE		2
VIOLATION CITY/CNTY ORDNANCE		2

# Monthly Report - MPPD

Previous Month



RUNAWAY	2
SHOTS FIRED	2
INVESTIGATION	2
HARASSMENT-PHONE/WRITING	1
CRIMINAL MISCHIEF	1
LOST PROPERTY	1
WARRANT SERVICE	1
OVERDOSE/POISONING	1
CHEST PAIN (NON-TRAUMATIC)	1
REPOSSESSED VEHICLE/ARTICLE	1
STOLEN VEHICLE	1
UNCONSCIOUS/FAINTING (NEAR)	1
STROKE	1
BURGLARY OF A HABITATION	1
HEADACHE	1
TRAUMATIC INJURIES (SPECIFIC)	1
ABDOMINAL PAIN/PROBLEMS	1
ESCAPE	1
THEFT	1
BREATHING PROBLEMS	1
HEART PROBLEMS /A.I.C.D.	1
	10
<b>Total</b>	<b>975</b>



# Morgan's Point Resort Dive Team Status Report

February 29th, 2024

Dive Team Overview		2024 Operational Summary	
Chief Of Police	Matthew Schuetze	Body Recovery	
Dive Team Coordinator	Gus McMillen	Vehicle Recovery	
Deputy Coordinator - Incident Coordinator	Leonard Holdridge	Calls For Assistance	
Deputy Coordinator - Incident Coordinator	Tony Maskunas		
Assistant - Incident Coordinator	Gary Belbeck		

## Summary

### Executive Briefing

- 15 Dive team personnel attended the 02/12/24 Team Training.

The following was covered by Gus McMillen during the meeting.

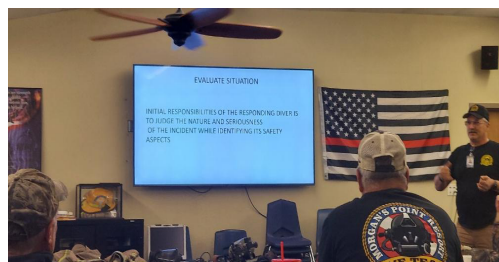
- Dive reports.
- Admin operations.
- Dive operations.
- Tabletop exercise.

The following was covered by Tony Maskunas. Evaluate the situation.

1. Initial responsibility of responders.
2. To judge the nature and seriousness of incident while identifying its safety

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

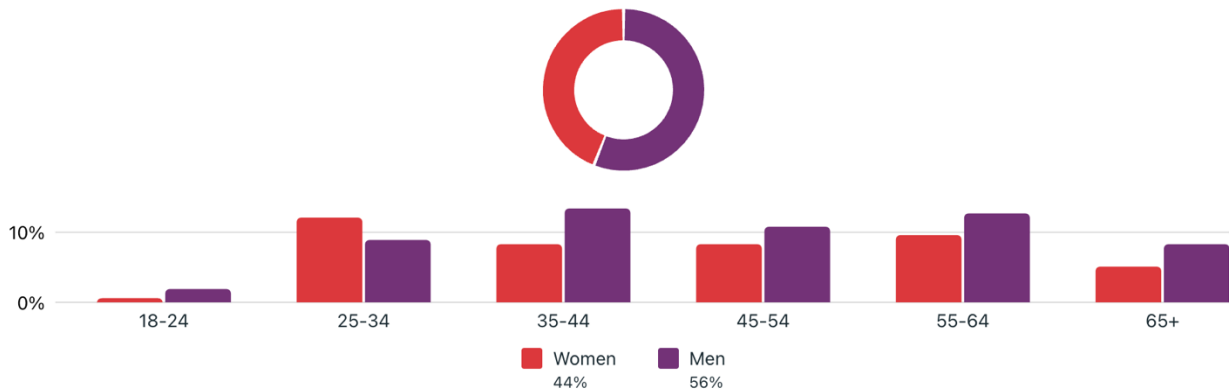
Activity	Date	Address	Status
Dive Team Training	February 12,2024	Morgan's Point Police HQ.	Complete
Dive Team Training	March	Morgan's Point Police HQ.	
Dive Team Training	March	Morgan's Point Police HQ.	
Dive Team Training	April	Morgan's Point Police HQ.	
Dive Team Training	May	Morgan's Point Police HQ.	
Dive Team Training	June	Morgan's Point Police HQ.	
Dive Team Training	July	Morgan's Point Police HQ.	
Dive Team Training	August	Morgan's Point Police HQ.	
Dive Team Training	September	Morgan's Point Police HQ.	
Dive Team Training	October	Morgan's Point Police HQ.	
Dive Team Training	November	Morgan's Point Police HQ.	
Dive Team Training	December	Morgan's Point Police HQ.	

## Morgan's Point Dive Team Facebook Statistics

Facebook followers ⓘ

162

Age & gender ⓘ



### Page Overview

[See more insights](#)

Followers: 157

Last 28 days

Performance

Daily Cumulative ⓘ

Reach ⓘ

117 ↑ 34.5%

Content interactions ⓘ

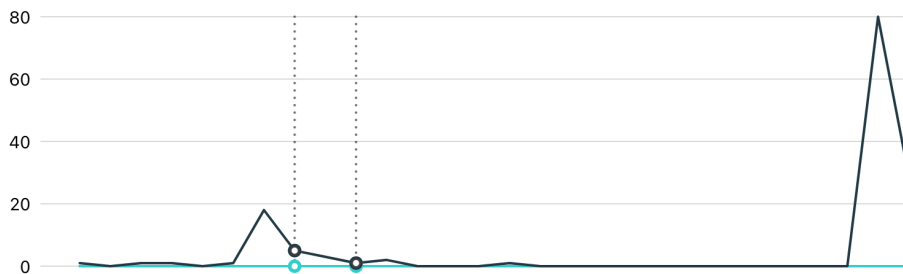
15 ↑ 36.4%

Followers ⓘ

Lifetime  
157

Link clicks ⓘ

1 ↓ 85.7%



Reach breakdown

Total  
117 ↑ 34.5%

From organic  
117 ↑ 34.5%

From ads  
0

Item g.



This post has no text

Feb 15, 2024, 8:14 AM

4 likes, 0 comments, 50 people reached

Boost unavailable

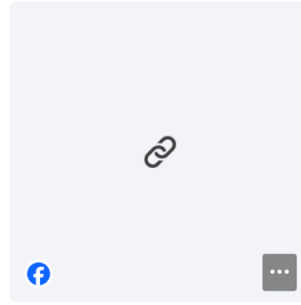


MPRDT Members reviewin...

Jan 23, 2024, 6:14 PM

12 likes, 1 comment, 121 people reached

Boost post

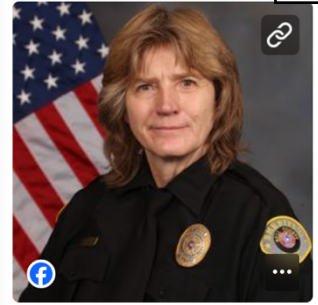


Mistake #1: Neglecting Hea...

Jan 3, 2024, 3:09 PM

2 likes, 0 comments, 32 people reached

Boost post



This post has no text

Dec 7, 2023, 1:07 PM

6 likes, 1 comment, 71 people reached

Boost unavailable

Facebook posts

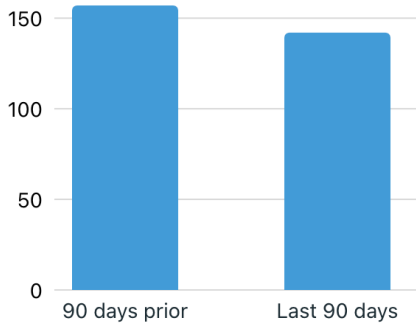
Facebook stories

Reach

Post reach

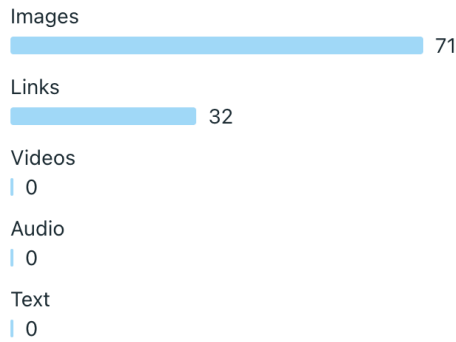
142 ↓ 9.6%

Total from last 90 days vs 90 days prior



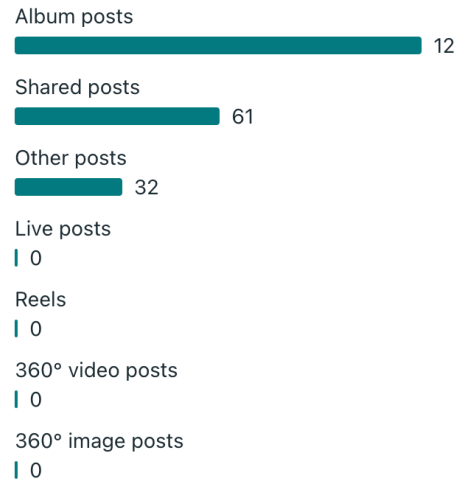
Median post reach per media type

For posts created in the last 90 days

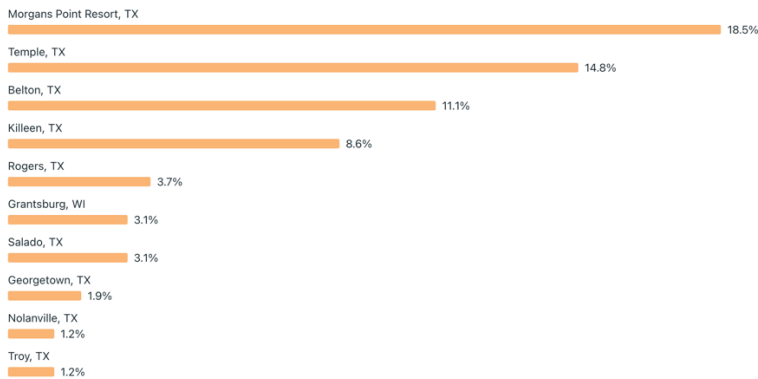


Median post reach per content format

For posts created in the last 90 days



Top cities







Morgans Point Resort Dive Team - Attendance Tracker 2024

Item g.

First Name	Last Name	Role	Status	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	Belton Boat Race	FT CAVAZOS Call Out #1	FT CAVAZOS Call Out #2	Training	Training	Summary
				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	01/22/24	02/12/24	Total Hours
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	1.00	1.00	62.00
Addison	Buckner	Rescue Diver	Active	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	0.00	0.00	0.00	4.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00
Ian	Combs	Rescue Diver	Active	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	0.00	25.00	
Becky	Cooley		Active																		0.00		0.00	0.00	0.00	0.00	3.00	3.00	3.00
Jeremy	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	0.00	33.00	
Rachael	Dahlein	Rescue Diver	Active										3.00	6.00	8.00	3.00	0.00	0.00	4.00	4.00	0.00	0.00	0.00	12.00	10.00	3.00	3.00	49.00	
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	3.00	3.00	65.00
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	0.00	3.00	4.00	0.00	0.00	0.00	12.00	0.00	0.00	3.00	3.00	82.00
Todd	Gardner	Rescue Diver	Active	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	3.00	3.00	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	0.00	18.00	
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	4.00	0.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	50.00	
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	12.00	0.00	0.00	3.00	3.00	31.00
Leonard	Holdridge	Rescue Diver / Incident Commander	Active	2.00	8.00	0.00	3.00	4.00	0.00	8.00	3.00	3.00	3.00	8.00	10.00	0.00	0.00	3.00	4.00	4.00	4.00	3.00	3.00	0.00	0.00	0.00	0.00	70.00	
Iyod	Joosp	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	0.00	3.00	
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	3.00	3.00	59.00
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	3.00	3.00	48.00
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	3.00	3.00	64.00
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	3.00	3.00	102.00
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	0.00	
Matthew	Neeley	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	4.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	25.00	
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	3.00	3.00	54.00
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	0.00	3.00	88.00
Charles	Robinson	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	0.00	0.00	
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	3.00	3.00	24.00
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	4.00	0.00	3.00	3.00	0.00	12.00	10.00	3.00	3.00	94.00	
Glen	Stonebrook	Rescue Diver	Active	3.00	0.00	0.00	3.00	0.00	0.00	0.00	0.00	3.00	3.00	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	0.00	0.00	38.00
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	0.00	3.00	
Tatiana	Navarro	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	3.00	



# City Council Agenda Item Form

**Date Submitted:** 2/27/2024  
**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6a.  
Discuss and Consider  
Changing the street name of Rudder Lane  
**Funds Required:** N/A  
**Funds Available:** N/A

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

**Agenda Item Summary:**  
This is a discussion and action item to change the street name of Rudder Lane. CTCOG received a request to change the name of Rudder Lane to either: 1. Siren Lane 2. Poseidon Lane 3. Neptune Lane or 4. Aquarius Lane. At this time CTCOG does not have an issue with the request since there is only once residence being built on this roadway. The only concern expressed by CTCOG 9-1-1 addressing staff is that Aquarius Lane is similar to another roadway so they would advise against using this as a potential name due to possible 9-1-1 issues.  
City staff and CTCOG have verified there would be no impact to any other structures at this time.

