



## Town Council Meeting

Monday, February 08, 2021 at 6:00 PM  
102 W. Bailey Street, Ponder, TX 76259

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### NOTICE

THE TOWN COUNCIL FOR THE TOWN OF PONDER, TEXAS, WILL CONVENE IN REGULAR SESSION AT 6:00 P.M. ON FEBRUARY 8, 2021, IN PONDER TOWN HALL, AT 102 W. BAILEY STREET, PONDER.

ONE OR MORE MEMBERS OF THE TOWN COUNCIL MAY PARTICIPATE IN THIS MEETING REMOTELY IN COMPLIANCE WITH THE TEXAS OPEN MEETINGS ACT OR UNDER THE PROVISIONS PROVIDED BY THE GOVERNOR OF TEXAS IN CONJUNCTION WITH THE DECLARATION OF DISASTER ENACTED MARCH 13, 2020.

ANYONE MAY JOIN THE MEETING REMOTELY BY CLICKING THE LINK BELOW OR BY ENTERING THE LINK INTO AN INTERNET BROWSER. IF YOU PLAN TO SPEAK DURING OPEN FORUM, YOU MUST SUBMIT YOUR NAME AND SUBJECT MATTER TO THE TOWN SECRETARY AT SCLEARMAN@PONDERTX.COM NO LATER THAN 2:00 PM ON MONDAY, FEBRUARY 8, 2021.

Meeting ID#: 966 081 0747

Meeting Link:

<https://us02web.zoom.us/j/9660810747?pwd=QVF5RmtoVVZIR0JUSm1NZGs5bHUyQT09>

Password: 100520

### REGULAR SESSION AGENDA

#### CALL TO ORDER

#### ROLL CALL

#### INVOCATION AND PLEDGE OF ALLEGIANCE

**OPEN FORUM FOR CITIZEN INPUT** (Please limit to 5 minutes per person and if you wish to speak on a particular agenda item, please list the agenda item next to your name).

*This is a time for the public to address the Town Council on any subject. However, the Texas Open Meetings Act prohibits the Town Council from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to Town Staff for research and possible future action.*

#### CONSENT AGENDA

- [1.](#) Consider and act on approval of the January 11, 2021 minutes.
- [2.](#) Consider and act on approval of the January 2021 Financial Statement.
- [3.](#) Approval of the January 2021 Police Department call report.

## **ORAL STAFF REPORTS**

## **ITEMS OF BUSINESS**

- [4.](#) Consider and act on approval of Ordinance 21-03, calling for a General Election.
- [5.](#) Consider and act on approval of Ordinance 21-04, amending the current Parking Ordinance.
- [6.](#) Consider and act on approval of Resolution 21-02, grant submittal.
- [7.](#) Consider and act on approval of a final plat for Christian Faith Fellowship Church, subject to resolution of the following conditions:
  - Resolve final engineering concerns listed in the Engineer's review letter dated January 6, 2021, to his satisfaction
  - Town concurrence with Town Engineer's rough proportionality conditions
  - Town concurrence with driveway connection to FM 2449, subject to TXDOT review and approval
  - Developer funding to upgrade park road to a reinforced concrete section
  - Approval of a Special Use Permit

## **ITEMS FOR NEXT AGENDA**

## **ADJOURN**

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code, Section 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development)

## **CERTIFICATION**

**I hereby certify that the above notice was posted on the bulletin board at the Ponder Town Hall at 102 W. Bailey Street, Ponder, Texas on the 5th day of February 2021, at 11:00 a.m.**

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**Sheri Clearman, Town Secretary**

*If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact our office at 940-479-7009. Reasonable accommodations will be made to assist your needs.*

**MINUTES OF THE  
TOWN COUNCIL  
JANUARY 11, 2021**

**CALL TO ORDER**

Mayor Poole called the meeting to order at 6:00 pm.

**ROLL CALL**

Those present were Mayor Pro-Tem Gorman, Council Member Deussen, Council Member Lynch, Council Member Staton, Council Member Couch and Mayor Poole.

**INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG.**

Mayor Poole led both.

**OPEN FORUM**

No one signed up to speak.

**CONSENT AGENDA**

Mayor Pro-Tem Gorman moved to approve the December 14, 2020 minutes and the December 2020 Financial Statement. Motion seconded by Council Member Deussen. Ayes: Mayor Pro-Tem Gorman, Council Member Deussen, Council Member Couch, Council Member Lynch and Council Member Staton. Nays: None. Abstentions: None. Motion passed with 5 ayes, 0 nays and 0 abstentions.

**ORAL STAFF REPORTS**

Sheri Clearman reported that the Library Board will be reviewing applications for Librarian and Library Aide at their next meeting.

Robert Genova reported that the PD made and arrest in the assault case, took 20 reports and responded to over 60 calls in December. He also said that the PD is applying for a grant in February.

Gary Morris reported that the road boar is coming along and that the weather has slowed Clairmont. He also said that the sodding on the ballfields will begin next week.

**ITEMS OF NEW BUSINESS**

- 1 Council Member Lynch moved to appoint Alan Gorman as the Mayor Pro-Tem. Motion seconded by Council Member Staton. Ayes: Council Member Lynch, Council Member Staton, Council Member Deussen and Council Member Couch. Nays: None. Abstentions: Mayor Pro-Tem Gorman. Motion passed with 4 ayes, 0 nays and 1 abstention.
- 2 Mayor Pro-Tem Gorman moved to deny approval of a petition for water service and sanitary sewer service. Motion seconded by Council Member Couch. Ayes: Mayor Pro-Tem Gorman, Council Member Couch, Council Member Deussen, Council Member Lynch and Council Member Staton. Nays: None. Abstentions: None. Motion passed with 5 ayes, 0 nays and 0 abstentions.
- 3 Mayor Pro-Tem Gorman moved to approve Resolution 21.01, suspending the January 23, 2021 effective date of CoServ Gas, LTD’s requested increase.

Motion seconded by Council Member Staton. Ayes: Mayor Pro-Tem Gorman, Council Member Staton, Council Member Couch, Council Member Deussen and Council Member Lynch. Nays: None. Abstentions: None. Motion passed with 5 ayes, 0 nays and 0 abstentions.

**ITEMS FOR THE NEXT AGENDA**

None at this time

**ADJOURN.**

Council Member Staton moved to adjourn at 7:12 pm. Motion seconded by Council Member Couch. Ayes: Council Member Staton, Council Member Couch, Mayor Pro-Tem Gorman, Council Member Lynch and Council Member Deussen. Nays: None. Abstentions: None. Motion passed with 5 ayes, 0 nays and 0 abstentions.

**APPROVED:**

\_\_\_\_\_  
**Matthew Poole, Mayor**

\_\_\_\_\_  
**Date**

**ATTEST:**

\_\_\_\_\_  
**Sheri N. Clearman, Town Secretary**

# Town of Ponder Financial Statement As of January 31, 2021

<b>001 - General Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Not Categorized	23,107.34	150,362.67	(127,255.33)	1,055,281.57	1,977,252.00	53.37%	921,970.43
Revenue Totals	<u>23,107.34</u>	<u>150,362.67</u>	<u>(127,255.33)</u>	<u>1,055,281.57</u>	<u>1,977,252.00</u>	<u>53.37%</u>	<u>921,970.43</u>
<b>Expense Summary</b>							
Not Categorized	397,616.33	143,513.85	254,102.48	2,459,133.88	1,977,252.00	124.37%	(481,881.88)
Expense Totals	<u>397,616.33</u>	<u>143,513.85</u>	<u>254,102.48</u>	<u>2,459,133.88</u>	<u>1,977,252.00</u>	<u>124.37%</u>	<u>(481,881.88)</u>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

001 - General Fund	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Not Categorized</b>							
001-4001 Property tax	15,958.13	64,876.50	(48,918.37)	978,754.56	778,518.00	125.72%	(200,236.56)
001-4002 Sales Tax	0.00	12,949.00	(12,949.00)	34,199.31	155,388.00	22.01%	121,188.69
001-4003 Street Maintenance Tax	4,126.18	3,237.25	888.93	19,211.07	38,847.00	49.45%	19,635.93
001-4004 Franchise Fee	2,497.05	0.00	2,497.05	8,725.13	120,000.00	7.27%	111,274.87
001-4005 Building and Permits	275.00	19,166.67	(18,891.67)	2,245.30	230,000.00	0.98%	227,754.70
001-4007 Unappropriated Contingency	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-4009 Administrative Fees	34.90	41.67	(6.77)	39.23	500.00	7.85%	460.77
001-4014 Interest Income	0.00	0.00	0.00	1,223.52	50,000.00	2.45%	48,776.48
001-4019 EDC Tax	0.00	6,474.50	(6,474.50)	8,554.77	77,694.00	11.01%	69,139.23
001-4020 Citation - Local	0.00	208.33	(208.33)	0.00	2,500.00	0.00%	2,500.00
001-4021 Citation - State	0.00	166.67	(166.67)	0.00	2,000.00	0.00%	2,000.00
001-4022 Municipal Court Building Security	0.00	10.00	(10.00)	21.20	120.00	17.67%	98.80
001-4023 Municipal Technology Fund Fee	0.00	12.50	(12.50)	17.31	150.00	11.54%	132.69
001-4027 Citation Child Safety Fund	0.00	0.00	0.00	0.00	1,900.00	0.00%	1,900.00
001-4033 Inspection Fees	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
001-4034 Engineering Fees	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
001-4038 Debt Service Tax Fund	0.00	41,361.25	(41,361.25)	1,140.26	496,335.00	0.23%	495,194.74
001-4039 Royalties	216.08	125.00	91.08	780.61	1,500.00	52.04%	719.39
001-4043 Contractor Registration	0.00	41.67	(41.67)	75.00	500.00	15.00%	425.00
001-4044 ROW Fees	0.00	12.50	(12.50)	42.08	150.00	28.05%	107.92
001-4047 Code Violation Fees	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
001-4048 Ponder PID No 1 Revenue	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-4050 Local Truancy Prevention-	0.00	8.33	(8.33)	21.65	100.00	21.65%	78.35
001-4051 Municipal Jury Fund	0.00	4.17	(4.17)	0.43	50.00	0.86%	49.57