January 26, 2024

Interim City Manager: Uryan Nelson

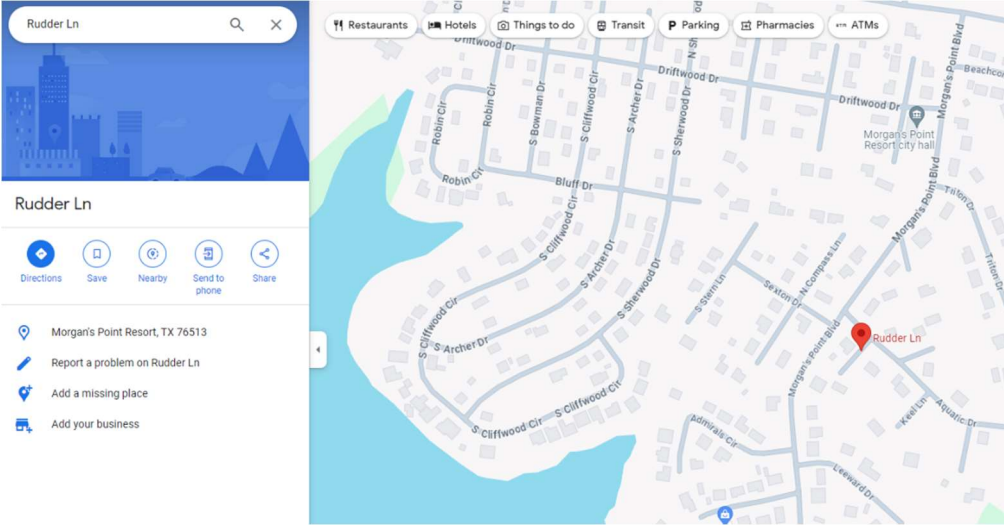
Mr. Nelson,

I would like to formally submit a request to change the street name on Rudder Lane in Morgan’s Point Resort, Belton, Texas 76513. I have reached out to Tanja Broom, GIS Analyst II at the Central Texas Council of Governments CTCOG - Planning & Regional Services and she has advised I send a formal request to you via email.

We are the only Residents on 5 Rudder Lane in Morgans Point Resort and we would like to change the street name to one of names listed in first choice order below:

- 1. Siren Lane
- 2. Poseidon Lane
- 3. Neptune Lane
- 4. Aquarius Lane

Please let me know what the next steps are and if you have any questions.



Thank you,  
 Christopher Alardin  
 956-337-1128



**RESOLUTION 2024.08**

**A RESOLUTION OF THE CITY OF MORGAN’S POINT RESORT, BELL COUNTY, TEXAS, APPOINTING 1 (One) MEMBER TO THE MARY RUTH BRIGGS LIBRARY COMMITTEE.**

**WHEREAS**, due to the resignation of Library member, Shawn Knuckles, term,

**WHEREAS**, the Library Committee has recommended the appointment of *LOU GUILLARD* to serve the 2-year term,

**WHEREAS**, *LOU GUILLARD* has expressed a desire and willingness to continue to serve his position on the Board and is willing to accept the appointment.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORGAN’S POINT RESORT, BELL COUNTY TEXAS, THAT:**

**Section 1.** *That the matter and facts recited in the preamble hereof are found and determined to be true and correct.*

**Section 2.** *LOU GUILLARD has been appointed to serve as Committee member on the Library Committee, with term beginning in JANUARY and term ending December 31, 2025.*

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2024, BY \_\_\_\_ (ayes) to \_\_\_\_ (nays) with no abstentions by a vote of the City Council of the City of Morgan’s Point Resort, Texas.**

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

ATTEST:

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

\_\_\_\_\_  
Neal Potts, City Attorney  
City of Morgan’s Point Resort, Texas



**MARY RUTH BRIGGS LIBRARY**  
8 Morgan's Point Blvd.  
Morgan's Point Resort, TX 76513-6438  
[www.morganspointresort.com](http://www.morganspointresort.com)  
[Library@mprtx.us](mailto:Library@mprtx.us)

January 17, 2024

Morgan's Point Resort  
Attn: City Council  
8 Morgan's Point Blvd.  
Morgan's Point Resort, TX 76513

Dear Honorable Mayor and City Council Members:

The committee members would like to inform you of Shawn Knuckles's resignation as At Large Member due to his relocating to another state. Shwan has been an At Large Member since September 2019 and has done an outstanding job. We wish him all the best!

The library would like to recommend the appointment of Lou Guillaud to fill the vacancy of the At Large Member board position. Lou is happy to accept this nomination. His term would be effective upon your approval of his appointment.

Please approve both Mr. Knuckles' resignation and Mr. Guillaud's appointment.

Thank you for your consideration.

Sincerely,

Pam Robinson  
Chairperson  
Mary Ruth Briggs Library Committee



### City Council Agenda Item Form

**Date Submitted:** 2/27/2024

**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6c.

Discuss and Consider

Approval of Pool Relining

**Funds Required:** \$41,746

**Funds Available:** \$40,000 (Budgeted)

**Council Action Requested:**

Ordinance

Resolution

Motion

Discussion

**Agenda Item Summary:**

This is a discussion and action item to approve the bid to reline the large pool at the event center.

The approved budget for this item is \$40,000 (02-62-6305.00.00)

Since the updated quote for the relining exceeds the budgeted amount, my recommendation is to use the funding that was budgeted for chairs in the budget (same budget cost code) to offset this and reduce the number of new chairs in the budget proportionally.

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Aqua Blue Pools LLC

PO Box 274

Troy, TX 76579

254-644-3410

aquablue274@gmail.com

Item c.

# Estimate

Date	Estimate #
12/10/2023	278

Name / Address
City of Morgans Point BJ

Description	Qty	Rate	Project	
			Total	
Main Pool				
Universal white plaster	178	158.68539	28,246.00	
6x6 tile & Tile line depth markers \$1170 (Got the tile already just need to get depth markers)		0.00	0.00	
Install & remove tile		3,800.00	3,800.00	
Install & remove Coping (Includes lueder coping)		7,200.00	7,200.00	
Delamination. If pool is over 30% delam ( flaking, halow spots, painted etc ) there will an extra fee. \$5500		0.00	0.00	T
Plaster includes: Universal finest finish white plaster Prep & Bond Adding a second main drain (as state code) & covers Fix the 3 2" lines in the tile line with covers that are to state code Spot tiles for steps(NON Skid)(State Code) Tile break line(NON Skid) (Sate code) Haul off				
Swimming Pool Light 500w 120v \$900 each		0.00	0.00	T
LED White \$1400 each				
LED Color \$1800 each				
50% Down		0.00	0.00	
50% Upon Plaster				
Install deck depth markers & Non skid tile	10	250.00	2,500.00	
<b>Subtotal</b>			\$41,746.00	
<b>Sales Tax (8.25%)</b>			\$0.00	
<b>Total</b>			\$41,746.00	





# City Council Agenda Item Form

**Date Submitted:** 2/27/2024  
**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6d.  
Discuss and Consider  
Personnel Policies Amendment  
**Funds Required:** N/A  
**Funds Available:** N/A

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

**Agenda Item Summary:**  
This is a discussion and action item. At this time a complete overhaul is needed to the current personnel policies, and staff have started working on that internally. The amendment to be considered at this time is to officially make a change to the carryover balances and accrual for both sick and vacation time for employees.  
At this time our policies state that a maximum of 40 hours of vacation can be carried over and a maximum of 480 hours may be carried over for sick time.  
After reviewing the leave balances of all employees, and discussing with staff, it appears that the carryover policies have not been enforced and many employees have well over the 40 hours of vacation carryover. Additionally, the way the system is currently set up, once an employee reaches their 480 hours for sick time carryover, they stop accruing sick leave; this practice does not allow for the employee to earn what should actually be a maximum of 576 sick hours over the course of the year, with the balance reverting to 480 at the close of our fiscal year.  
If council elects to continue with the personnel policy that was previously adopted this will impact 21 staff members, and will result in approximately 1283 hours, an average of 61 hours per person that currently have over the maximum vacation carryover balance.

**PERSONNEL POLICIES**  
of the  
**CITY OF MORGAN'S POINT  
RESORT**

Adopted by the City Council of the City of Morgan's Point Resort on: April, 9, 2013  
Revised/ Approved by City Council May 12, 2020 (*Sec. 10.01 Holidays only*)

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## PERSONNEL POLICIES

### WELCOME.

Welcome to the staff of the City of Morgan's Point Resort. As a City employee and public servant, you are part of an organized effort to provide the most efficient and cost effective services possible to the citizens of Morgan's Point Resort.

### PUBLIC SERVICE.

As a City employee you are responsible to serve the needs of the public in a fair, efficient, and courteous manner. The citizens of Morgan's Point Resort, represented by the City Council, are your employers and should be regarded as such in every situation. The citizens form their opinions of the City on their dealings with those who represent it day to day. As a "representative" of the City, it is your responsibility to be knowledgeable, helpful, and respectful without regard to status; to be honest and punctual; to be reliable in the fulfilling of promises; and to be understanding and patient regardless of circumstances.

Employees should be aware that there is a marked difference between being employed by a public entity and being employed by a private business. As a public sector employer, the City of Morgan's Point Resort is subject to more public scrutiny, rules, and regulations relating to the administration of its employee policies than employers in the private sector. As a public sector employee, you should be aware of these policies and how they affect you and your position.

### HISTORY.

As an employee of the City of Morgan's Point Resort, you are directly involved in the operation of a municipality that began in 1970. Morgan's Point Resort was named for the James E. Morgan family, who owned much of the land where the community was built. Developers purchased 1,277 acres for the project, and at the end of June 1970 Morgan's Point Resort residents voted to incorporate with an aldermanic form of government. The community grew quickly, with the number of residents rising from fifty in 1976 to 299 in 1980 and to 1,082 in 1982. The business district consisted primarily of service industries catering to local residents and to visitors to Belton Lake. Most members of the workforce commuted to nearby Temple or Belton or were associated with Fort Hood. Children attended school in the Belton Independent School District. By 1990 Morgan's Point Resort had a population estimated at 1,766, and residents had voted to change to a city-manager style of government. The population grew to 2,989 by 2000. The 2010 census listed the population at 4410.

### FORM OF GOVERNMENT.

Morgan's Point Resort has a council-manager form of government in which the mayor and five City Council members compose the governing body of the City. The council members are elected at large. Under the council-manager form of government, all administrative powers of the City are vested in the City Manager. It is the City Manager's responsibility to oversee the City's day-to-day operations and to supervise the employees of the City.

The City of Morgan's Point Resort is classified as a "General Law, Type A" city. General Law cities operate according to specific state statutes which define their powers and duties (from Home Rule Cities, "Handbook for mayors and council Members," Sept. 91, p. 2.)

Initiative, referendum, and recall are important powers reserved for exclusive use by local voters in order to provide direct remedies in unusual situations. These powers allow citizens to circumvent the City Council by direct ballot box action. Initiative involves the popular public enactment of new ordinances which the City Council has refused to enact. Referendum involves the repeal of unpopular ordinance passed by the Council. Recall involves the removal of unpopular council members before the expiration of their terms.

It is reassuring and helpful to the public for the employees of the City to exhibit an interest in and a working knowledge of the history, government, and general operations of the City. All employees are encouraged to be aware of any information that might prove beneficial to the citizens and visitors with whom they have contact.



**Holidays.**

**9.00 LEAVE TIME**

**9.01 DEFINITIONS.**

**9.01.01 Leave Time.** Leave time is time during normal working hours in which an employee does not engage in the performance of job duties. Leave time may be either paid or unpaid.

**9.01.02 Unauthorized Absence.** An unauthorized absence is one in which the employee is absent from regular duty without permission of the department manager. Employees are not paid for unauthorized absences and such absences are subject to disciplinary action.

**9.01.03 Abandonment of Position.** Unauthorized absence from work for a period of two (2) consecutive working days will be considered by the City Manager as a resignation. Unless the City Manager determines otherwise, the resignation is not in good standing, and the employee is not eligible for reemployment.

**9.02 APPROVAL OF LEAVE.**

**9.02.01** All leave taken by City employees must be approved by the employee's department manager. ~~Signed leave forms shall be sent by the employee by payroll office for recording on the central leave records by 5 PM the Friday BEFORE leave is taken.~~ This includes personal and vacation leave.

**9.02.02** Department managers are responsible for determining that leave has been accrued and is available for use in the amounts requested by an employee. In addition, department managers are responsible for ensuring that all vacation and sick leave usage is recorded in the time recording system sent to the payroll office.

**9.02.03** Official records of vacation leave and sick leave accrual and of leave usage are kept for each employee by the person in charge of personnel. Leave balances reflect any remaining leave to which an employee is entitled.

**9.03 VACATION LEAVE.**

**9.03.01** All regular full-time City employees who work at least 20 hours per week are eligible to accrue paid vacation leave. Employees are encouraged to take regular vacations at least annually.

**9.03.02 Vacation Leave Accrual Rates.** Regular, full-time employees earn vacation leave as follows:

Length of Service	Vacation Leave Earned per Year	Vacation Leave Earned per Two Week Pay Period	Vacation Leave Earned per Month
-------------------	--------------------------------	---	---------------------------------



One year or less	40 hours	1.54	3.08
More than one year/up through 5 years	80 hours per year	3.07	6.14
6 years through 20 years	120 hours per year	4.61	9.22
21 years of service and beyond	160 hours per year	6.15	12.3

**9.03.04** A regular, full-time employee whose work schedule involves 20 hours or more per week earns vacation leave at either one-half or three-quarters of the regular, full-time accrual rate (see **Section 5.01 Categories.**)

**9.03.05** Temporary employees (full-time or part-time) and regular part-time employees do not earn vacation leave.

**9.03.06 Accumulation of Vacation Leave.** Employees are encouraged to use their accrued vacation leave each year as it is earned. In the event that an individual has not used his or her accumulated vacation leave by September 30<sup>th</sup>, the employee will be allowed to carry over ~~forty (40)~~ two hundred and forty (240) hours of accrued vacation to the next fiscal year. Employees whose employment terminates during the year will be paid for unused vacation time, up to the two hundred and forty (240) hours.

**9.03.07 Payment for Unused Vacation Leave Upon Separation.** When an employee leaves the service of the City in good standing, he or she will be paid for any unused vacation leave in his or her account at the time of separation. The rate of pay will be determined by the salary rate in effect at the time of termination.

**9.03.08 Scheduling Vacation Leave.** Supervisors should encourage their employees to schedule vacations and request leave well in advance. ~~Vacation schedules must accommodate the City's work schedule. Provided departmental workloads will permit, employees should be allowed to select their desired vacation periods.~~ Vacations should be taken at a time that, as determined by the Supervisor, will not impair the operation of the department. If there is a conflict in vacation schedules involving two or more employees, employees are granted their preference on a "first come, first served" basis. If two requests are received on the same day, and at approximately the same time, and cover the same requested vacation period, the employees will be granted their preference in accordance with their seniority. ~~If the desired leave schedules conflict with City requirements, the City's requirements are given first consideration.~~ A vacation leave request in excess of 10 working days must be submitted by the employee at least two weeks in advance. ~~An employee may take earned vacation leave in increment blocks of one half (1/2) assigned work periods or more only, no less.~~ When taking vacation, an employee must take a minimum of thirty (30) minutes, and must have the approval of the employee's immediate supervisor. Vacation time shall not be advanced to employees. Vacation credits are not transferable between employees.

**9.03.09 Use of Vacation Leave.** Regular, full-time employees (except firefighters) are charged with one full work period of vacation leave for each full day they are absent on approved vacation leave. Firefighters are charged with 24 hours of vacation leave for each full shift missed on approved vacation leave. Use of vacation leave for less than full day(s) or full shifts is recorded in increments of four hours or more.

**9.03.10** Employees do not earn leave while on unpaid leave of any type for the entire pay period.

**9.04 COMPENSATORY LEAVE.** Refer to **Section 7.07 Compensatory Time.**



## 9.05 SICK LEAVE.

**9.05.01** Sick days are not intended to be used as a substitute for vacation days. An employee with accrued sick leave may use it if the employee is absent from work due to:

1. Personal illness or physical or mental incapacity;
2. Medical, dental, or optical examinations or treatments;
3. Medical quarantine resulting from exposure to a contagious disease; or
4. Illness of a member of the employee's family or the spouse's immediate family who requires the employee's personal care and attention. For this purpose, immediate family is defined as the employee's spouse, child(ren), or parents husband, wife, children, mother, father, brother, sister, mother-in-law, father-in-law, or grandparents.

**9.05.02 Accrual and Use of Sick Leave.** Regular full-time employees are entitled to paid sick leave as soon as it is accrued. All regular full-time employees accrue sick leave at the rate of four (4) hours per two-week pay period.

**9.05.03 Notification Requirements.** Approval of sick leave for non-emergency/non illness medical, dental, or optical appointments must be secured at least one week in advance. In all other instances, the employee must notify his or her supervisor or department manager as soon as possible but not later than one (1) hour before their normally scheduled workday, unless emergency conditions exist, and must request that approval of sick leave be granted. Police and fire personnel may be required to provide earlier advance notification. Additionally, police and fire personnel must notify their supervisor at least two (2) hours prior to the beginning of their next assigned shift as to whether or not they will be returning to duty. The employee also must call the supervisor each subsequent day he or she will be out on sick leave unless other arrangements are made.

**9.05.04** Failure to provide the required notice may result in the employee's being placed on leave-without-pay status and may result in disciplinary action against the employee. Employees are expected to return to work as soon as they no longer need to take sick leave. Immediately upon returning to work, employees who have been absent on sick leave must complete the required form for sick leave approval.

**9.05.05** Regular, full-time employees are charged with the number of hours of sick leave for each hour they are absent on approved sick leave. Firefighters are charged with 24 hours of sick leave for each full shift they miss on approved sick leave. For employees who are exempt from FLSA under the executive, administrative, or professional categories, no deduction is made from salary or accrued sick leave for a partial day's absence on approved sick leave.

**9.05.06** Employees that are absent from ~~two (2)~~ three (3) consecutive work shifts are required to bring a Doctor's excuse to their supervisor before they are allowed to return to work.

**9.05.07** Excessive use of sick leave without adequate justification may result in disciplinary action, including dismissal.

**9.05.08 Verification.** A department manager or the City Manager may request an employee to furnish, and the employee must provide upon request, written verification by a

third party ~~(approved by the City Manager)~~ (doctor/nurse practitioner) supporting the request for sick leave benefits.



**9.05.09 Accumulation of Sick Leave.** Employees may carry accrued sick days over from one year to the next, and will continue to accumulate sick leave at the rate of four (4) hours per two week pay period. In the event that an individual has not used his or her accumulated sick leave by September 30<sup>th</sup>, the employee will lose any sick hours accumulated over the maximum four hundred and eighty (480) hours. ~~not used by regular employees during the year in which it accrues, accumulates and is available for use in succeeding years up to a maximum of four hundred and eighty (480) hours.~~

**9.05.10 Exhaustion of Sick Leave.** No advance of unearned sick leave benefits will be made for any reason.

**9.05.11 Cancellation Upon Termination.** Unused sick leave is canceled upon termination of employment without compensation to the employee.

**9.06 FUNERAL LEAVE.**

**9.06.01** Employees are allowed up to three consecutive days off from regularly scheduled duty with regular pay in the event of the death of the employee's spouse, child, father, father-in-law, mother, mother-in-law, brother, sister, stepfather, stepmother, stepbrother, stepsister, stepson or stepdaughter. Also included are the employee's brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt, uncle, grandparent, grandchild or spouse's grandparent. To be eligible for paid bereavement leave, the employee must attend the funeral of the deceased relative.

Employees are allowed up to four hours of bereavement leave to attend the funeral of a fellow regular employee or retiree of the City, provided such absence from duty will not interfere with normal operations of the City. To be eligible for pay under this provision, the employee generally must attend the funeral of the deceased regular employee or retiree.

Any Regular Full-time employee may receive up to 4 hours of paid funeral leave to serve as a pallbearer in a funeral.

**9.06.02** Funeral leave also includes any relative living in the employee's household who is dependent on the employee for care. The length of time granted (number of hours or days) for a specific funeral must be approved by the City Manager in advance and will depend on the circumstances. The terms of, reasons, and length of leave time approved for the leave must be documented and filed in the employee's personnel file.

**9.07 ADMINISTRATIVE LEAVE.** The City Manager may authorize administrative leave, with or without pay, when warranted by unforeseen circumstances not otherwise provided for in these policies.

**9.08 MILITARY LEAVE.**

**9.08.01** Regular employees who have completed the introductory period and are members of the State Military Forces or members of any of the Reserve Components of the Armed Forces of the United States are entitled to leave of absence from their duties, without loss

# DRAFT

## 9.00 LEAVE TIME

### 9.01 DEFINITIONS.

**9.01.01 Leave Time.** Leave time is time during normal working hours in which an employee does not engage in the performance of job duties. Leave time may be either paid or unpaid.

**9.01.02 Unauthorized Absence.** An unauthorized absence is one in which the employee is absent from regular duty without the permission of the department manager. Employees are not paid for unauthorized absences and such absences are subject to disciplinary action.

**9.01.03 Abandonment of Position.** Unauthorized absence from work for a period of two (2) consecutive working days will be considered by the City Manager as a resignation. Unless the City Manager determines otherwise, the resignation is not in good standing, and the employee is not eligible for reemployment.

### 9.02 APPROVAL OF LEAVE

**9.02.01** All leave taken by City employees must be approved by the employees' department manager. This includes personal and vacation leave.

**9.02.02** Department managers are responsible for determining that leave has been accrued and is available for use in the amounts requested by an employee. In addition, department managers are responsible for ensuring that all vacation and sick leave usage is recorded in the time recording system sent to the payroll office.

**9.02.03** Official records of vacation leave and sick leave accrual and of leave usage are kept for each employee by the person in charge of personnel. Leave balances reflect any remaining leave to which an employee is entitled.

### 9.03 VACATION LEAVE

**9.03.01** All regular full-time City employees who work at least 20 hours per week are eligible to accrue paid vacation leave. Employees are encouraged to take regular vacations at least annually.

**9.03.02 Vacation Leave Accrual Rates.** Regular, full-time employees earn vacation leave as follows:

<u>Length of Service</u>	<u>Vacation Leave Earned Per Year</u>	<u>Vacation Leave Earned per Two Week Pay Period</u>	<u>Vacation Leave Earned per Month</u>
One year or less	40 hours	1.54	3.08
More than one year -5 years	80 hours per year	3.07	6.14
6 – 20 years	120 hours per year	4.61	9.22
21 years and above	160 hours per year	6.15	12.3

**9.03.04** A regular, full-time employee whose work schedule involves 20 hours or more per week earns vacation leave at either one-half or three-quarters of the regular, full-time accrual rate (see **Section 5.01 Categories.**)

**9.03.05** Temporary employees (full-time or part-time) and regular part-time employees do not earn vacation leave.

**9.03.06 Accumulation of Vacation Leave.** Employees are encouraged to use their accrued vacation leave each year as it is earned. Employees may carry accrued vacation days from one year to the next and will continue to accumulate vacation leave at the rate of their years of service per two week pay period. In the event that an individual has not used his or her accumulated vacation leave by fiscal year end, September 30<sup>th</sup>, the employee will lose any vacation hours accumulated over the maximum two hundred and forty (240) hours.

**9.03.07 Payment for Unused Vacation Leave Upon Separation.** When an employee has been employed for over a year, and leaves the service of the City in good standing, he or she will be paid for any unused vacation leave in his or her account up to the maximum allowed carryover at the time of separation. The rate of pay will be determined by the salary rate in effect at the time of termination.

**9.03.08 Scheduling Vacation Leave.** Supervisors should encourage their employees to schedule vacations and request leave well in advance. Vacations should be taken at a time that, as determined by the Supervisor, will not impair the operation of the department. If there is a conflict in vacation schedules involving two or more employees, employees are granted their preference on a "first come, first served" basis. If two requests are received on the same day, and at approximately the same time, and cover the same requested vacation period, the employees will be granted their preference in accordance with their seniority. A vacation leave request in excess of 10 working days must be submitted by the employee at least two weeks in advance. When taking vacation, an employee must take a minimum of thirty (30) minutes and must have the approval of the employee's immediate supervisor. Vacation time shall not be advanced to employees. Vacation credits are not transferable between employees.