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Not Categorized</b>							
001-4052 Court Fine Revenue	0.00	0.00	0.00	125.00	0.00	0.00%	(125.00)
001-4053 Court Costs	0.00	0.00	0.00	105.14	0.00	0.00%	(105.14)
001-4054 Time Payment	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-4055 Omnibase Reimbursement Fee	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Not Categorized Totals	<u>23,107.34</u>	<u>150,362.67</u>	<u>(127,255.33)</u>	<u>1,055,281.57</u>	<u>1,977,252.00</u>	<u>53.37%</u>	<u>921,970.43</u>
Revenue Totals	<u><u>23,107.34</u></u>	<u><u>150,362.67</u></u>	<u><u>(127,255.33)</u></u>	<u><u>1,055,281.57</u></u>	<u><u>1,977,252.00</u></u>	<u><u>53.37%</u></u>	<u><u>921,970.43</u></u>



Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>001 - General Fund Municipal Court</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	1,584.39	3,096.29	(1,511.90)	8,461.15	48,055.49	17.61%	39,594.34
<b>Municipal Court Totals</b>	<u>1,584.39</u>	<u>3,096.29</u>	<u>(1,511.90)</u>	<u>8,461.15</u>	<u>48,055.49</u>	<u>17.61%</u>	<u>39,594.34</u>

<b>001 - General Fund Library</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	2,210.09	0.00	2,210.09	11,301.55	34,536.00	32.72%	23,234.45
<b>Library Totals</b>	<u>2,210.09</u>	<u>0.00</u>	<u>2,210.09</u>	<u>11,301.55</u>	<u>34,536.00</u>	<u>32.72%</u>	<u>23,234.45</u>

<b>001 - General Fund Council</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	0.00	0.00	0.00	10,538.71	8,500.00	123.98%	(2,038.71)
<b>Council Totals</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,538.71</u>	<u>8,500.00</u>	<u>123.98%</u>	<u>(2,038.71)</u>

<b>001 - General Fund Administrative</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	348,442.56	91,882.72	256,559.84	2,230,606.24	1,264,642.67	176.38%	(965,963.57)
<b>Administrative Totals</b>	<u>348,442.56</u>	<u>91,882.72</u>	<u>256,559.84</u>	<u>2,230,606.24</u>	<u>1,264,642.67</u>	<u>176.38%</u>	<u>(965,963.57)</u>

<b>001 - General Fund Police Department</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	45,174.91	44,334.36	840.55	195,917.58	571,112.15	34.30%	375,194.57
<b>Police Department Totals</b>	<u>45,174.91</u>	<u>44,334.36</u>	<u>840.55</u>	<u>195,917.58</u>	<u>571,112.15</u>	<u>34.30%</u>	<u>375,194.57</u>

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	204.38	4,200.48	(3,996.10)	2,308.65	50,405.69	4.58%	48,097.04
<b>Public Works Totals</b>	<u>204.38</u>	<u>4,200.48</u>	<u>(3,996.10)</u>	<u>2,308.65</u>	<u>50,405.69</u>	<u>4.58%</u>	<u>48,097.04</u>
<b>Expense Totals</b>	<u><u>397,616.33</u></u>	<u><u>143,513.85</u></u>	<u><u>254,102.48</u></u>	<u><u>2,459,133.88</u></u>	<u><u>1,977,252.00</u></u>	<u><u>124.37%</u></u>	<u><u>(481,881.88)</u></u>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

001 - General Fund Administrative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-01-5101 Salaries	16,806.35	11,521.65	5,284.70	72,914.57	138,259.78	52.74%	65,345.21
001-01-5102 Overtime	0.00	0.00	0.00	0.00	500.00	0.00%	500.00
001-01-5107 Employee Insurance	1,903.14	0.00	1,903.14	8,830.78	36,000.00	24.53%	27,169.22
001-01-5108 Longevity Pay	0.00	135.00	(135.00)	1,896.00	1,620.00	117.04%	(276.00)
001-01-5109 Payroll Taxes	259.47	374.45	(114.98)	1,131.67	4,493.44	25.18%	3,361.77
001-01-5110 Retirement	813.68	765.04	48.64	3,584.04	9,180.45	39.04%	5,596.41
001-01-5201 Office Supplies	373.45	0.00	373.45	1,636.68	7,000.00	23.38%	5,363.32
001-01-5202 Computer Supplies	0.00	125.00	(125.00)	0.00	1,500.00	0.00%	1,500.00
001-01-5203 Computer Software	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
001-01-5204 Fuel	428.33	291.67	136.66	1,557.71	3,500.00	44.51%	1,942.29
001-01-5209 Uniform Expenses	0.00	50.00	(50.00)	0.00	600.00	0.00%	600.00
001-01-5301 Repair & Maintenance -	649.08	0.00	649.08	3,988.79	10,000.00	39.89%	6,011.21
001-01-5302 Repair & Maintenance -	0.00	4,166.67	(4,166.67)	1,716.10	50,000.00	3.43%	48,283.90
001-01-5303 Repair & Maintenance -	200.39	0.00	200.39	2,934.79	15,000.00	19.57%	12,065.21
001-01-5304 Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5312 EDC Expenses	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5313 Street Maintenance Tax	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5314 EDC Tax Funds	0.00	6,474.50	(6,474.50)	0.00	77,694.00	0.00%	77,694.00
001-01-5401 Accounting	0.00	1,250.00	(1,250.00)	0.00	15,000.00	0.00%	15,000.00
001-01-5402 Ambulance Service	7,443.75	3,000.00	4,443.75	14,887.50	36,000.00	41.35%	21,112.50
001-01-5403 Animal Control	960.00	1,125.00	(165.00)	5,120.00	13,500.00	37.93%	8,380.00
001-01-5404 Bank Charges	151.87	0.00	151.87	515.10	1,800.00	28.62%	1,284.90
001-01-5405 Contract Labor	350.00	0.00	350.00	1,587.50	10,000.00	15.88%	8,412.50
001-01-5406 Copiers	66.73	67.50	(0.77)	333.65	810.00	41.19%	476.35
001-01-5407 Dues and Subscriptions	204.32	1,125.00	(920.68)	8,213.40	13,500.00	60.84%	5,286.60
001-01-5408 Electricity	2,640.59	0.00	2,640.59	7,324.30	30,000.00	24.41%	22,675.70

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

001 - General Fund Administrative	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-01-5409 Engineering Fees	2,860.00	2,500.00	360.00	18,838.10	30,000.00	62.79%	11,161.90
001-01-5411 Insurance Property/Liability	3,738.83	1,000.00	2,738.83	6,120.18	12,000.00	51.00%	5,879.82
001-01-5412 Legal Notices & Publications	0.00	0.00	0.00	1,388.60	500.00	277.72%	(888.60)
001-01-5413 Legal Service	0.00	625.00	(625.00)	88.11	7,500.00	1.17%	7,411.89
001-01-5414 Pest Control	89.99	50.00	39.99	336.76	600.00	56.13%	263.24
001-01-5415 PVFD Funding	2,500.00	0.00	2,500.00	10,000.00	32,500.00	30.77%	22,500.00
001-01-5416 Postage	102.84	0.00	102.84	355.68	1,000.00	35.57%	644.32
001-01-5417 Tax Assessor Fees	0.00	666.67	(666.67)	0.00	8,000.00	0.00%	8,000.00
001-01-5418 Training Expenses	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
001-01-5419 Travel/Mileage Expenses	0.00	0.00	0.00	283.37	1,000.00	28.34%	716.63
001-01-5420 Telephone Services	3,277.78	2,083.33	1,194.45	14,445.48	25,000.00	57.78%	10,554.52
001-01-5421 Park and Recreation	5,310.42	8,333.33	(3,022.91)	27,193.36	100,000.00	27.19%	72,806.64
001-01-5422 Planning & Zoning Fees &	965.00	2,083.33	(1,118.33)	11,000.00	25,000.00	44.00%	14,000.00
001-01-5424 Inspection Fees	0.00	833.33	(833.33)	280.00	10,000.00	2.80%	9,720.00
001-01-5430 Tech Services	412.80	833.33	(420.53)	2,697.88	10,000.00	26.98%	7,302.12
001-01-5433 Planner Fees	0.00	0.00	0.00	0.00	15,000.00	0.00%	15,000.00
001-01-5434 Health Inspector Fees	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5502 Computers - Capital Expense	0.00	500.00	(500.00)	5,420.00	6,000.00	90.33%	580.00
001-01-5506 Codification	0.00	125.00	(125.00)	893.40	1,500.00	59.56%	606.60
001-01-5528 Town Hall Project	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5531 Robinson Road	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-01-5533 Drainage Project	4,450.00	0.00	4,450.00	133,104.54	0.00	0.00%	(133,104.54)
001-01-5534 Sports Complex	291,483.75	0.00	291,483.75	1,858,738.20	0.00	0.00%	(1,858,738.20)
001-01-5602 Tax Notes	0.00	41,361.25	(41,361.25)	0.00	496,335.00	0.00%	496,335.00
001-01-5603 Bond Agent Fees	0.00	0.00	0.00	1,250.00	750.00	166.67%	(500.00)
<b>Administrative Totals</b>	<b>348,442.56</b>	<b>91,882.72</b>	<b>256,559.84</b>	<b>2,230,606.24</b>	<b>1,264,642.67</b>	<b>176.38%</b>	<b>(965,963.57)</b>