**9.03.09 Use of Vacation Leave.** Regular, full-time employees (except firefighters) are charged with one full work period of vacation leave for each full day they are absent on approved vacation leave. Firefighters are charged with 24 hours of vacation leave for each full shift missed on approved vacation leave. Use of vacation leave for less than full day(s) or full shifts is recorded in increments of four hours or more.

**9.03.10** Employees do not earn leave while on unpaid leave of any type for the entire pay period.

**9.04 COMPENSATORY LEAVE.** Refer to **Section 7.07 Compensatory Time.**

**9.05 SICK LEAVE.**



**9.05.01** Sick days are not intended to be used as a substitute for vacation days. An employee with accrued sick leave may use it if the employee is absent from work due to:

1. Personal illness or physical or mental incapacity;
2. Medical, dental, or optical examinations or treatments;
3. Medical quarantine resulting from exposure to a contagious disease; or
4. Illness of a member of the employee's family or spouse's immediate family who requires the employee's personal care and attention. For this purpose, immediate family is defined as the employee's husband, wife, children, mother, father, brother, sister, mother-in-law, father-in law, or grandparents.

**9.05.02 Accrual and Use of Sick Leave.** Regular full-time employees are entitled to paid sick leave as soon as it is accrued. All regular full-time employees accrue sick leave at the rate of four (4) hours per two-week pay period.

**9.05.03 Notification Requirements.** Approval of sick leave for non-emergency/non illness medical, dental, or optical appointments must be secured at least one week in advance. In all other instances, the employee must notify his or her supervisor or department manager as soon as possible but not later than one (1) hour before their normally scheduled workday, unless emergency conditions exist, and must request that approval of sick leave be granted. Police and fire personnel may be required to provide earlier advance notification. Additionally, police and fire personnel must notify their supervisor at least two (2) hours prior to the beginning of their next assigned shift as to whether or not they will be returning to duty. The employee also must call the supervisor each subsequent day he or she will be out on sick leave unless other arrangements are made.

**9.05.04** Failure to provide the required notice may result in the employee's being placed on leave-without-pay status and may result in disciplinary action against the employee. Employees are expected to return to work as soon as they no longer need to take sick leave. Immediately upon returning to work, employees who have been absent on sick leave must complete the required form for sick leave approval.

**9.05.05** Regular, full-time employees are charged with the number of hours of sick leave for each hour they are absent on approved sick leave. Firefighters are charged with 24 hours of sick leave for each full shift they miss on approved sick leave. For employees who are exempt from FLSA under the executive, administrative, or professional categories, no deduction is made from salary or accrued sick leave for a partial day's absence on approved sick leave.

**9.05.06** Employees that are absent from three (3) consecutive work shifts are required to bring a doctor's excuse to their supervisor before they are allowed to return to work.

**9.05.07** Excessive use of sick leave without adequate justification may result in disciplinary action, including dismissal.

**9.05.08 Verification.** A department manager or the City Manager may request an employee to furnish, and the employee must provide, upon request, written verification by a third party (doctor/nurse practitioner) supporting the request for sick leave benefits.

**9.05.09 Accumulation of Sick Leave.** Employees may carry accrued sick days over from one year to the next and will continue to accumulate sick leave at the rate of four (4) hours per two week pay period. If an individual has not used his or her accumulated sick leave by September 30<sup>th</sup>, the employee will lose any sick hours accumulated over the maximum four hundred and eighty (480) hours.

**9.05.10 Exhaustion of Sick Leave.** No advance of unearned sick leave benefits will be made for any reason.

**9.05.11 Cancellation Upon Termination.** Unused sick leave is canceled upon termination of employment without compensation to the employee.

## **9.06 FUNERAL LEAVE.**

**9.06.01** Employees are allowed up to three consecutive days off from regularly scheduled duty with regular pay in the event of the death of the employee's spouse, child, father, father-in-law, mother, mother-in-law, brother, sister, stepfather, stepmother, stepbrother, stepsister, stepson, or stepdaughter. Also included are the employee's brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt, uncle, grandparent, grandchild, or spouse's grandparent. To be eligible for paid bereavement leave, the employee must attend the funeral of the deceased relative.

Employees are allowed up to four hours of bereavement leave to attend the funeral of a fellow regular employee or retiree of the City, provided such absence from duty will not interfere with normal operations of the City. To be eligible for pay under this provision, the employee generally must attend the funeral of the deceased regular employee or retiree.

Any Regular Full-time employee may receive up to 4 hours of paid funeral leave to serve as a pallbearer in a funeral.

**9.06.02** Funeral leave also includes any relative living in the employee's household who is dependent on the employee for care. The length of time granted (number of hours or days) for a specific funeral must be approved by the City Manager in advance and will depend on the circumstances. The terms of, reasons, and length of leave time approved for the leave must be documented and filed in the employee's personnel file.

**9.07 ADMINISTRATIVE LEAVE.** The City Manager may authorize administrative leave, with or without pay, when warranted by unforeseen circumstances not otherwise provided for in these policies.



## City Council Agenda Item Form

**Date Submitted:** 2/27/2024

**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6e.

Discuss and Consider  
Comprehensive Plan

**Funds Required:** N/A

**Funds Available:** N/A

**Council Action Requested:**

Ordinance

Resolution

Motion

Discussion

**Agenda Item Summary:**

This is a discussion and action for staff to provide an update on the plan and process and take any action if necessary.

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**City Council Agenda Item Form**

**Date Submitted:** 2/27/2024

**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6f.

Discuss and Consider  
Road Study

**Funds Required:** N/A

**Funds Available:** N/A

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Agenda Item Summary:**

This is a discussion and action for staff to provide an update on the study and process and take any action if necessary.

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**City Council Agenda Item Form**

**Date Submitted:** 2/27/2024  
**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6g.  
Discuss and Consider  
FY21 Financial Audit  
**Funds Required:** N/A  
**Funds Available:** N/A

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

**Agenda Item Summary:**  
This is a discussion and action for the audit firm to provide an update on the status of the FY21 audit and for the council to take any action necessary.  
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**CITY OF MORGAN'S POINT RESORT**



**JOB DESCRIPTION**

**City Manager**

<b>Department</b>	Administration
<b>FLSA Status</b>	Exempt
<b>Effective Date:</b>	March 13, 2024

**Position Summary**

The City Manager serves as the Chief Administrative Officer in the City of Morgan’s Point Resort and is responsible for executing the policies and programs determined by the Mayor and City Council. The dynamic role requires effective leadership, a strong focus on financial acumen, a commitment to transparency, and alignment with the City Council’s vision and priorities.

**Key Responsibilities**

**Alignment Of Values and Priorities:**

- Collaborate closely with the Mayor and City Council to ensure alignment of values and priorities.
- Implement checks and balances to safeguard the City’s alignment with the City Council’s vision and strategic goals.
- Periodic reporting to Council on status and achievement of Annual Work Goals.
- Ensure compliance with applicable laws and regulations.

<u>ACTIVITY</u>	<u>TIME AT TASKS</u>
<b>Resident Service</b>	25%
<b>Financial Matters</b>	25%
<b>H/R Matters</b>	15%
<b>Planning/Development</b>	20%
<b>General Administration</b>	15%

**Financial Acumen and Transparency:**

- Oversee financial management, audits, and reporting to maintain fiscal transparency.
- Develop and manage the City’s operational and capital budgets, ensuring responsible financial stewardship.
- Implement financial controls and best practices to safeguard public funds.
- Enhance financial reporting to provide transparency to the City Council and the public.
- Oversee procurement of infrastructure funding through bonds, grants, or other instruments.

**Vision and Strategy Implementation:**

- Play a central role in implementing and managing the City Council’s vision, strategy, and priorities.
- Collaborate with the City Council to develop long-range and short-range plans for the City’s development.
- Provide input and recommendations to shape the City’s strategic direction.

**Preferred Education and Experience:**

- A degree in Public Administration, Business Administration, or a related field from an accredited four-year college or university.
- Five or more years of progressively responsible experience, ideally in a role of comparable size and scope to the City of Morgan’s Point Resort.

**Knowledge, Skills, and Abilities:**

- Demonstrated ability to exercise independent judgement within established policy guidelines and priorities.
- Strong interpersonal and communication skills, both written and verbal.
- Proficiency in budgeting principles and financial management.
- Sound knowledge of Federal, State, and local laws governing City operations.
- Expertise in human resource management and effective leadership practices.
- Analytical skills to evaluate quantitative and qualitative information for decision-making.
- Diplomacy and tact in handling sensitive political, public policy, and community matters.
- Ability to represent the City effectively to various stakeholders and the public.
- A commitment to transparency, ethics, and accountability in City management.

**Supervision Received and Exercised:**

- Receives policy direction from the City Council.
- Receives direction and assignments from the City Council.
- Exercises supervision over all municipal employees either directly or through subordinate supervisors.

**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.
- 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 and the ability to adjust focus.
- The employee may be required to push, pull, lift, and/or carry up to 20 pounds.
- The noise level in the work environment is usually moderate.

<b>Weight</b>	20 lbs
<b>Environment</b>	Moderate
<b>Physical Activity</b>	Moderate

*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 by 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 the requirements of the job change.*



# 30 Town Manager Interview Questions and Answers

Common Town Manager interview questions, how to answer them, and example answers from a certified career coach.

Common Town Manager interview questions, how to answer them, and example answers from a certified career coach.

Taking on the critical role of a town manager requires exceptional leadership, strategic thinking, and a deep understanding of public administration. You'll be responsible for overseeing various departments, managing budgets, and ensuring that the community you serve thrives under your guidance. With such an important job at stake, it's essential to convey your experience and qualifications effectively during the interview process.

In this article, we will delve into some common town manager interview questions designed to assess your suitability for this vital position. Additionally, we will provide advice on how to approach these questions confidently, demonstrating your ability to lead and manage a thriving community.

## **1. What experience do you have in managing a town or city?**

Being a town manager requires not only leadership skills but also knowledge of local government operations, budgeting, and community engagement. Your experience in managing a town or city will demonstrate to the interviewer that you have the capacity to handle the complex challenges that come with the role. They want to see that you've navigated the intricacies of local government before and can apply that experience to their town or city effectively.

**Example:** *“As a town manager for the past five years, I have gained extensive experience in managing various aspects of local government. My role has involved overseeing daily operations, including public works, parks and recreation, finance, human resources, and community development. This has allowed me to develop strong relationships with department heads and staff members, ensuring that we work together effectively to achieve our common goals.”*

Item h.

*One of my most significant accomplishments during this time was leading the implementation of a comprehensive strategic plan for the town’s growth and development. This included working closely with elected officials, residents, and business owners to identify priorities and allocate resources accordingly. Through careful planning and collaboration, we were able to improve infrastructure, enhance public services, and attract new businesses to the area, ultimately contributing to the overall well-being and prosperity of the community.”*

## **2. Describe your approach to creating and managing budgets for a municipality.**

Budgeting is the backbone of any successful town or city management. By asking about your approach to creating and managing budgets, interviewers want to understand your ability to plan, prioritize, and allocate resources effectively. They also want to gauge your understanding of the financial and logistical challenges that may arise in a municipality and how you’d address them to ensure the smooth functioning of the town.

**Example:** *“My approach to creating and managing budgets for a municipality involves collaboration, transparency, and prioritization. First, I work closely with department heads to gather input on their needs and goals for the upcoming fiscal year. This helps me understand the various requirements and constraints of each department while ensuring that everyone has an opportunity to contribute to the budgeting process.”*

*Once I have gathered all necessary information, I analyze revenue projections and historical spending patterns to create a realistic and balanced budget proposal. During this stage, it's essential to prioritize projects and initiatives based on their alignment with the town's strategic plan and overall community needs. In some cases, tough decisions must be made regarding resource allocation, but my goal is always to make informed choices that best serve the interests of the residents.*

*After the budget is approved by the town council, I continuously monitor expenditures and revenues throughout the fiscal year to ensure we stay on track. If any significant variances arise, I collaborate with relevant departments to address them promptly and adjust our financial plans accordingly. This proactive approach to budget management allows us to maintain fiscal responsibility while effectively serving the community."*

### **3. How would you handle conflicts between different departments within the town government?**

Conflict resolution is a vital skill for any manager, especially when it comes to leading a town government. Departments within local government often have limited resources and competing priorities. Interviewers want to know that you can effectively navigate these challenges, ensuring that all parties are heard, respected, and that you can find a balanced solution to conflicts while keeping the overall interests of the town in mind. Demonstrating your ability to handle these situations is key to proving you have the leadership skills necessary for the role of Town Manager.

**Example:** *"When conflicts arise between different departments within the town government, my first step would be to gather information from both sides to understand the root cause of the disagreement. I would schedule a meeting with the department heads involved and encourage open communication, allowing each party to express their concerns and perspectives.*

*Once I have a clear understanding of the issue at hand, I would work collaboratively with the department heads to identify potential solutions that address the needs of both parties while keeping in mind the overall goals and priorities of the town. This may involve finding compromises or exploring alternative approaches that can satisfy everyone's objectives. Throughout this process, I would emphasize the importance of teamwork and cooperation, reminding all parties that we share a common goal: serving our community effectively and efficiently."*

Item h.

#### **4. Can you provide an example of a time when you successfully managed a large-scale project or initiative?**

As a town manager, you'll be responsible for overseeing a wide array of projects that impact the community, ranging from infrastructure improvements to public safety initiatives. Interviewers ask this question to gauge your ability to plan, coordinate, and execute complex projects while balancing the needs of various stakeholders. Demonstrating your experience in successfully managing large-scale projects will give the hiring committee confidence in your ability to lead their town effectively.

**Example:** *"Certainly, one of the most significant projects I managed was the redevelopment of our town's central park. The project involved multiple stakeholders, including local businesses, residents, and various government departments. Our goal was to revitalize the area, making it more accessible and attractive for both locals and tourists while preserving its historical significance.*

*I began by assembling a diverse team of experts, including urban planners, landscape architects, and engineers. We held several community engagement sessions to gather input from residents and business owners, ensuring their needs and concerns were addressed in the final design.*

*Throughout the process, I closely monitored the budget and timeline, regularly updating all stakeholders on progress and addressing any issues that arose.*

*The project was completed within the allocated budget and time frame, resulting in an inviting and functional public space that has since become* Item h.  
*hub for community events and gatherings. This successful outcome can be attributed to effective communication, strong leadership, and collaboration among all parties involved."*

## **5. What strategies do you use to engage with community members and ensure their voices are heard?**

As a town manager, your ability to connect with residents and understand their concerns is essential for building trust and making informed decisions. Demonstrating your strategies for engaging with community members shows interviewers that you prioritize open communication and value the input of those you serve. This question also reveals your interpersonal skills and your commitment to fostering a transparent and inclusive local government.

**Example:** *"One of my key strategies for engaging with community members is to create multiple channels for communication and feedback. This includes hosting regular town hall meetings, where residents can voice their concerns and ask questions directly. I also make sure that our local government has a strong online presence through social media platforms and an accessible website, which allows people to stay informed and provide input on various issues.*

*Another important aspect of ensuring community voices are heard is by actively seeking out underrepresented groups within the town. I collaborate with local organizations and leaders to identify these groups and organize targeted outreach efforts, such as focus groups or workshops, to gather their perspectives and address their specific needs. This inclusive approach not only fosters trust between the local government and its constituents but also helps us make more informed decisions that benefit the entire community."*

## 6. How do you stay informed about changes in local, state, and federal laws that may impact the town?

Item h.

Staying abreast of relevant changes in legislation is key for a town manager to ensure the town remains in compliance and can adapt to new requirements. By asking this question, interviewers want to gauge your commitment to keeping informed, your ability to navigate complex legal landscapes, and your strategies for staying up-to-date. This will demonstrate your proactive approach to managing the town's affairs and your effectiveness in the role.

**Example:** *“Staying informed about changes in local, state, and federal laws is essential for effective town management. To keep up-to-date with these changes, I subscribe to relevant newsletters and updates from government agencies, as well as follow legislative sessions closely. This helps me stay aware of any proposed or enacted legislation that may impact the town.*

*Furthermore, I maintain strong relationships with our local representatives at the state and federal levels, which allows me to receive timely information on potential policy changes. Additionally, I participate in professional associations and attend conferences where experts discuss emerging trends and best practices in municipal governance. These activities not only help me stay informed but also provide opportunities to network with other professionals who can share their experiences and insights on how they've navigated similar challenges.”*

## 7. Describe your experience working with elected officials, such as city council members or mayors.

Navigating the complex world of local government requires a deft hand and strong interpersonal skills. As a town manager, you'll need to work effectively with elected officials, who may have differing opinions and priorities. Your ability to collaborate and communicate with them is key to ensuring the efficient, smooth operation of the town. This question seeks to explore your

experience and ability to manage those relationships, as well as address potential conflicts and political sensitivities.

**Example:** *“During my tenure as an assistant town manager, I had the opportunity to work closely with elected officials, including city council members and the mayor. My primary responsibility was to provide them with accurate information and recommendations on various municipal matters, such as budgeting, infrastructure projects, and community development initiatives.*

*I maintained open lines of communication with these officials through regular meetings, briefings, and written reports. This allowed me to understand their priorities and concerns while ensuring that they were well-informed about ongoing projects and potential challenges. Additionally, I collaborated with them in developing strategic plans and setting goals for the municipality, which helped align our efforts towards achieving common objectives. Through this experience, I have developed strong working relationships with elected officials and gained valuable insights into effectively managing a town’s resources and addressing its needs.”*

## **8. What is your approach to economic development and attracting new businesses to the town?**

The success of a town is closely tied to its economic development and the ability to attract new businesses. As a town manager, you’ll be responsible for spearheading initiatives to create a thriving local economy. Interviewers want to know if you have a clear vision and strategy for achieving this goal, as well as how you will collaborate with various stakeholders, such as local business owners, residents, and government officials, to create a vibrant and prosperous community.

**Example:** *“My approach to economic development involves a combination of strategic planning, collaboration with stakeholders, and targeted marketing efforts. First, I work closely with the town’s economic*

development committee to identify key industries and businesses that align with our community's strengths and values. This helps us create a focused plan for attracting new businesses that will contribute positively to the local economy.

Item h.

Once we have identified target industries, I collaborate with various stakeholders such as local business owners, real estate developers, and regional partners to develop incentives and support structures that make our town an attractive destination for these businesses. This may include streamlining permitting processes, offering tax breaks or grants, and ensuring access to necessary infrastructure.

To attract new businesses, I believe in promoting the unique selling points of our town through targeted marketing campaigns. This includes showcasing our skilled workforce, quality of life, and available resources to potential investors. Additionally, I prioritize maintaining open lines of communication with existing businesses to address their needs and concerns, fostering a supportive environment that encourages growth and retention within our community."

## **9. How do you prioritize infrastructure projects, such as road repairs or facility upgrades?**

As a town manager, you'll be responsible for balancing the needs and resources of the community. This question helps interviewers gauge your ability to evaluate various infrastructure projects and allocate resources effectively, taking into account factors such as urgency, budget, long-term benefits, and community impact. Demonstrating your skills in project prioritization will show that you can make informed decisions that best serve the town and its residents.

**Example:** "When prioritizing infrastructure projects, I consider several factors to ensure that the most critical needs are addressed first while also taking into account budget constraints and community impact. First, I assess



*the urgency of each project based on safety concerns, potential risks, and the current condition of the infrastructure. Projects with immediate safety hazards or those at risk of causing significant damage receive top priority.*

Item h.

*Once urgent projects have been identified, I evaluate the remaining projects in terms of their overall benefits to the community, such as improved traffic flow, increased accessibility, or enhanced public services. Additionally, I take into consideration any available grants or funding opportunities that could help offset costs for specific projects.*

*Throughout this process, I maintain open communication with relevant stakeholders, including local government officials, engineers, and residents, to gather input and keep them informed about project priorities and timelines. This collaborative approach ensures that our infrastructure investments align with both the community's needs and long-term strategic goals."*

## **10. What role do you believe a town manager should play in promoting environmental sustainability?**

Interviewers ask this question to gauge your understanding of sustainable development and your awareness of the importance of environmental conservation. They want to know if you, as a town manager, will prioritize green initiatives and implement policies or programs that support eco-friendly practices, ultimately contributing to a better quality of life for the community.

**Example:** *"As a town manager, I believe it's essential to take an active role in promoting environmental sustainability. This involves setting the tone for sustainable practices within the local government and collaborating with various stakeholders to develop and implement eco-friendly policies and initiatives.*

*One way to achieve this is by working closely with relevant departments,*

*such as planning, public works, and parks and recreation, to ensure that new projects and developments incorporate sustainable design principles.*

Item h.

*Additionally, engaging with community members and local businesses can help identify opportunities for improvement and foster a sense of shared responsibility towards protecting the environment.*

*Furthermore, a town manager should advocate for environmentally responsible budget allocations and seek external funding sources, such as grants, to support green initiatives. Ultimately, by leading through example and fostering collaboration, a town manager can significantly contribute to creating a more sustainable and resilient community.”*

**11. Describe a situation where you had to make a difficult decision that was unpopular but necessary for the town’s best interest.**

As a town manager, you will be responsible for making decisions that impact the community as a whole. Sometimes, these decisions may not be popular among residents, but they are necessary for the greater good. By asking this question, interviewers want to assess your ability to make tough choices, stand by them, and communicate the reasoning behind them to the community. This showcases your leadership, problem-solving, and communication skills, which are essential for a successful town manager.

**Example:** *“As a town manager, I once faced a situation where our community center was in dire need of renovation. The building had become outdated and unsafe for use, but the cost of repairs would require raising property taxes slightly to cover expenses. Many residents were opposed to any tax increase, which made this decision quite challenging.*

*After conducting thorough research and consulting with experts, it became clear that renovating the community center was essential for the safety and well-being of our residents. To address concerns about the tax increase, I organized several town hall meetings to present the facts, discuss alternative solutions, and gather feedback from the community. This open*

*dialogue allowed us to find common ground and develop a plan that balanced fiscal responsibility with the needs of the town.*

*Although the decision to raise taxes was unpopular, it ultimately led to a safer and more functional community center that benefited all residents. Through transparent communication and collaboration, we were able to make a difficult yet necessary choice for the long-term best interest of the town."*

## **12. How do you manage relationships with neighboring towns or cities?**

As a town manager, your ability to cultivate positive relationships with neighboring municipalities is an essential part of promoting shared interests, resources, and collaborative projects. By asking this question, interviewers want to gauge your diplomatic skills, your understanding of regional dynamics, and your ability to foster partnerships that can benefit your town or city in the long run.

**Example:** *"Establishing and maintaining strong relationships with neighboring towns or cities is essential for effective collaboration on shared projects, resources, and regional planning. To manage these relationships, I prioritize open communication and regular meetings with my counterparts in nearby municipalities.*

*I make it a point to attend inter-municipal conferences and events where I can network with other town managers and local government officials. This helps me stay informed about their initiatives and challenges while also sharing our own experiences and best practices. Additionally, I schedule periodic meetings with neighboring town managers to discuss ongoing collaborations, potential partnerships, and any issues that may impact both communities.*

*Through this proactive approach, we can work together to address common concerns, share resources when necessary, and develop joint strategies for*

*the betterment of our respective communities. This ultimately leads to stronger regional cooperation and more efficient management of shared interests."*

Item h.

### **13. What experience do you have in negotiating contracts, such as those with labor unions or service providers?**

Negotiating contracts is a critical skill for a town manager, who often needs to strike a balance between satisfying various stakeholder groups, such as employees, taxpayers, and service providers, and managing the town's budget effectively. Interviewers ask this question to gauge your experience and ability to navigate complex negotiations, ensuring you can secure the best possible outcomes for the town and its residents.

**Example:** *"During my tenure as an assistant town manager, I was actively involved in negotiating contracts with various service providers and labor unions. One notable example is when our municipality needed to renew its waste management contract. I led the negotiation process by first conducting thorough research on industry standards, pricing, and available vendors. This allowed me to develop a comprehensive understanding of what we should expect from potential service providers.*

*Armed with this knowledge, I engaged in negotiations with multiple waste management companies, focusing on securing favorable terms for our town while maintaining high-quality services. Through effective communication and strategic bargaining, I successfully negotiated a new contract that resulted in cost savings for the municipality without compromising service quality. Similarly, I have participated in labor union negotiations, where I worked closely with legal counsel and HR representatives to ensure fair agreements were reached that aligned with both employee needs and budgetary constraints. These experiences have honed my skills in contract negotiation and demonstrated my ability to balance competing interests while achieving positive outcomes for all parties involved."*

## 14. Can you provide an example of a successful collaboration with another municipality or organization?

Item h.