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Administrative</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
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Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-02-5101 Salaries	0.44	4,063.42	(4,062.98)	1,029.30	48,761.03	2.11%	47,731.73
001-02-5102 Overtime	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-02-5107 Employee Insurance	0.00	0.00	0.00	107.49	0.00	0.00%	(107.49)
001-02-5108 Longevity Pay	0.00	0.00	0.00	143.00	0.00	0.00%	(143.00)
001-02-5109 Payroll Taxes	0.00	137.06	(137.06)	8.41	1,644.66	0.51%	1,636.25
001-02-5110 Retirement	203.94	0.00	203.94	1,020.45	0.00	0.00%	(1,020.45)
<b>Public Works Totals</b>	<b>204.38</b>	<b>4,200.48</b>	<b>(3,996.10)</b>	<b>2,308.65</b>	<b>50,405.69</b>	<b>4.58%</b>	<b>48,097.04</b>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

001 - General Fund Police Department	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-03-2726 Grant Expenditures	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-03-5101 Salaries	29,700.24	29,012.10	688.14	136,602.24	348,145.15	39.24%	211,542.91
001-03-5107 Employee Insurance	5,469.26	5,050.00	419.26	26,645.97	60,600.00	43.97%	33,954.03
001-03-5108 Longevity Pay	0.00	126.67	(126.67)	1,308.00	1,520.00	86.05%	212.00
001-03-5109 Payroll Taxes	440.22	515.00	(74.78)	1,945.36	6,180.00	31.48%	4,234.64
001-03-5110 Retirement	2,032.73	1,926.42	106.31	9,464.69	23,117.00	40.94%	13,652.31
001-03-5201 Office Supplies	373.44	83.33	290.11	911.16	1,000.00	91.12%	88.84
001-03-5203 Computer Software	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
001-03-5204 Fuel	460.30	666.67	(206.37)	2,338.65	8,000.00	29.23%	5,661.35
001-03-5209 Uniform Expenses	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
001-03-5214 Printer Supplies	0.00	0.00	0.00	0.00	1,500.00	0.00%	1,500.00
001-03-5303 Repair & Maintenance -	0.00	566.67	(566.67)	627.40	6,800.00	9.23%	6,172.60
001-03-5304 Miscellaneous Expenses	560.00	0.00	560.00	1,055.17	2,000.00	52.76%	944.83
001-03-5317 Repair & Maintenance Radios	0.00	0.00	0.00	0.00	500.00	0.00%	500.00
001-03-5405 Contract Labor	0.00	1,733.33	(1,733.33)	0.00	20,800.00	0.00%	20,800.00
001-03-5407 Dues and Publications	0.00	500.00	(500.00)	826.90	6,000.00	13.78%	5,173.10
001-03-5411 Insurance Property/Liability	4,985.10	0.00	4,985.10	9,747.80	20,000.00	48.74%	10,252.20
001-03-5413 Legal Service	0.00	416.67	(416.67)	350.00	5,000.00	7.00%	4,650.00
001-03-5416 Postage	102.84	0.00	102.84	220.68	1,000.00	22.07%	779.32
001-03-5418 Training Expenses	0.00	0.00	0.00	0.00	3,500.00	0.00%	3,500.00
001-03-5419 Travel/Mileage Expenses	0.00	0.00	0.00	0.00	2,500.00	0.00%	2,500.00
001-03-5420 Telephone Services	0.00	0.00	0.00	824.02	3,000.00	27.47%	2,175.98
001-03-5430 Tech Services	1,050.78	291.67	759.11	2,749.54	3,500.00	78.56%	750.46
001-03-5431 Printing	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-03-5501 Vehicle	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
001-03-5502 Computers - Capital Expense	0.00	0.00	0.00	300.00	3,600.00	8.33%	3,300.00

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Police Department</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-03-5716 Other Police Equipment	0.00	625.00	(625.00)	0.00	7,500.00	0.00%	7,500.00
001-03-5720 Denton County	0.00	541.67	(541.67)	0.00	6,500.00	0.00%	6,500.00
001-03-5721 Children's Advocacy Center	0.00	695.83	(695.83)	0.00	8,350.00	0.00%	8,350.00
001-03-5726 Grant Expenditures	0.00	416.67	(416.67)	0.00	5,000.00	0.00%	5,000.00
001-03-5727 Medical & Phsysc.	0.00	0.00	0.00	0.00	500.00	0.00%	500.00
<b>Police Department Totals</b>	<b>45,174.91</b>	<b>44,334.36</b>	<b>840.55</b>	<b>195,917.58</b>	<b>571,112.15</b>	<b>34.30%</b>	<b>375,194.57</b>



Town of Ponder  
 Financial Statement  
 As of January 31, 2021

001 - General Fund Municipal Court	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
001-04-5101 Salaries	1,043.56	1,864.78	(821.22)	7,667.16	22,377.37	34.26%	14,710.21
001-04-5107 Employee Insurance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
001-04-5108 Longevity Pay	0.00	0.00	0.00	212.00	0.00	0.00%	(212.00)
001-04-5109 Payroll Taxes	25.26	60.60	(35.34)	123.57	727.26	16.99%	603.69
001-04-5110 Retirement	114.30	123.82	(9.52)	583.91	1,485.86	39.30%	901.95
001-04-5201 Office Supplies	0.00	41.67	(41.67)	338.55	500.00	67.71%	161.45
001-04-5202 Computer Supplies	0.00	0.00	0.00	0.00	250.00	0.00%	250.00
001-04-5203 Computer Software	0.00	0.00	0.00	0.00	250.00	0.00%	250.00
001-04-5418 Training Expenses	0.00	0.00	0.00	0.00	500.00	0.00%	500.00
001-04-5419 Travel/Mileage Expenses	0.00	0.00	0.00	0.00	500.00	0.00%	500.00
001-04-5706 MC Judge	0.00	0.00	0.00	500.00	3,000.00	16.67%	2,500.00
001-04-5707 MC Prosecuting Attorney	0.00	0.00	0.00	200.00	2,400.00	8.33%	2,200.00
001-04-5711 State Citation Fees	401.27	0.00	401.27	703.41	4,000.00	17.59%	3,296.59
001-04-5713 Court Security	0.00	231.25	(231.25)	0.00	2,775.00	0.00%	2,775.00
001-04-5714 Court Technology	0.00	104.50	(104.50)	0.00	1,254.00	0.00%	1,254.00
001-04-5717 Child Safety	0.00	669.67	(669.67)	(1,867.45)	8,036.00	(23.24%)	9,903.45
<b>Municipal Court Totals</b>	<b>1,584.39</b>	<b>3,096.29</b>	<b>(1,511.90)</b>	<b>8,461.15</b>	<b>48,055.49</b>	<b>17.61%</b>	<b>39,594.34</b>

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Library</b>	<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Budget Variance</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% Budget Used</b>	<b>Budget Remaining</b>
001-05-5101 Salaries	2,210.09	0.00	2,210.09	11,301.55	30,562.00	36.98%	19,260.45
001-05-5109 Payroll Taxes	0.00	0.00	0.00	0.00	2,888.00	0.00%	2,888.00
001-05-5110 Retirement	0.00	0.00	0.00	0.00	1,086.00	0.00%	1,086.00
Library Totals	<u>2,210.09</u>	<u>0.00</u>	<u>2,210.09</u>	<u>11,301.55</u>	<u>34,536.00</u>	<u>32.72%</u>	<u>23,234.45</u>

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>001 - General Fund Council</b>	<b>Current Month Actual</b>	<b>Current Month Budget</b>	<b>Budget Variance</b>	<b>YTD Actual</b>	<b>Annual Budget</b>	<b>% Budget Used</b>	<b>Budget Remaining</b>
001-06-5205 City Council Expenses	0.00	0.00	0.00	540.85	2,000.00	27.04%	1,459.15
001-06-5206 Elections	0.00	0.00	0.00	9,882.92	5,000.00	197.66%	(4,882.92)
001-06-5207 Promotional Items	0.00	0.00	0.00	114.94	1,500.00	7.66%	1,385.06
Council Totals	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,538.71</u>	<u>8,500.00</u>	<u>123.98%</u>	<u>(2,038.71)</u>
Expense Totals	<u><u>397,616.33</u></u>	<u><u>143,513.85</u></u>	<u><u>254,102.48</u></u>	<u><u>2,459,133.88</u></u>	<u><u>1,977,252.00</u></u>	<u><u>124.37%</u></u>	<u><u>(481,881.88)</u></u>