Collaboration and partnership play a critical role in managing a town effectively, as it often involves working with neighboring municipalities, regional organizations, and various stakeholders. By asking for an example of a successful collaboration, interviewers aim to gauge your ability to build relationships, navigate complex issues, and find mutually beneficial solutions that improve the overall well-being of the community.

**Example:** *“Certainly, in my previous role as a town manager, we faced budget constraints that limited our ability to maintain and improve local parks. To address this issue, I initiated a collaboration with the neighboring municipality and a local non-profit organization focused on environmental conservation.*

*We jointly developed a plan to pool resources and share responsibilities for park maintenance and improvement projects across both towns. This included creating a joint task force comprising staff from each municipality and volunteers from the non-profit organization. We also established clear communication channels and held regular meetings to ensure all parties were aligned and informed about ongoing activities.*

*This collaborative effort not only resulted in cost savings for both municipalities but also led to improved park conditions and increased community engagement. The success of this partnership demonstrated the value of working together to achieve common goals and fostered stronger relationships between our communities.”*

## 15. How do you ensure transparency and accountability in town operations?

Transparency and accountability are integral to maintaining trust and credibility in local government. As a town manager, you’ll be tasked with

managing public resources, making decisions that impact the community, and overseeing the town's various departments. Interviewers want to ensure that you have a clear understanding of the importance of openness and accountability in your role and that you have strategies in place to promote these values throughout the town's operations. Item h.

**Example:** *“Transparency and accountability are essential for building trust between the town administration and its residents. To ensure transparency, I prioritize open communication channels by regularly sharing updates on ongoing projects, budget allocations, and policy changes through various platforms such as town meetings, social media, and our official website. This allows residents to stay informed about decisions that affect their community.*

*To promote accountability, I establish clear performance metrics for each department and set expectations for regular progress reporting. Additionally, I encourage an environment of collaboration and feedback among departments, which helps identify areas for improvement and fosters a culture of continuous learning. Implementing these practices not only strengthens the relationship between the town administration and its constituents but also contributes to more efficient and effective operations in serving the community.”*

## **16. What steps would you take to address a sudden budget shortfall?**

This question is meant to gauge your understanding of fiscal management, problem-solving skills, and ability to adapt to unforeseen circumstances. As a town manager, you are responsible for overseeing the community's financial health and ensuring that resources are allocated efficiently. By asking about your approach to a sudden budget shortfall, interviewers want to know if you can develop effective strategies to overcome financial challenges and maintain the town's stability.

**Example:** *“Upon discovering a sudden budget shortfall, my first step would*

*be to conduct a thorough analysis of the financial situation to identify the root cause and determine the extent of the shortfall. This would involve reviewing revenue projections, expenditures, and any recent changes in funding or unexpected expenses.*

Item h.

*Once I have a clear understanding of the issue, I would prioritize essential services and programs that directly impact the well-being and safety of the community. Then, I would work closely with department heads to identify areas where we can temporarily reduce spending without compromising critical services. This may include postponing non-essential projects, implementing hiring freezes, or finding cost-saving measures within each department.*

*Simultaneously, I would explore alternative sources of revenue, such as grants, partnerships, or reallocating funds from less urgent initiatives. Finally, I would communicate transparently with the town council and residents about the situation, our proposed solutions, and any potential impacts on services. Involving stakeholders in the decision-making process helps build trust and ensures that everyone understands the rationale behind the actions taken to address the budget shortfall.”*

## **17. Describe your experience in emergency management and disaster preparedness.**

Town managers play a key role in ensuring the safety and well-being of the community they oversee. Interviewers ask this question to gauge your experience and ability to plan for, respond to, and recover from various emergencies and disasters. Your answer will demonstrate your understanding of risk assessment, coordination with emergency services, and the development of contingency plans to safeguard residents and property during critical situations.

**Example:** *“During my tenure as a town manager, I have gained extensive experience in emergency management and disaster preparedness. One*

*notable example was when our town faced the threat of severe flooding due to heavy rainfall. In anticipation of this event, I collaborated with local emergency services, public works, and other relevant departments to develop a comprehensive response plan.*

Item h.

*This plan included identifying potential evacuation routes, setting up temporary shelters, coordinating with neighboring towns for additional resources, and establishing clear lines of communication among all involved parties. We also conducted public awareness campaigns to inform residents about the situation and necessary safety measures. As a result, our town was well-prepared for the flood, minimizing property damage and ensuring the safety of our citizens. This experience has reinforced the importance of proactive planning and effective collaboration in managing emergencies and maintaining community resilience.”*

## **18. How do you balance the needs of various stakeholders, such as residents, business owners, and visitors?**

Balancing the needs of diverse stakeholders is a vital skill for a town manager. Interviewers ask this question to gauge your ability to navigate competing interests and make decisions that benefit the community as a whole. Your response will demonstrate your understanding of the complexities involved in managing a town and your ability to find creative solutions to satisfy various groups while maintaining the overall vision and goals of the community.

**Example:** *“Balancing the needs of various stakeholders is a critical aspect of being an effective town manager. To achieve this balance, I prioritize open communication and active listening to understand each group’s concerns and expectations.*

*I engage with residents through community meetings, surveys, and social media platforms to gather their input on issues affecting their daily lives. For business owners, I maintain regular contact by attending local chamber of*



commerce events and organizing roundtable discussions to address their challenges and opportunities for growth. As for visitors, I collaborate with Item h. tourism boards and analyze visitor feedback to ensure that our town remains attractive and welcoming to tourists.

*Once I have gathered insights from all stakeholder groups, I work closely with my team and other relevant departments to develop strategies and policies that consider everyone's interests. This collaborative approach allows us to create solutions that benefit the entire community while fostering a sense of unity and shared responsibility among its members."*

## **19. What role does technology play in modern town management, and how do you plan to leverage it?**

Technology has become an essential part of managing a town effectively, and interviewers want to know if you're capable of embracing and utilizing it to improve operations. They're looking for insights into how you plan to leverage technology to streamline processes, increase efficiency, and enhance communication with the community. Your answer should demonstrate your understanding of the latest technological advancements and how they can be applied to make the town run more smoothly and better serve its residents.

**Example:** *"Technology plays a significant role in modern town management, as it streamlines processes, enhances communication, and improves overall efficiency. As a Town Manager, I plan to leverage technology by implementing innovative solutions that address the needs of our community.*

*One way to do this is by upgrading our existing infrastructure with smart city technologies, such as intelligent traffic systems, energy-efficient street lighting, and waste management solutions. These upgrades not only improve the quality of life for residents but also contribute to long-term sustainability goals.*

*Another area where technology can be leveraged is in enhancing communication between the local government and citizens. Implementing digital platforms for public engagement, like online forums or mobile apps, allows residents to easily access information, report issues, and provide feedback on proposed projects. This fosters transparency and encourages active participation from the community in decision-making processes. Ultimately, embracing technology in town management will lead to more efficient operations and better services for our residents.”*

Item h.

## **20. How do you promote diversity and inclusion within the town workforce and community at large?**

Fostering diversity and inclusion is essential for any public servant—especially for those in leadership positions like town managers. Your approach to promoting these values speaks volumes about your leadership style and your ability to create a welcoming, supportive environment for the entire community. Interviewers want to ensure that you have the skills and dedication needed to advocate for underrepresented groups and foster a sense of belonging for everyone within the town’s workforce and the broader community.

**Example:** *“Promoting diversity and inclusion within the town workforce starts with implementing fair recruitment practices that focus on attracting a diverse pool of candidates. This includes advertising job openings in various channels, using inclusive language in job descriptions, and providing unconscious bias training for hiring managers. Additionally, I would ensure that our workplace policies are supportive of all employees, offering flexibility and accommodations when needed.*

*For the community at large, fostering an inclusive environment involves engaging with different cultural, religious, and social groups to understand their needs and concerns. Organizing events that celebrate the unique aspects of each group can help build bridges between them and promote understanding. Collaborating with local schools, businesses, and*

*organizations to create educational programs and initiatives that raise awareness about diversity and inclusion is also essential. These efforts contribute to creating a welcoming atmosphere where everyone feels valued and respected, ultimately benefiting the entire community."*

Item h.

## **21. What is your approach to employee performance evaluations and professional development opportunities?**

As a town manager, you'll be responsible for overseeing the performance and development of various employees, from office staff to public works crews. Interviewers want to understand your approach to evaluating performance, providing feedback, and fostering growth to ensure that the town's workforce is efficient, effective, and continuously improving. Your answer will give them insight into your leadership style and your ability to support and develop the people who work under your supervision.

**Example:** *"My approach to employee performance evaluations is centered around open communication, goal-setting, and continuous improvement. I believe in conducting regular check-ins with employees throughout the year, rather than relying solely on annual reviews. This allows for real-time feedback, addressing any concerns or issues promptly, and celebrating successes as they occur.*

*For professional development opportunities, I actively encourage employees to identify their interests and areas where they would like to grow. I work closely with them to create personalized development plans that align with both their career aspirations and the organization's objectives. This may include attending workshops, conferences, or pursuing relevant certifications. Additionally, I promote knowledge-sharing within the team by organizing internal training sessions and encouraging cross-functional collaboration. This holistic approach ensures that employees feel supported in their growth while also contributing to the overall success of the town."*

## **22. Describe a time when you had to navigate a complex political**

## **situation while serving in a leadership role.**

Item h.

Navigating the complexities of political situations is a key aspect of being a successful town manager. You will be expected to work with various stakeholders, including elected officials, department heads, and community members, while managing the interests and expectations of diverse groups. This question aims to assess your ability to demonstrate diplomacy, tact, and effective communication skills when facing challenging situations, and how you can maintain positive working relationships with all involved parties.

**Example:** *“During my tenure as a town manager, I faced a complex political situation involving the allocation of funds for infrastructure improvements. The town council was divided on whether to prioritize road repairs or invest in upgrading public parks and recreational facilities. Both projects had strong support from different segments of the community, making it challenging to reach a consensus.*

*To navigate this situation, I first gathered comprehensive data on the current state of our roads and parks, including maintenance costs, safety concerns, and usage statistics. Then, I organized a series of town hall meetings where residents could voice their opinions and ask questions about both projects. This allowed me to gauge public sentiment and gather additional input that might not have been considered by the council members.*

*Armed with this information, I presented a detailed report to the council outlining the pros and cons of each project, along with potential funding sources and timelines. After much deliberation, we were able to develop a compromise solution that involved allocating funds for critical road repairs while also securing grants for park improvements. This approach satisfied both factions within the council and demonstrated my ability to balance competing interests while serving the best interests of the community.”*

**23. How do you handle public relations and media inquiries related to town affairs?**

Navigating public relations and media inquiries is an essential skill for a town manager, as they act as the face of the local government. Showcasing your ability to handle these situations demonstrates your competence in managing the town's reputation, addressing concerns, and maintaining transparency with the community. Interviewers want to ensure you can effectively communicate information and foster positive relationships with the media and the public.

Item h.

**Example:** *"As a town manager, it's essential to maintain open and transparent communication with the public and media. When handling public relations and media inquiries, I prioritize responsiveness and accuracy. If I receive a media inquiry, I first gather all relevant information from appropriate departments or staff members to ensure that my response is well-informed and accurate.*

*Once I have the necessary information, I craft a clear and concise statement addressing the inquiry while keeping in mind the need for transparency and maintaining a positive image of the town. Additionally, I make myself available for follow-up questions or interviews if needed, as this demonstrates our commitment to openness and fosters trust between the town administration and the community. This approach has proven effective in managing public relations and ensuring that the town's affairs are communicated accurately and professionally."*

## **24. What strategies would you use to address issues of affordable housing in the community?**

Local government leaders, like town managers, play a critical role in addressing the needs of their constituents. Affordable housing is a pressing concern for many communities, and your ability to devise effective strategies to tackle this issue demonstrates your understanding of local dynamics, your commitment to the well-being of residents, and your ability to collaborate with various stakeholders to achieve tangible results.

**Example:** *"To address affordable housing issues, I would first conduct a comprehensive analysis of the current housing situation in the community. This would involve gathering data on demographics, income levels, and existing housing stock to identify gaps and areas of need.*

Item h.