# Town of Ponder Financial Statement As of January 31, 2021

<b>002 - Water and Sewer Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Revenue Summary</b>							
Not Categorized	99,902.29	160,430.17	(60,527.88)	458,866.72	1,953,262.00	23.49%	1,494,395.28
Revenue Totals	<u>99,902.29</u>	<u>160,430.17</u>	<u>(60,527.88)</u>	<u>458,866.72</u>	<u>1,953,262.00</u>	<u>23.49%</u>	<u>1,494,395.28</u>
<b>Expense Summary</b>							
Not Categorized	67,101.09	123,088.50	(55,987.41)	362,897.17	1,953,262.00	18.58%	1,590,364.83
Expense Totals	<u>67,101.09</u>	<u>123,088.50</u>	<u>(55,987.41)</u>	<u>362,897.17</u>	<u>1,953,262.00</u>	<u>18.58%</u>	<u>1,590,364.83</u>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>002 - Water and Sewer Fund</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% of Budget	Budget Remaining
<b>Not Categorized</b>							
002-4006 Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-4007 Unappropriated Contengancy	0.00	19,833.33	(19,833.33)	0.00	238,000.00	0.00%	238,000.00
002-4008 Rental Income	0.00	400.00	(400.00)	0.00	4,800.00	0.00%	4,800.00
002-4009 Administrative Fees	284.17	0.00	284.17	1,038.13	2,800.00	37.08%	1,761.87
002-4010 Tap Fees - Water	0.00	2,000.00	(2,000.00)	1,200.00	24,000.00	5.00%	22,800.00
002-4011 Tap Fees - Sewer	0.00	2,000.00	(2,000.00)	1,200.00	24,000.00	5.00%	22,800.00
002-4012 Impact Fees - Water	0.00	3,931.75	(3,931.75)	3,626.00	47,181.00	7.69%	43,555.00
002-4013 Impact Fees - Sewer	0.00	3,931.75	(3,931.75)	4,482.00	47,181.00	9.50%	42,699.00
002-4014 Interest Income	0.00	1,250.00	(1,250.00)	733.75	15,000.00	4.89%	14,266.25
002-4015 Inspection Fees	0.00	4,166.67	(4,166.67)	0.00	50,000.00	0.00%	50,000.00
002-4016 Water Sales	64,286.51	75,000.00	(10,713.49)	284,613.84	900,000.00	31.62%	615,386.16
002-4017 Bulk Water Sales	140.00	416.67	(276.67)	5,521.50	5,000.00	110.43%	(521.50)
002-4018 Repair/Emergency Fund	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-4031 Meter Deposit Refunds	(459.06)	0.00	(459.06)	(2,666.60)	0.00	0.00%	2,666.60
002-4033 Inspection Fees	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-4034 Engineering Fees	0.00	5,833.33	(5,833.33)	0.00	70,000.00	0.00%	70,000.00
002-4035 Septic Inspections Permit	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-4041 Sewer Sales	33,610.67	41,666.67	(8,056.00)	151,318.10	500,000.00	30.26%	348,681.90
002-4042 Late Fees	2,040.00	0.00	2,040.00	7,800.00	25,000.00	31.20%	17,200.00
002-4045 Irrigation Permit	0.00	0.00	0.00	0.00	300.00	0.00%	300.00
002-4046 Irrigation Inspections	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
Not Categorized Totals	<u>99,902.29</u>	<u>160,430.17</u>	<u>(60,527.88)</u>	<u>458,866.72</u>	<u>1,953,262.00</u>	<u>23.49%</u>	<u>1,494,395.28</u>
Revenue Totals	<u><u>99,902.29</u></u>	<u><u>160,430.17</u></u>	<u><u>(60,527.88)</u></u>	<u><u>458,866.72</u></u>	<u><u>1,953,262.00</u></u>	<u><u>23.49%</u></u>	<u><u>1,494,395.28</u></u>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>002 - Water and Sewer Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	57,701.37	80,281.92	(22,580.55)	320,705.40	1,202,733.00	26.66%	882,027.60
<b>Public Works Totals</b>	<u>57,701.37</u>	<u>80,281.92</u>	<u>(22,580.55)</u>	<u>320,705.40</u>	<u>1,202,733.00</u>	<u>26.66%</u>	<u>882,027.60</u>

<b>002 - Water and Sewer Fund Sewer</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	9,399.72	42,806.58	(33,406.86)	42,191.77	750,529.00	5.62%	708,337.23
<b>Sewer Totals</b>	<u>9,399.72</u>	<u>42,806.58</u>	<u>(33,406.86)</u>	<u>42,191.77</u>	<u>750,529.00</u>	<u>5.62%</u>	<u>708,337.23</u>

<b>002 - Water and Sewer Fund Administrative</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Not Categorized	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
<b>Administrative Totals</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>
<b>Expense Totals</b>	<u><u>67,101.09</u></u>	<u><u>123,088.50</u></u>	<u><u>(55,987.41)</u></u>	<u><u>362,897.17</u></u>	<u><u>1,953,262.00</u></u>	<u><u>18.58%</u></u>	<u><u>1,590,364.83</u></u>

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>002 - Water and Sewer Fund Administrative</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-01-5101 Salaries	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5107 Employee Insurance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5108 Longevity Pay	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5109 Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5110 Retirement	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5408 Electricity	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5410 Gas Heating	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5411 Insurance Property/Liability	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-01-5420 Telephone Services	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
<b>Administrative Totals</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>002 - Water and Sewer Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-02-5101 Salaries	22,258.74	11,849.08	10,409.66	109,878.69	142,189.00	77.28%	32,310.31
002-02-5102 Overtime	0.00	0.00	0.00	0.00	1,500.00	0.00%	1,500.00
002-02-5107 Employee Insurance	3,957.00	3,500.00	457.00	19,163.57	42,000.00	45.63%	22,836.43
002-02-5108 Longevity Pay	0.00	94.00	(94.00)	1,597.00	1,128.00	141.58%	(469.00)
002-02-5109 Payroll Taxes	326.44	375.00	(48.56)	1,555.82	4,500.00	34.57%	2,944.18
002-02-5110 Retirement	1,576.72	1,250.00	326.72	7,960.81	15,000.00	53.07%	7,039.19
002-02-5201 Office Supplies	373.45	0.00	373.45	1,214.48	2,500.00	48.58%	1,285.52
002-02-5202 Computer Supplies	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
002-02-5203 Computer Software	0.00	0.00	0.00	0.00	15,000.00	0.00%	15,000.00
002-02-5204 Fuel	428.32	0.00	428.32	1,514.16	5,000.00	30.28%	3,485.84
002-02-5208 Chemical Supplies	0.00	666.67	(666.67)	3,965.72	8,000.00	49.57%	4,034.28
002-02-5209 Uniform Expenses	0.00	0.00	0.00	748.75	750.00	99.83%	1.25
002-02-5210 Labs & Locates	120.00	0.00	120.00	715.00	3,500.00	20.43%	2,785.00
002-02-5212 Mechanical Supplies	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5301 Repair & Maintenance -	568.50	291.67	276.83	1,209.21	3,500.00	34.55%	2,290.79
002-02-5302 Repair & Maintenance -	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5303 Repair & Maintenance -	446.73	0.00	446.73	2,834.25	9,000.00	31.49%	6,165.75
002-02-5304 Miscellaneous Expenses	129.90	833.33	(703.43)	5,591.10	10,000.00	55.91%	4,408.90
002-02-5305 Emergency Repair	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5306 Sanitary.Sewers	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5307 Lift Stations	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5308 WWTP	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5309 Water Systems	6,012.88	4,166.67	1,846.21	18,572.90	50,000.00	37.15%	31,427.10
002-02-5310 Water Towers/Tanks	0.00	7,666.67	(7,666.67)	0.00	92,000.00	0.00%	92,000.00
002-02-5311 Meters and Settings	0.00	0.00	0.00	40,001.66	40,000.00	100.00%	(1.66)
002-02-5315 Water Wells Repair	0.00	0.00	0.00	6,628.13	55,000.00	12.05%	48,371.87



Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>002 - Water and Sewer Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-02-5316 Septic Inspection Permit	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5401 Accounting	0.00	750.00	(750.00)	0.00	9,000.00	0.00%	9,000.00
002-02-5404 Bank Charges	151.86	208.33	(56.47)	920.20	2,500.00	36.81%	1,579.80
002-02-5405 Contract Labor	3,152.00	2,500.00	652.00	16,466.50	30,000.00	54.89%	13,533.50
002-02-5406 Copiers	66.73	125.00	(58.27)	200.19	1,500.00	13.35%	1,299.81
002-02-5407 Dues and Subscriptions	0.00	2,000.00	(2,000.00)	19,901.05	24,000.00	82.92%	4,098.95
002-02-5408 Electricity	5,663.37	0.00	5,663.37	18,393.44	80,000.00	22.99%	61,606.56
002-02-5409 Engineering Fees	210.00	5,833.33	(5,623.33)	2,497.50	70,000.00	3.57%	67,502.50
002-02-5410 Gas Heating	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5411 Insurance Property/Liability	3,738.82	1,416.67	2,322.15	8,501.52	17,000.00	50.01%	8,498.48
002-02-5412 Legal Notices & Publications	0.00	0.00	0.00	187.70	1,000.00	18.77%	812.30
002-02-5413 Legal Service	150.00	0.00	150.00	150.00	10,000.00	1.50%	9,850.00
002-02-5414 Pest Control	89.99	37.50	52.49	412.23	450.00	91.61%	37.77
002-02-5416 Postage	294.36	0.00	294.36	1,342.58	5,000.00	26.85%	3,657.42
002-02-5418 Training Expenses	0.00	0.00	0.00	461.00	1,500.00	30.73%	1,039.00
002-02-5419 Travel/Mileage Expenses	0.00	0.00	0.00	0.00	600.00	0.00%	600.00
002-02-5420 Telephone Services	1,067.67	333.33	734.34	8,993.67	4,000.00	224.84%	(4,993.67)
002-02-5423 Miscellaneous	0.00	833.33	(833.33)	0.00	10,000.00	0.00%	10,000.00
002-02-5425 Computer Lease	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5426 Waste Disposal	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5430 Tech Services	412.89	479.50	(66.61)	955.67	5,754.00	16.61%	4,798.33
002-02-5501 Vehicle	0.00	1,100.00	(1,100.00)	0.00	13,200.00	0.00%	13,200.00
002-02-5502 Computers - Capital Expense	0.00	0.00	0.00	0.00	8,000.00	0.00%	8,000.00
002-02-5503 Mower	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5504 Sewer Repair - Smoke Test	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5505 Mini Excavator	0.00	0.00	0.00	0.00	0.00	0.00%	0.00

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

<b>002 - Water and Sewer Fund Public Works</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-02-5506 Codification	0.00	0.00	0.00	893.40	0.00	0.00%	(893.40)
002-02-5507 MPRG - Zoning Ordinance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5508 Thermostats - Digital	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5509 Video Camera	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5510 Well #6	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5511 156 Water Line	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5512 Phone System	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5516 "10" Water System	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5521 WWTP Improvements	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5522 PRV ALTITUDE VALVE	0.00	1,666.67	(1,666.67)	0.00	20,000.00	0.00%	20,000.00
002-02-5523 John Deere - Due to General	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5526 Vehicles	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5527 Capital Improvements	6,505.00	6,666.67	(161.67)	17,077.50	80,000.00	21.35%	62,922.50
002-02-5530 Public Works Annex	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5535 2018 A CO Projects	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5602 Tax Notes	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5603 Bond Agent Fees	0.00	66.67	(66.67)	200.00	800.00	25.00%	600.00
002-02-5604 Bond Payment	0.00	25,571.83	(25,571.83)	0.00	306,862.00	0.00%	306,862.00
002-02-5605 Tap Reimbursement Fee	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5715 Meter Deposits Payable	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-02-5719 Contingency Funds	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
<b>Public Works Totals</b>	<b>57,701.37</b>	<b>80,281.92</b>	<b>(22,580.55)</b>	<b>320,705.40</b>	<b>1,202,733.00</b>	<b>26.66%</b>	<b>882,027.60</b>

Town of Ponder  
 Financial Statement  
 As of January 31, 2021

002 - Water and Sewer Fund Sewer	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-07-5101 Salaries	0.00	11,849.08	(11,849.08)	0.00	142,189.00	0.00%	142,189.00
002-07-5102 Overtime	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
002-07-5107 Employee Insurance	0.00	2,250.00	(2,250.00)	0.00	27,000.00	0.00%	27,000.00
002-07-5108 Longevity Pay	0.00	94.00	(94.00)	0.00	1,128.00	0.00%	1,128.00
002-07-5109 Payroll Taxes	0.00	333.33	(333.33)	0.00	4,000.00	0.00%	4,000.00
002-07-5110 Retirement	0.00	666.67	(666.67)	0.00	8,000.00	0.00%	8,000.00
002-07-5201 Office Supplies	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
002-07-5202 Computer Supplies	0.00	0.00	0.00	0.00	1,000.00	0.00%	1,000.00
002-07-5204 Fuel	0.00	0.00	0.00	0.00	2,500.00	0.00%	2,500.00
002-07-5208 Chemical Supplies	1,489.95	625.00	864.95	1,681.95	7,500.00	22.43%	5,818.05
002-07-5209 Uniform Expenses	0.00	0.00	0.00	650.17	750.00	86.69%	99.83
002-07-5212 Mechanical Supplies	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5301 Repair & Maintenance -	0.00	250.00	(250.00)	0.00	3,000.00	0.00%	3,000.00
002-07-5303 Repair & Maintenance -	421.36	0.00	421.36	2,857.16	9,000.00	31.75%	6,142.84
002-07-5306 Sanitary.Sewers	0.00	0.00	0.00	0.00	25,000.00	0.00%	25,000.00
002-07-5307 Lift Stations	1,438.82	1,166.67	272.15	1,514.11	14,000.00	10.82%	12,485.89
002-07-5308 WWTP	1,729.92	0.00	1,729.92	11,653.25	115,000.00	10.13%	103,346.75
002-07-5316 Septic Inspection Permit	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5405 Contract Labor	0.00	0.00	0.00	0.00	12,000.00	0.00%	12,000.00
002-07-5408 Electricity	3,489.66	0.00	3,489.66	9,389.17	60,000.00	15.65%	50,610.83
002-07-5411 Insurance Property/Liability	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5420 Telephone Services	120.01	0.00	120.01	3,743.46	1,600.00	233.97%	(2,143.46)
002-07-5432 Tank Demolition	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5504 Sewer Repair - Smoke Test	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5505 Mini Excavator	0.00	0.00	0.00	0.00	0.00	0.00%	0.00
002-07-5527 Capital Improvements - King	0.00	0.00	0.00	0.00	0.00	0.00%	0.00

Town of Ponder  
Financial Statement  
As of January 31, 2021

<b>002 - Water and Sewer Fund Sewer</b>	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
002-07-5529 WWTP - Expansion	0.00	0.00	0.00	717.50	0.00	0.00%	(717.50)
002-07-5532 Mini-Excavator Trailer	0.00	0.00	0.00	0.00	8,000.00	0.00%	8,000.00
002-07-5535 2018 A CO Projects	710.00	0.00	710.00	9,985.00	0.00	0.00%	(9,985.00)
002-07-5604 Bond Payment	0.00	25,571.83	(25,571.83)	0.00	306,862.00	0.00%	306,862.00
Sewer Totals	<u>9,399.72</u>	<u>42,806.58</u>	<u>(33,406.86)</u>	<u>42,191.77</u>	<u>750,529.00</u>	<u>5.62%</u>	<u>708,337.23</u>
Expense Totals	<u><u>67,101.09</u></u>	<u><u>123,088.50</u></u>	<u><u>(55,987.41)</u></u>	<u><u>362,897.17</u></u>	<u><u>1,953,262.00</u></u>	<u><u>18.58%</u></u>	<u><u>1,590,364.83</u></u>

**TOWN OF PONDER POLICE DEPARTMENT  
ACTIVITY REPORT – January 2021**

	<b>January</b>	<b>YTD</b>
<b>Calls for Service</b> .....	<b>30</b>	<b>30</b>
<b>Arrest</b> .....	<b>1</b>	<b>1</b>
<b>Offense/Incident Report</b> .....	<b>5</b>	<b>5</b>
<b>Agency Assist</b> .....	<b>9</b>	<b>9</b>
<b>Traffic</b>		
Stops .....	<b>1</b>	<b>1</b>
Traffic Tickets Written .....	<b>0</b>	<b>0</b>
Warning Tickets Written .....	<b>0</b>	<b>0</b>
<b>Ordinance Violations –</b>		
Letters Written .....	<b>4</b>	<b>4</b>
Phone Contacts .....	<b>2</b>	<b>2</b>
Tickets Written .....	<b>0</b>	<b>0</b>

**TOWN OF PONDER  
ORDINANCE 21-03**

**A ORDINANCE CALLING A GENERAL ELECTION FOR THE OFFICE OF TOWN COUNCIL MEMBERS, PLACE TWO, PLACE FOUR AND MAYOR, ESTABLISHING THE DATES AND TIMES OF EARLY VOTING FOR SUCH ELECTION; AND ESTABLISHING A DATE FOR A RUNOFF ELECTION, IF REQUIRED.**

**WHEREAS**, pursuant to the Election Code of the State of Texas and the Local Government Code §22.033 three shall be held in each municipality in the State of Texas, a general election for the purpose of electing officials of said municipality; and

**WHEREAS**, the Election Code provides that the governing body of a municipality shall be the authority to order a General Election for the City Officers; and

**WHEREAS**, Election Code provides that a municipal election shall be ordered not later than the 71st day before Election Day.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF PONDER, TEXAS:**

**Section 1**

The Town Council for the Town of Ponder, Texas at a regular meeting held this date, does hereby order an election of officers for the Town of Ponder, Texas, to be held on the second Saturday in May, that being May 1, 2021, for the purpose of electing Town Council Members for Place two, Place four and Mayor who shall serve for a period of two years or until their successors have been duly qualified. The candidate receiving a majority of the votes cast for Council Member for Place Two, the candidate receiving a majority of the votes cast for Place Four and the candidate receiving a majority of the votes for Mayor shall be declared elected to such offices.

**Section 2**

All qualified voters determined by the laws of the State of Texas shall be qualified to vote at such election. For the purpose of said election, the entire Town is hereby constituted into one voting precinct. Voting on Election Day, May 1, 2021, shall be conducted at the Ponder Town Hall located at 102 W. Bailey Street, Ponder, Texas and said election shall be held between the hours of 7:00 a.m. and 7:00 p.m. on the aforementioned date.

**Section 3**

Applications for candidacy to the offices of Council Member for Place Two and Place Four and Mayor shall be made to the Town Secretary for the Town of Ponder beginning at 7:30 a.m., January 12, 2021 and not later than 11:30 a.m. on February 13, 2021, in manner and form as prescribed by law.

**Section 4**

The names of eligible and qualified candidates for such office shall be placed on the ballots for such election by the Town Secretary at the time and manner prescribed by law.