*Based on this analysis, I would develop a multi-faceted strategy that includes collaboration with local stakeholders such as developers, non-profit organizations, and government agencies. One approach could be incentivizing developers to include affordable units in new projects through tax breaks or density bonuses. Additionally, exploring partnerships with non-profits focused on affordable housing can help leverage their expertise and resources for the benefit of the community.*

*Another aspect of the strategy would be advocating for policy changes at the local and state level to support affordable housing initiatives. This might involve revising zoning regulations to allow for higher-density development or promoting policies that encourage the preservation and rehabilitation of existing affordable housing stock. Through these combined efforts, we can work towards creating a more inclusive and diverse community where everyone has access to safe and affordable housing options."*

## **25. Can you provide an example of a time when you successfully resolved a conflict between two or more parties?**

Conflict resolution is an essential skill for a town manager, as you'll often find yourself in situations where you need to balance competing interests and navigate disputes among community members, local businesses, and government officials. Proving you can successfully manage these conflicts will demonstrate your ability to maintain harmony within the community and ensure that everyone's voice is heard, ultimately contributing to the town's overall growth and success.

**Example:** *"As a town manager, I once faced a situation where local business owners and residents were in conflict over parking regulations. The business*

owners wanted more short-term parking spaces to accommodate their customers, while the residents were concerned about losing long-term parking options near their homes.

*To address this issue, I organized a public meeting with representatives from both parties, as well as traffic engineers and city planners. We discussed the concerns of each group and explored potential solutions that could satisfy everyone's needs. After analyzing various alternatives, we agreed on a plan to reconfigure the existing parking layout by creating additional short-term spaces for businesses without significantly reducing long-term parking availability for residents.*

*The key to resolving this conflict was open communication, active listening, and involving all stakeholders in the decision-making process. This collaborative approach not only led to a satisfactory solution but also fostered a sense of community and mutual understanding among the involved parties."*

## **26. Describe your experience with grant writing and securing funding for municipal projects.**

Securing funding is a critical aspect of a town manager's role, as it directly impacts the community's ability to implement projects and improve infrastructure. By asking this question, interviewers want to gauge your experience and success in grant writing and fundraising, as well as your ability to navigate the complex process of securing funds for municipal projects. Your answer can reveal your resourcefulness, strategic thinking, and commitment to the community's progress.

**Example:** *"During my tenure as an assistant town manager, I was actively involved in grant writing and securing funding for various municipal projects. One notable example is when our town needed to upgrade its wastewater treatment facility. I took the lead on researching potential grants and identified a state-level program that provided funds specifically for such*

infrastructure improvements.

Item h.

*I collaborated with our engineering department to gather all necessary data and documentation required for the application process. Together, we developed a compelling proposal outlining the project's importance, environmental benefits, and long-term cost savings for the community. Our efforts paid off, and we secured substantial funding for the project, which allowed us to complete the upgrades without burdening local taxpayers. This experience not only honed my grant writing skills but also demonstrated the value of cross-departmental collaboration in achieving common goals for the betterment of our town."*

## **27. How do you ensure that town services are accessible and responsive to all residents, including those with disabilities or language barriers?**

In a role like Town Manager, it's essential to demonstrate that you can lead a team to create an inclusive environment for all residents. Interviewers want to see that you have the ability to identify potential barriers and work proactively to eliminate them. This question also highlights the importance of collaboration, as you may need to coordinate with different departments and organizations to ensure accessibility and responsiveness for everyone. Your answer should showcase your commitment to inclusivity and your ability to devise creative solutions to meet diverse community needs.

**Example:** *"To ensure that town services are accessible and responsive to all residents, including those with disabilities or language barriers, I would first conduct a thorough assessment of the current state of accessibility in our community. This would involve collaborating with various departments, such as public works, parks and recreation, and social services, to identify any gaps or areas for improvement.*

*Once we have a clear understanding of the existing challenges, I would work on developing targeted strategies to address them. For instance, we could*



*implement ADA-compliant infrastructure upgrades, provide sign language interpreters at public meetings, and offer multilingual resources and support for non-English speaking residents. Additionally, it's essential to establish strong communication channels between the town administration and diverse community groups, ensuring their voices are heard and their needs are considered when making decisions.*

Item h.

*Regularly monitoring and evaluating the effectiveness of these initiatives is also vital. We can gather feedback from residents through surveys, focus groups, and community meetings to continuously improve our efforts in making town services more accessible and inclusive for everyone."*

## **28. What is your approach to managing land use and zoning issues within the town?**

Navigating land use and zoning issues is a key responsibility for a town manager, and your approach to handling these matters directly impacts the community's growth, development, and overall quality of life. Interviewers want to gauge your understanding of planning, zoning laws, and regulations, as well as your ability to balance the needs of various stakeholders, such as residents, businesses, and local government agencies, while making decisions that align with the town's best interests.

**Example:** *"My approach to managing land use and zoning issues involves a balance between the needs of the community, economic development, and environmental sustainability. First, I prioritize engaging with various stakeholders, including residents, business owners, developers, and local government officials, to gather input and understand their perspectives on land use and zoning matters.*

*Once I have a comprehensive understanding of the different viewpoints, I work closely with the town's planning department to review existing policies and regulations, ensuring they align with our long-term vision for sustainable growth. This includes considering factors such as housing affordability,*

*transportation infrastructure, green spaces, and commercial development opportunities.*

Item h.

*Throughout this process, transparency and open communication are key. I make sure to keep all parties informed about any proposed changes or developments and provide opportunities for public feedback. This collaborative approach ensures that land use and zoning decisions reflect the best interests of the entire community while promoting responsible growth and development."*

## **29. How do you stay current on best practices and trends in local government management?**

As a town manager, you're responsible for implementing efficient and effective strategies to improve the well-being of the community you serve. Staying up-to-date on best practices and trends demonstrates your commitment to continuous learning and innovation within local government management. Interviewers ask this question to gauge your proactivity in seeking knowledge and staying informed, ultimately ensuring the town's growth and progress align with the ever-evolving landscape of local governance.

**Example:** *"To stay current on best practices and trends in local government management, I actively participate in professional associations such as the International City/County Management Association (ICMA) and attend their conferences and workshops. These events provide valuable opportunities to network with other professionals, learn about new developments, and share experiences.*

*Furthermore, I subscribe to industry publications and newsletters that focus on local government issues, which helps me keep up-to-date with emerging trends and innovative solutions being implemented by other municipalities. Additionally, I engage in online forums and discussion groups where town managers and local government officials exchange ideas and discuss*

*challenges they face in their roles. This continuous learning approach allows me to bring fresh perspectives and effective strategies to my work as a town manager."*

Item h.

### **30. Why do you believe you are the right candidate for this Town Manager position?**

Hiring committees want to ensure that their town manager not only has the necessary skills and experience but also has the right mindset and motivation to effectively lead the community. By asking this question, they are looking for a candidate who can articulate their vision, values, and commitment to the town's welfare, as well as demonstrate how their background aligns with the town's needs and goals.

**Example:** *"With my extensive experience in local government and a strong background in public administration, I believe I am well-equipped to excel as the Town Manager. My previous roles have allowed me to develop expertise in budgeting, strategic planning, and community engagement, which are essential for managing a town effectively.*

*Furthermore, my track record of successfully implementing projects and collaborating with various stakeholders demonstrates my ability to navigate complex situations and build consensus among diverse groups. This skill set will enable me to address the unique challenges faced by the town while fostering an environment of transparency and open communication between the local government and its residents."*

**From:** Kent Myers <[kent@clearcareerpro.com](mailto:kent@clearcareerpro.com)>

This serves to provide an update on the status of the recruitment process for the new City Manager in the City of Morgan's Point Resort. Please share this report with the other members of the City Council as well as City staff and interested citizens.

Following the recent Council approval of the job profile for the City Manager position, Clear Career Professionals (CLEAR) started our marketing efforts. In addition to contacting applicants for previous city management positions. Clear has placed advertisements with both the Texas Municipal League and the Texas City Management Association. We have also marketed the position on social media sites including LinkedIn. Over the past 10 days we have received 19 applications for this position. Upon an initial review it appears that 9 of the applicants have some city administrative experience. We have not received any internal applicants to date. With three weeks remaining in the application period, I anticipate that our final number of applicants will be 30-40 which will be an excellent response.

Following the application closing date, CLEAR staff will review the resumes and cover letters. This review process normally results in selections of 6-8 applicants who appear to be the best match for the position. We then conduct telephone interviews with these semi-finalists with a goal of identifying 3 or 4 applicants who we will recommend to the City Council. A packet of information on each of these recommended finalists will then be provided to the City including the resumes, cover letters, background checks and copies of all video interviews. Upon Council's review of this packet, you have the opportunity to select different finalists for the position if you so choose.

Following Council's approval of the finalists, we will then release their names and schedule the interview process with the City Council. The Council interviews are normally held in Executive Session and usually last about an hour for each interview. We will prepare you a listing of sample questions. However, we encourage you to prepare your own questions which deal with specific topics that concern you. The interview process usually involves meetings with key City employees either as a group or one-on-one. It also includes a tour of the community conducted by one of the management employees. And, if you so desire, we can schedule a public meeting for each candidate to introduce themselves and respond to questions from the public. I will need guidance from the City Council on whether you want to include all of these elements in the interview process.

Finally, we need to proceed with identifying the date for the interviews. When we last spoke, I understood that you wanted to include all of the interviews on one day. I have found that this is manageable with up to four finalists. I suggest that you consider April 2, 3 or 9 for these interviews. April 2 and 3 have the advantage of not being the week of the eclipse. However, CLEAR will not be able to interview the semi-finalists and provide the City Council packets of information on the recommended finalists until March 27. We would need to know the City Council's position on these finalists by no later than Friday, March 29 in order to schedule the

interviews the following week. The April 9 date would provide additional time for the Council to review the packet of information and approve your finalists. However, April 9 is the day after the eclipse so there may be some carryover issues from this event.

In any case, please discuss these dates and the other information included in this report and let me know if you have any questions, comments or direction that you can provide. The process thus far is going very well and I appreciate your support and involvement.

Kent Myers

Clear Career Professionals LLC



# City Council Agenda Item Form

Date Submitted: 2/27/2024  
Agenda Date Requested: 3/12/2024

**Agenda Item Title:** 6i.  
Discuss and Consider  
Closing City Offices on April 8, 2024  
**Funds Required:** N/A  
**Funds Available:** N/A

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Agenda Item Summary:**

This is a discussion and action item to authorize the closing of city offices on April 8, 2024  
(day of the solar eclipse). If approved, this would allow staff to remain home, as recommended by  
the Bell County Judge. At this time, Belton and Temple ISDs have planned to close as well as  
Bell County Offices.

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### City Council Agenda Item Form

**Date Submitted:** 2/27/2024  
**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6j.  
Discuss and Consider  
Community Plan for 2024 Solar Eclipse  
**Funds Required:** N/A  
**Funds Available:** N/A

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

**Agenda Item Summary:**  
This is a discussion and action item for the council to receive an update on the plan for the 2024  
Total Solar Eclipse, and take any action necessary.  
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**TO:** CITY OF MORGAN’S POINT RESORT MAYOR AND COUNCIL

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

**SUBJECT:** SOLAR ECLIPSE UPDATE

**DATE:** 2/27/2024

**CC:** FILE

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When I originally started serving in the capacity of Interim City Manager, I had communications with both the fire and police chief on solar eclipse plans for the city. Since that time, some of the information we originally received from TDEM, Bell County, and other partners has changed, and as such, we have had additional conversations. On February 27, 2024, I met with the Police and Fire Chiefs, 2 of their staff, a representative from Texas Parks and Wildlife, the CFO/ ACM, and Councilmember Snyder to discuss planning for the 2024 Solar Eclipse. During the discussion there were many options discussed for how the city should prepare for the 2024 Solar Eclipse, below are the recommendations I am sending forward for the council to act on.

At this time, I am recommending that we keep all parks open during regular hours and close them as we normally would. I am also recommending we close the lower area of the marina on April 8, 2024 (day of the eclipse), so that emergency personnel can use this as a staging and/ or treatment area, or for any other purpose that may be necessary as identified by emergency personnel.

City emergency response departments have bolstered their staffing levels for this event, and we anticipate there may be a need to house city staff, as well as staff from other entities at our public safety center for the duration of the event. Should this be the case, we do have enough sleeping accommodations for 10 staff, which should cover the need for city staff, and any other agency that need to house their staff would be asked to provide something for them to sleep on such as a cot or an air mattress.

The city currently has two MULES/ Multi-Purpose vehicles that will initially be staged at the fire department for use should traffic necessitate the use of these to get around so responders can provide medical assistance if needed. If it is determined that one of the MULES needs to be staged at another location, public safety staff will make that determination when the need arises.

Following this event, I plan on scheduling an after-action review to discuss the event and determine where improvements can possibly be made for future events.

If you have any questions, please don’t hesitate to contact me.

Thanks

Uryan





# City Council Agenda Item Form

**Date Submitted:** 2/27/2024  
**Agenda Date Requested:** 3/12/2024

**Agenda Item Title:** 6k.  
Discuss and Consider  
FY 2024 City Council Strategic Workplan  
**Funds Required:** N/A  
**Funds Available:** N/A

**Council Action Requested:**

- Ordinance
- Resolution
- Motion
- Discussion

**Agenda Item Summary:**

This is a discussion and action item for the council to receive an update on the FY2024 Strategic Workplan and take any action that may be necessary.

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# 2024 Strategic Work Plan

## Introduction

On December 18, 2023, the city council of Morgan's Point Resort gathered at the Central Texas Council of Government's Office to create a 2024 Strategic Work Plan based on the existing 2022-2023 Strategic Work Plan and a planning workshop with department heads held in June 2023.

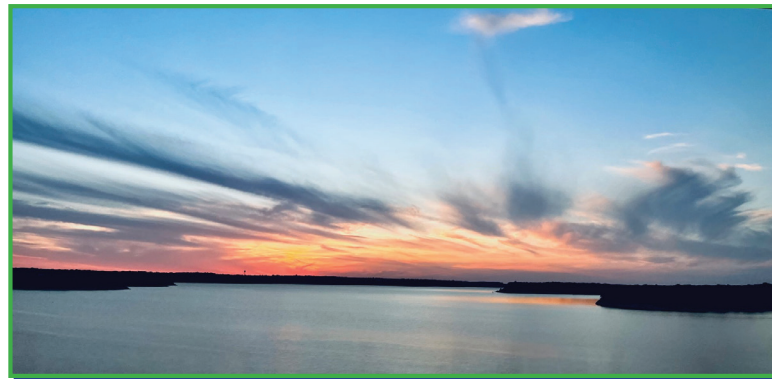
Alysia A. Cook, PCED, IOM with Opportunity Strategies LLC facilitated the planning session. The following are the results of that council planning workshop.

## Mission Statement

To provide charming lakeside living that embodies our blend of nature and opportunity with commitment to community, service, and integrity.

## Vision Statement

The City of Morgan's Point Resort is a welcoming and vibrant community that preserves its natural charm and embraces sustainable development.



## SWOT Analysis

The SWOT Analysis was developed at the Summer 2023 planning session and engaged the participants to brainstorm and list the strengths and weaknesses of Morgan's Point Resort, as well as the current and/or potential opportunities and threats facing the community. The results were as follows:

### Strengths

- Safety (Fire, Police)
- Services and amenities
- Small-town environment
- Event Center and Community Pool
- Nature-focus
- Location/lakefront
- Innovation
- Community involvement
- Green spaces/wildlife
- Volunteers - willing, able, ambitious
- Marina
- Improving regional partnerships
- Staff - tenured, multi-talented
- Workshops

### Weaknesses

- Continuity in planning and execution
- Poor integration of technology between departments
- Unified use of volunteers
- Overreliance on volunteers
- Internal and external communication
- Listening
- Education
- Managing expectations
- Lack of town halls and workshops
- Two-way communication
- Follow-through
- Reactionary/lack of long-term planning
- Under-supported code compliance
- Lack of accountability for violations
- Resistance to change
- Audits
- Dense wildlife population

## Opportunities

- Four-corners commercial area
- Land acquisition
- Park improvements
- Tennis court/disc golf/splash pad
- Marina
- Grants
- Community outreach/engagement
- Events and food trucks
- Multi-purpose building/City Hall
- City/Team/Council cohesiveness
- Signage at City Hall
- Sales tax revenue from online sales
- Temple Master Plan
- Comprehensive Plan
- Nature-based green spaces
- Branding the City
- Event Center and Community Pool

## Threats

- Adequate workforce/retention
- Revenue diversification
- Economic recession
- Natural/manmade disasters
- Proximity to military base - possibility of attack and/or Federal regulations
- Compacency
- Stagnation
- Workforce competition with bigger cities nearby that can offer more
- Cities around us growing
- Politics





# 2024 Strategic Work Plan

## Our Mission:

To provide charming lakeside living that embodies our blend of nature and opportunity with commitment to community, service, and integrity.

## Our Vision:

The City of Morgan's Point Resort is a welcoming and vibrant community that preserves its natural charm and embraces sustainable development.

## Goals:

1

Financial Integrity  
& Accountability

2

Roads &  
Infrastructure

3

Communication &  
Transparency

4

Enhanced Safety  
& Emergency  
Preparedness

## Core Values of Morgan's Point Resort:

### RESORT

- Respectful
- Ethical
- Service-Oriented
- Objective
- Resident-Focused
- Transparent

## 2024 Goals

### 1. Financial Integrity and Accountability

*To foster financial integrity, transparency, and accountability.*

### 2. Roads & Infrastructure

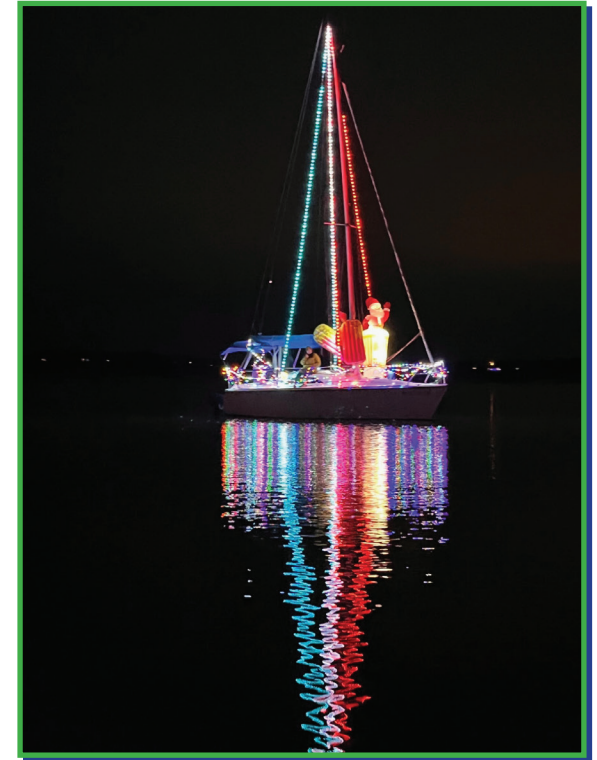
*To ensure the sustainable maintenance, repair and improvement of roads and other infrastructure.*

### 3. Communication and Transparency

*To build public trust by enhancing open communication channels.*

### 4. Enhanced Safety and Emergency Preparedness

*To adopt and fund relevant safety and emergency preparedness plans.*





## Goal 1: Financial Integrity & Accountability

*To foster financial integrity, transparency, and accountability.*



Strategies & Action Steps	Metric/KPI
1.1 Complete the audits and publish audited financial statements:	
1.1.1 Determine strategy to address FY19 and FY20 audits	<input type="checkbox"/>
1.1.2 FY 20-21 by March city council meeting on March 12, 2024	<input type="checkbox"/>
1.1.3 FY 21-22 by July 9, 2024	<input type="checkbox"/>
1.1.4 FY 22-23 by September 10, 2024	<input type="checkbox"/>
1.2 All balance sheet account reconciliations done monthly-especially cash and receivables by January 31, 2024	<input type="checkbox"/>
1.3 Collection of outstanding citations - develop plan and implement	<input type="checkbox"/>
1.4 Create monthly financial reporting to city council which provides meaningful financial highlights and summaries	<input type="checkbox"/>
1.5 Develop a fixed assets plan & Capital Improvement Plan	<input type="checkbox"/>
1.6 Annual review of water, sewer, marina rates, court fees/costs, and all other city-set rates	<input type="checkbox"/>
1.7 Municipal Judge to present semi-annually to city council on disposition of court cases	<input type="checkbox"/>
1.8 Develop PowerPoint summary for the public for 2023-2024 budget by April 1, 2024	<input type="checkbox"/>
1.9 Evaluate a tax rate exemption and/or freeze for 65+ aged citizens	<input type="checkbox"/>





## Goal 2: Roads & Infrastructure

*To ensure the sustainable maintenance, repair and improvement of roads and other infrastructure.*



Strategies & Action Steps	Metric/KPI
2.1 Inventory and review all existing studies and assessments and post online	<input type="checkbox"/>
2.2 Conduct a Road Study then develop a plan for maintenance and repair of roads and prioritization. Finish the Road Study by December 2024.	<input type="checkbox"/>
2.3 Begin monthly reporting on which roads have been repaired or maintained and other activities of the Maintenance Department by February 2024	<input type="checkbox"/>
2.4 Establish reporting to residents – published - on priority of planned road repairs and maintenance	<input type="checkbox"/>
2.5 Review and evaluate the proposed master plan for the City of Temple - Morgan's Point Resort -"The Pit, "The Four Corners" and SH 317/FM 2483 when completed to determine next steps.	<input type="checkbox"/>
2.6 Consider the Temple/MPR Master Plan in conjunction with the Safe Routes to School grant, e.g., it might make sense to drop in sewer lines to connect with Temple sewer as we are putting in sidewalks.	<input type="checkbox"/>
2.7 Evaluate the functionality and reliability of the wastewater treatment facility and lift station	<input type="checkbox"/>
2.8 Review and approve our new Comprehensive Plan—incorporate into departmental plans, operational goals, and strategic work plans.	<input type="checkbox"/>
2.9 Parks and Recreation:	
2.9.1 Create committee, committee charge/expectations and add strong volunteer leaders	<input type="checkbox"/>
2.9.2 Document their purpose and processes	<input type="checkbox"/>
2.9.3 Update the current Parks Master Plan	<input type="checkbox"/>
2.9.4 Set aside monies for improvements in the 2025 budget based on plan and availability of funds	<input type="checkbox"/>
2.9.5 Initiate meeting with Corps of Engineers to discuss future of the Lake – determine specific objectives for this meeting—what to discuss? lake levels? Long-term lease or other use rights? Rogers Park? Other thoughts?	<input type="checkbox"/>



## Goal 3: Communication & Transparency

*To build public trust by enhancing open communication channels.*



Strategies & Action Steps	Metric/KPI
3.1 Council to develop and adopt a Communication Plan:	
3.1.1 Evaluate the residential, two-way communication tool-chats, other software or MPR411	<input type="checkbox"/>
3.1.2 Timely responses to all residents' communication—no non-responses	<input type="checkbox"/>
3.1.3 Build or customize a new website or hire a consultant to do so	<input type="checkbox"/>
3.1.4 Ensure all departments have updated, relevant information on the website – add the Communications Department after council approval.	<input type="checkbox"/>
3.1.5 Conduct more frequent surveys using various formats to solicit residents' opinions on specific issues before council (paper baseline is 15%, add digital survey component)	<input type="checkbox"/>
3.1.6 Design new information sheets for website to educate public, such as road projects, cost of current/upcoming projects steps for closing a road for an event, etc.	<input type="checkbox"/>
3.1.7 Develop and distribute a Quarterly Newsletter to all citizens and businesses that includes updates on city projects, economic development efforts, grand openings/ribbon cuttings, grants, signage progress, Master Plan process and progress, events around town, fire safety, emergency safety preparedness, and any other items of interest	<input type="checkbox"/>
3.1.8 Use Code Red in Communications Plan	<input type="checkbox"/>
3.1.9 Host at least one Town Hall Meeting before September 30, 2024.	<input type="checkbox"/>
3.1.10 Investigate improved microphone/audio in council chambers	<input type="checkbox"/>
3.2 Collaborate with Planning & Zoning, Parks & Recreation, and EDC on goal prioritization	<input type="checkbox"/>



## Goal 4: Enhanced Safety & Emergency Preparedness

*To adopt and fund relevant safety and emergency preparedness plans.*



Strategies & Action Steps	Metric/KPI
4.1 Determine ADA needs in community and prioritize for 2025	<input type="checkbox"/>
4.2 Develop and adopt a Hazard Mitigation Plan	<input type="checkbox"/>
4.3 Develop and adopt an Evacuation Plan with our regional communities and BISD	<input type="checkbox"/>
4.4 Develop and adopt an Emergency Action Plan with our regional communities and BISD	<input type="checkbox"/>
4.5 Ensure that councilmembers and appropriate staff receive necessary safety/emergency training	<input type="checkbox"/>
4.6 Develop a preparation plan for the Solar Eclipse including regular updates	<input type="checkbox"/>
4.7 Inform/educate citizens on speeding information such as current speed limits, more speed limit signs, speeding communications campaign, tickets being issued, municipal court enforcement of fines, and investigate successful alternative speed deterrent methods.	<input type="checkbox"/>
4.8 Improve safety signage at dangerous lake spots	<input type="checkbox"/>