**Section 5**

Early voting for the above designated election shall be conducted at the main early voting location, Denton County Elections, 701 Kimberly Drive, Denton, TX 76208, and other locations will be available as per the joint contract with Denton County. The early voting clerk for said election shall be Frank Phillips, Denton County Elections Administrator and applications for a ballot to be voted by mail shall be addressed to him.

**Section 6**

The results of the election shall be certified, canvassed and returned in form and manner prescribed by the laws of the State of Texas.

**Section 7**

The notice of the election hereby ordered and called shall be promulgated, published and posted in keeping with the laws of the State of Texas.

**Section 8**

Any runoff election required for the election of the Members of the Town Council or Mayor for the Town of Ponder, Texas following the regular election of May 1, 2021 shall be held on a date specified in the joint election contract with Denton County.

**ADOPTED** at regular meeting of the Ponder Town Council on the 8th day of February, 2021 by a vote of \_\_\_ ayes, \_\_\_\_\_ nays and \_\_\_ abstentions.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Matt Poole, Mayor**

\_\_\_\_\_  
**Sheri Clearman, City Secretary**

ORDINANCE 21-04

AN ORDINANCE OF THE TOWN OF PONDER, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF PONDER, **CHAPTER 154, SECTION 154.38 OFF STREET PARKING**; PROVIDING A PENALTY CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Ponder, Texas (the “Town”), is a Type A General Law municipality having powers of self-government and may enact ordinances relative to its citizens’ health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, Section 601.001 of the Texas Local Government Code provides that a municipality by ordinance may regulate the parking of motor vehicles on private property and may enforce the ordinance in the same manner that it enforces ordinances regulating parking in public no-parking zones; and

WHEREAS, the Town desires to implement rules and regulations that protect health, life, and property and that preserve good government, order, and security of the Town and its inhabitants; and

WHEREAS, the Town has determined that it is a necessity to regulate activities as provided for herein to safeguard the public and protect health, life, and property; and

WHEREAS, the Town is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including, but not limited to the Open Meetings Act; and

WHEREAS, the purpose of this ordinance is to promote the public health, safety, and general welfare of the citizens of the Town of Ponder, Texas;

**NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Ponder, Texas:**

SECTION 1. That, the statements contained in the preamble to this ordinance are hereby adopted as findings of fact and as a part of the operative provisions hereof.

SECTION 2. That, the Code of Ordinances of the Town of Ponder, **CHAPTER 154 SECTION 154.38 OFF STREET PARKING** is amended to add the following:

- 1. Definitions:
  - a. “Vehicle” has the same meaning as the definition in Section 502.001(45) of the Texas Transportation Code, as amended.
  - b. “Trailer” has the same meaning as the definition in Section 502.001(42) of the Texas Transportation Code, as amended.



- c. “Distinguishable border” means permanent curbing of concrete, wood, brick, or stone that forms a perimeter at least a foot away from any vehicle or trailer that is parked within said curbing.
  - d. “Improved driveway” means a surface made of concrete or asphalt in a front yard.
  - e. “Parking surface” or “PAD” means a surface that is constructed of concrete, asphalt, paving stones, brick, gravel, or crushed rock with a distinguishable border. PADs shall not be located in front yards or side yards of districts zoned single family or two family. PADs shall not be located in front yards of districts zoned multifamily.
2. Prohibited Off Street Parking.
- a. Vehicles and trailers shall not be parked in the front yard or side yard of any lot in a district zoned single family or two family that is less than one half (1/2) acre.
  - b. Vehicles and trailers shall not be parked in the front yard of any lot in a district zoned multifamily.
  - c. Vehicles and trailers in the back yard of any lot in a district zoned single family or two family that is less than one half (1/2) acre must be parked on a PAD with a distinguishable border.
  - d. Vehicles and trailers in the back yard or side yard of any lot in a district zoned multifamily must be parked on a PAD with a distinguishable border.
  - e. Vehicles and trailers shall be maintained so as not to endanger the public health and safety.
  - f. Parked vehicles or trailers longer than 19 feet, excluding the length of a trailer hitch or goose neck, shall have wheel blocks in front of and behind at least one set of wheels on said vehicle or trailer.
  - g. Junked Motor Vehicles. See Sections 92.30 to 92.38 of the Code of Ponder.
  - h. Vehicles and trailers shall not be parked on unimproved lots in districts zoned single family, two family, or multifamily.
3. Defenses.
- a. It shall be a defense to prosecution that a vehicle or trailer was parked on an unimproved lot while there was a valid building permit for said lot and the owner of said vehicle or trailer owned said lot or was under contract to improve said lot.
  - b. It shall be an affirmative defense to prosecution that a vehicle or trailer was parked in districts zoned as HO (Historic Overlay District).
4. Defenses excluded.
- a. It shall not be a defense to prosecution that a vehicle or trailer was intended for use as or used as a dwelling for human beings or animals, regardless of whether or not said vehicle or trailer was fit for human or animal habitation.
  - b. It shall not be a defense to prosecution that a lot had no front, side, or back yard because the lot was unimproved.

SECTION 3. That, all ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect.

SECTION 4. That, any person violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and shall be fined an amount not to exceed \$500.

SECTION 5. That, should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the Town of Ponder as a whole.

SECTION 6. That, this ordinance shall take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED by the Town Council of the Town of Ponder, Texas, on this the 8th day of February, 2021.

APPROVED:

\_\_\_\_\_  
Matthew Poole  
Mayor

ATTEST:

\_\_\_\_\_  
Sheri N Clearman  
Town Secretary

**TOWN OF PONDER  
RESOLUTION NO. 21-02**

**A RESOLUTION OF THE TOWN OF PONDER, TEXAS, DESIGNATING OFFICIALS AS BEING RESPONSIBLE FOR THE APPLICANT IN DEALING WITH OFFICE OF THE GOVERNOR (OOG), FOR THE PURPOSE OF PARTICIPATING IN THE CRIMINAL JUSTICE GRANT PROGRAM; CERTIFYING THAT THE APPLICANT IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; AND CERTIFYING THAT THE APPLICANT’S MATCHING SHARE WILL BE READILY AVAILABLE WHEN THE PROJECT COMMENCES.**

**WHEREAS**, the Town Council for the Town of Ponder finds it in the best interest of the citizens of Ponder, that the Ponder Police Department Communications Project be operated for the 2022 fiscal year; and

**WHEREAS**, the Town Council for the Town of Ponder agrees to provide applicable matching funds for the said project as required by the Office of the Governor grant application; and

**WHEREAS**, The Town Council for the Town of Ponder agrees that in the event of loss or misuse of the Office of the Governor funds, the Town Council for the Town of Ponder assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS**, The Town Council for the Town of Ponder designates Sergeant Sam Schiller as the grantee’s authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED**, that the Town Council for the Town of Ponder approves submission of the grant application for the Ponder Police Department Communications Project to the Office of the Governor.

Passed and approved on this \_\_\_\_\_ day of \_\_\_\_\_, 2021

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Matthew Poole, Mayor**

\_\_\_\_\_  
**Sheri Clearman, Town Secretary**

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## Belcheff & Associates, Inc.

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Municipal Engineering & Management  
TBPE Reg. No. F-368

1660 Keller Pkwy., Ste. 103  
Keller, Texas 76248

January 6, 2021

*Via e-mail to cfarmer@pondertx.com*

Matthew Poole, Mayor  
Chairman Planning & Zoning Commission  
Town of Ponder  
102 W Bailey St  
Ponder, TX 76259

**Re: Final Plat & Site Plan – Lot 1 Block 1 Christian Faith Fellowship Addition (Rev. 2)**

Dear Mayor Poole:

On November 9, 2020, the Town Council conditionally approved a Preliminary Plat for Lot 1 Block 1 Christian Faith Fellowship Addition consistent with the Town Engineer's recommendation of November 4, 2020. The applicant has since submitted a Final Plat and Site Plan for the referenced development. This letter provides review comments of the submittal which includes a Final Plat [no date] by Castlerock Surveying, PLLC, Justin, Texas, with supporting Site Plan and Final Engineering dated December 4, 2020 by Spiars Engineering, Plano, Texas, representing Applicant Darryl Baker, Christian Faith Fellowship, Ponder, Texas. The submittal also includes a Landscape Plan (dated November 2020) by Cooper Design Works of Rockwall, Texas.

**Location** – south side of FM 2449 approx. ½ mile west of FM 156, within Ponder Corporate Limits (City)

**Comprehensive Plan** – Proposed Use - Church

1. Future Land Use Plan –
  - a) north ½ Commercial; south ½ Low Density Residential
2. Thoroughfare Plan –
  - a) P5U at north boundary (FM 2449) – *no additional ROW proposed or requested*
3. Sewer Master Plan – *no service available*
  - a) service to be provided via proposed 8" extension
4. Water Master Plan –
  - a) existing 4" waterline adjacent to north side of tract (north side FM 2449)
  - b) proposed 12" adjacent to east side of tract (8" required)
  - c) proposed 12" (replaces 4") along north side of tract (FM 2449) (under construction with Town Park contract)

**Zoning**

1. A (Agricultural District) –

Mayor Mathew Poole  
January 6, 2021  
Page 2 of 4

- a) proposed use allowed by Specific Use Permit
- b) use by right is available under districts C-1 and C-2 which would require zoning amendment

### **Submittal Analysis**

The purpose of this Final Plat is to create a lot of record for the proposed construction of a Church facility. No other uses are proposed. The Final Plat and supporting documents are reasonably consistent with the conditionally approved Preliminary Plat and its supporting documents.

The site is currently zoned Agricultural which will require the applicant to request a Specific Use Permit from the Town prior to construction. This hearing can be concurrent with the Town's consideration of a Site Plan. Alternatively, the applicant may request rezoning to C-1 or C-2 for right of use.

Current data indicates that the Town should have adequate water supply capacity sufficient to serve the proposed development subject to the completion of a 12" water line adjacent to FM 2449 (now under construction by the Town.) To facilitate system looping and fire protection, the development proposes to extend an 8" waterline along the east side of the tract. The Town's Water Master Plan recommends this line as a 12" that would suggest that the Town participate in oversizing the extension.

Ongoing improvements to the treatment plant should provide necessary capacity to service the proposed development; however, no sewer system exists in the immediate area. The applicant proposes to install a system extension (adjacent to and offsite) to connect to a proposed line now under construction within the Clairmont Addition. The developer will be eligible for potential (partial) reimbursement for the offsite section under current Town policies.

Storm water runoff from the proposed development is to be collected at the south side of the development in a proposed detention pond with controlled pre-development storm water discharged into a roadway ditch at the southeast corner of the development now under construction by the Town.

Access to the site is proposed via a single drive to FM 2449 and by two drives to Park Road (now under-construction by the Town) adjacent to the east side of the property. Access to FM 2449 is subject to TxDOT approval, which requires Town concurrence. Additional study may be required by TxDOT as a part of the permitting process, which may also require turn lane(s) at this drive or Park Road.

Park Road however, is being constructed by the Town as a gravel road and will be not sufficient to manage the expected weekly traffic loading caused by the development. It is recommended that the development participate with the Town in upgrading the roadway to concrete to a section more consistent with Town standards.

An ongoing TxDOT FM 2449 Feasibility Study does not suggest that this development accommodate future ROW expansion to the south of the current limits. No additional ROW appears to be necessary for proposed Park Road.

Mayor Mathew Poole  
 January 6, 2021  
 Page 3 of 4

It should be noted that a Development Agreement will be required for proposed public improvements.

Final Plat –

1. should limit frontage easement labeled “15’ W.S.U.S.M.E.” to “15’ Public Water Easement”
2. Final Engineering –
  - a. Sheet C9 – Utility Plan – fire hydrant layout should be approved by Town Fire Marshall; may require additional hydrant extensions to provide sufficient coverage of building in accordance with 2012 IFC Appendix C
  - b. Sheet C10 – Offsite SS – correct “Match Line” notations; show 20’ offsite SS easement in lieu of ROW

Site Plan –

1. Provide Architectural drawings, such as elevations, concept sketches or renderings depicting building types and other significant proposed improvements, including the treatment and use of open spaces and the like, where the submission of such drawings would more clearly portray the nature and character of the applicant’s land use and development proposals
2. Provide location of all signs, auditory speakers and lighting
3. South parking lot should include wheel-stops between head-to-head parking
4. Landscaping Plan
  - a. South and north parking lots should show screening for sides adjacent to public ROW and adjacent to west property (154.41(K)(2)(a))
  - b. North and west lot boundaries adjacent to public ROW should include at least one tree for each 50 linear feet (154.41(K)(2)(b)2.(a))
  - c. Proposed tree plantings (13) are less than minimum required (31) (154.41(K)(1)(b))
  - d. Proposed tree plantings at access drives may impede site distance between required 3’-6’ clear zone within site visibility triangle
  - e. Proposed tree planting at FM 2449/Park Road intersection should be relocated outside of visibility triangle
5. Other information considered essential by the Planning and Zoning Commission or Town Council may be required

Mayor Mathew Poole  
 January 6, 2021  
 Page 4 of 4

### **Rough Proportionality Certification**

The Town Engineer certifies that the exaction requirements of the Town of Ponder Subdivision Ordinance, as applied to the proposed subdivision or development, do not impose costs on the applicant for public infrastructure improvements that exceed those roughly proportionate to the impact of the proposed subdivision or development with the following conditions:

1. Town oversizing participation to upsize proposed 12” waterline from a required 8” adjacent to Park Road
2. Developer Reimbursement Agreement for potential future connections to offsite 8” sewer line extension
3. Town assistance with acquisition of offsite easements

### **Town Engineer’s Recommendation –**

It is recommended that this Final Plat be approved subject to the following conditions:

1. Revise Final Engineering concerns listed above to the satisfaction of the Town Engineer
2. Town concurrence with Town Engineer’s Rough Proportionality conditions
3. Town concurrence with driveway connection to FM 2449, subject to TxDOT review and approval
4. Town acceptance of TxDOT water line crossing permit
5. Developer funding to upgrade Park Road to a reinforced concrete section
6. Approval of a Special Use Permit

It is recommended that the Site Plan be deferred to future consideration of a Specific Use Permit with the following conditions:

1. Resolution of above listed site plan concerns

Sincerely,

o/s

George Belcheff, P.E.  
 Town Engineer for Ponder

cc: Planning & Zoning Commission/Town Council Members *via meeting packets*  
 Sheri Clearman, Town Secretary *via e-mail*  
 Gary Morris, Director of Public Works *via e-mail*  
 Carolyn Farmer, Planning & Zoning Director *via e-mail*  
 Applicant/Engineer/Surveyor

# Staff Report

<b>FINAL PLAT – Christian Faith Fellowship Church – 500 Blk W FM 2449</b>	
<b>Council Meeting :</b> February 8, 2021	<b>Agenda Item No.:</b> 7

On Wednesday February 3, 2021, the Planning & Zoning Board voted and recommends approval of this Final Plat. Voting 3 Ayes and 0 Nays.

Final Plat for DCAD property ID# 181610, physically located in the 500 block of W FM 2449. Town Engineer George Belcheff recommends conditional approval of this Final Plat (no date) by Castlerock Surveying, PLLC, Justin, Texas, subject resolution of the following conditions: Applicant, Pastor Daryl Baker represents the Christian Faith Fellowship Church.

- Revise Final Engineering concerns listed in his review letter dated January 6, 2021, to the satisfaction of the Town Engineer.
- Town concurrence with Town Engineer's Rough Proportionality conditions
- Town concurrence with driveway connection to FM 2449, subject to TxDOT review and approval
- Town acceptance of TxDOT water line crossing permit
- Developer funding to upgrade Park Road to a reinforced concrete section
- Approval of a Specific Use Permit to be submitted with the Site Plan to allow the church to be built in the Agricultural Zone (A)



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## Belcheff & Associates, Inc.

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Municipal Engineering & Management  
TBPE Reg. No. F-368

1660 Keller Pkwy., Ste. 103  
Keller, Texas 76248

January 6, 2021

*Via e-mail to cfarmer@pondertx.com*

Matthew Poole, Mayor  
Chairman Planning & Zoning Commission  
Town of Ponder  
102 W Bailey St  
Ponder, TX 76259

**Re: Final Plat & Site Plan – Lot 1 Block 1 Christian Faith Fellowship Addition (Rev. 2)**

Dear Mayor Poole:

On November 9, 2020, the Town Council conditionally approved a Preliminary Plat for Lot 1 Block 1 Christian Faith Fellowship Addition consistent with the Town Engineer's recommendation of November 4, 2020. The applicant has since submitted a Final Plat and Site Plan for the referenced development. This letter provides review comments of the submittal which includes a Final Plat [no date] by Castlerock Surveying, PLLC, Justin, Texas, with supporting Site Plan and Final Engineering dated December 4, 2020 by Spiars Engineering, Plano, Texas, representing Applicant Darryl Baker, Christian Faith Fellowship, Ponder, Texas. The submittal also includes a Landscape Plan (dated November 2020) by Cooper Design Works of Rockwall, Texas.

**Location** – south side of FM 2449 approx. ½ mile west of FM 156, within Ponder Corporate Limits (City)

**Comprehensive Plan** – Proposed Use - Church

1. Future Land Use Plan –
  - a) north ½ Commercial; south ½ Low Density Residential
2. Thoroughfare Plan –
  - a) P5U at north boundary (FM 2449) – *no additional ROW proposed or requested*
3. Sewer Master Plan – *no service available*
  - a) service to be provided via proposed 8" extension
4. Water Master Plan –
  - a) existing 4" waterline adjacent to north side of tract (north side FM 2449)
  - b) proposed 12" adjacent to east side of tract (8" required)
  - c) proposed 12" (replaces 4") along north side of tract (FM 2449) (under construction with Town Park contract)

**Zoning**

1. A (Agricultural District) –

Mayor Mathew Poole  
 January 6, 2021  
 Page 2 of 4

- a) proposed use allowed by Specific Use Permit
- b) use by right is available under districts C-1 and C-2 which would require zoning amendment

### **Submittal Analysis**

The purpose of this Final Plat is to create a lot of record for the proposed construction of a Church facility. No other uses are proposed. The Final Plat and supporting documents are reasonably consistent with the conditionally approved Preliminary Plat and its supporting documents.

The site is currently zoned Agricultural which will require the applicant to request a Specific Use Permit from the Town prior to construction. This hearing can be concurrent with the Town's consideration of a Site Plan. Alternatively, the applicant may request rezoning to C-1 or C-2 for right of use.

Current data indicates that the Town should have adequate water supply capacity sufficient to serve the proposed development subject to the completion of a 12" water line adjacent to FM 2449 (now under construction by the Town.) To facilitate system looping and fire protection, the development proposes to extend an 8" waterline along the east side of the tract. The Town's Water Master Plan recommends this line as a 12" that would suggest that the Town participate in oversizing the extension.

Ongoing improvements to the treatment plant should provide necessary capacity to service the proposed development; however, no sewer system exists in the immediate area. The applicant proposes to install a system extension (adjacent to and offsite) to connect to a proposed line now under construction within the Clairmont Addition. The developer will be eligible for potential (partial) reimbursement for the offsite section under current Town policies.

Storm water runoff from the proposed development is to be collected at the south side of the development in a proposed detention pond with controlled pre-development storm water discharged into a roadway ditch at the southeast corner of the development now under construction by the Town.

Access to the site is proposed via a single drive to FM 2449 and by two drives to Park Road (now under-construction by the Town) adjacent to the east side of the property. Access to FM 2449 is subject to TxDOT approval, which requires Town concurrence. Additional study may be required by TxDOT as a part of the permitting process, which may also require turn lane(s) at this drive or Park Road.

Park Road however, is being constructed by the Town as a gravel road and will be not sufficient to manage the expected weekly traffic loading caused by the development. It is recommended that the development participate with the Town in upgrading the roadway to concrete to a section more consistent with Town standards.

An ongoing TxDOT FM 2449 Feasibility Study does not suggest that this development accommodate future ROW expansion to the south of the current limits. No additional ROW appears to be necessary for proposed Park Road.

Mayor Mathew Poole  
 January 6, 2021  
 Page 3 of 4

It should be noted that a Development Agreement will be required for proposed public improvements.

Final Plat –

1. should limit frontage easement labeled “15’ W.S.U.S.M.E.” to “15’ Public Water Easement”
2. Final Engineering –
  - a. Sheet C9 – Utility Plan – fire hydrant layout should be approved by Town Fire Marshall; may require additional hydrant extensions to provide sufficient coverage of building in accordance with 2012 IFC Appendix C
  - b. Sheet C10 – Offsite SS – correct “Match Line” notations; show 20’ offsite SS easement in lieu of ROW

Site Plan –

1. Provide Architectural drawings, such as elevations, concept sketches or renderings depicting building types and other significant proposed improvements, including the treatment and use of open spaces and the like, where the submission of such drawings would more clearly portray the nature and character of the applicant’s land use and development proposals
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5. Other information considered essential by the Planning and Zoning Commission or Town Council may be required

Mayor Mathew Poole  
 January 6, 2021  
 Page 4 of 4

### **Rough Proportionality Certification**

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3. Town assistance with acquisition of offsite easements

### **Town Engineer’s Recommendation –**

It is recommended that this Final Plat be approved subject to the following conditions:

1. Revise Final Engineering concerns listed above to the satisfaction of the Town Engineer
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6. Approval of a Special Use Permit

It is recommended that the Site Plan be deferred to future consideration of a Specific Use Permit with the following conditions:

1. Resolution of above listed site plan concerns

Sincerely,

o/s

George Belcheff, P.E.  
 Town Engineer for Ponder

cc: Planning & Zoning Commission/Town Council Members *via meeting packets*  
 Sheri Clearman, Town Secretary *via e-mail*  
 Gary Morris, Director of Public Works *via e-mail*  
 Carolyn Farmer, Planning & Zoning Director *via e-mail*  
 Applicant/Engineer/Surveyor

GENERAL NOTES:

1) Bearings are based upon the Texas State Plane Coordinate System, North Central Zone, North American Datum 1983, U.S. Survey Feet from GPS observations. All distances and areas shown are surface measurements. Combined scale factor: 0.99987504. Convergence angle: 0° 39' 25". All Elevations Are Based upon the North American Vertical Datum of 1988.

2) All Iron Rods Set with Caps (IRSC) are 1/2 inch rebar with orange plastic caps stamped "CASTLEROCK SURVEYING RPLS 6357" unless otherwise noted.

3) This surveyor has made no investigation for restrictive covenants, easements of record, encumbrances, ownership title evidence, or any other facts that an accurate and current title search may disclose.

4) Due to unknown locations of underground utilities, in particular oil and gas facilities, the developer is to make know all locations of existing pipelines and easements, including blanket easements, across the property.

5) The maintenance of paving, grading and drainage improvements and/or easements shown on this plat are the responsibility of the individual property owners and do not constitute acceptance of same for maintenance purposes by Denton County.

6) A driveway culvert permit must be obtained from the Denton County Centralized Road and Bridge Department by the owner of each lot prior to the construction, installation or placement of any driveway access improvements within the dedicated right-of-way.

7) No parks or common areas planned for this development.

8) Sanitary Sewer to be handled by facilities approved by the Denton County Health Department.

10) Primary Benchmark used is a USGS brass disk, D 247, Elev. = 732.99', having State Plane Coordinates of N:7,115,582.783, E:2,339,439.563.

FLOOD STATEMENT: I have examined the F.E.M.A. Flood Insurance Rate Map for the Town of Ponder, Denton County, Texas Map Number 48121C345G, Community Number 480784, effective date 04-18-2011 and that map indicates that this property is within "Non-Shaded Zone X" defined as "Areas determined to be outside the 0.2% annual chance floodplain" as shown on Panel 345 G of said map.

OWNERS: CHRISTIAN FAITH FELLOWSHIP 114 W. JAMES STREET, PONDER, TEXAS, 76259 940-488-1041

SURVEYOR: ERIC M. ZOLLINGER, R.P.L.S. 6357 CASTLEROCK SURVEYING P.O. BOX 232 JUSTIN, TEXAS 76247 940-242-1533

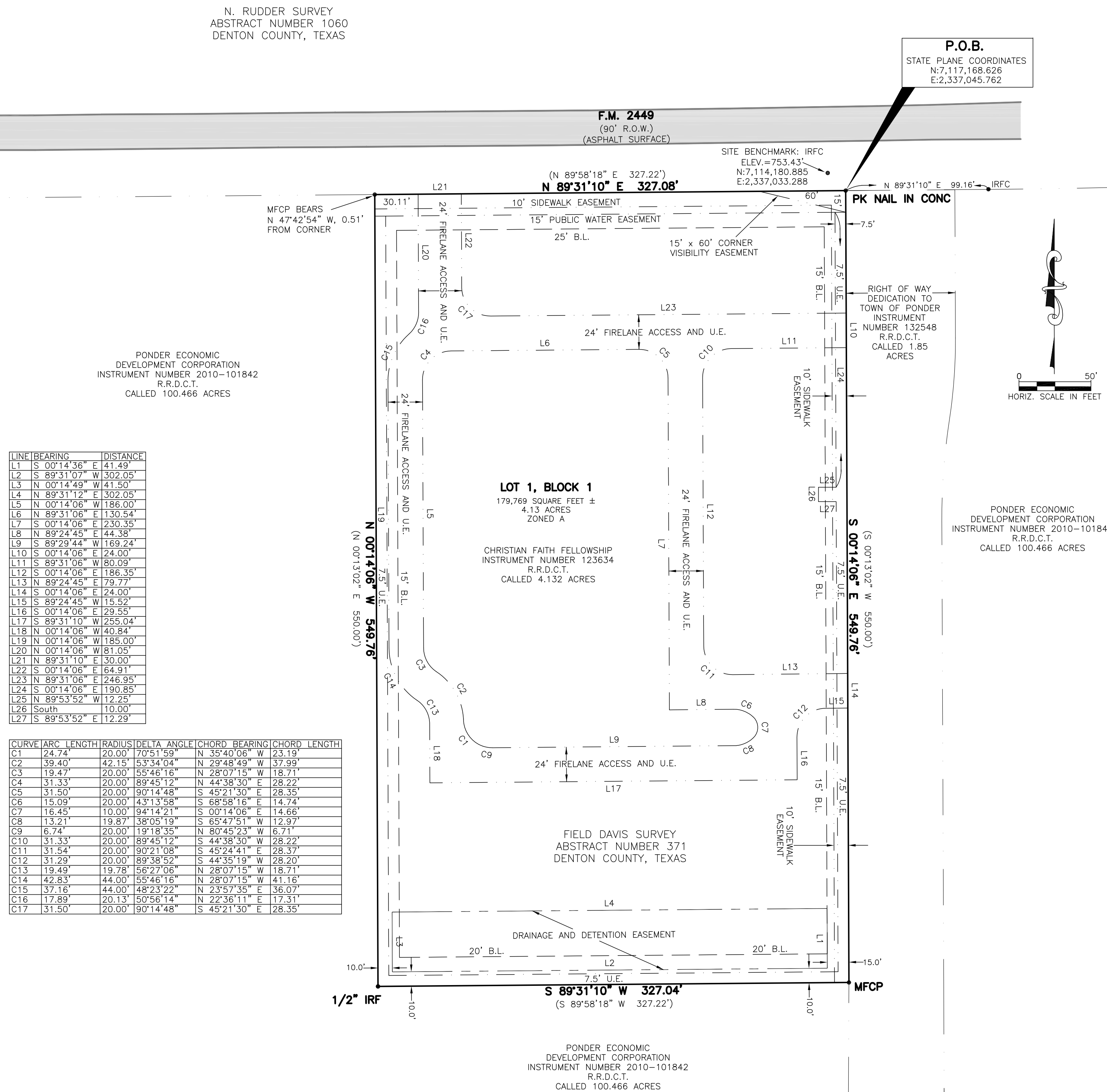
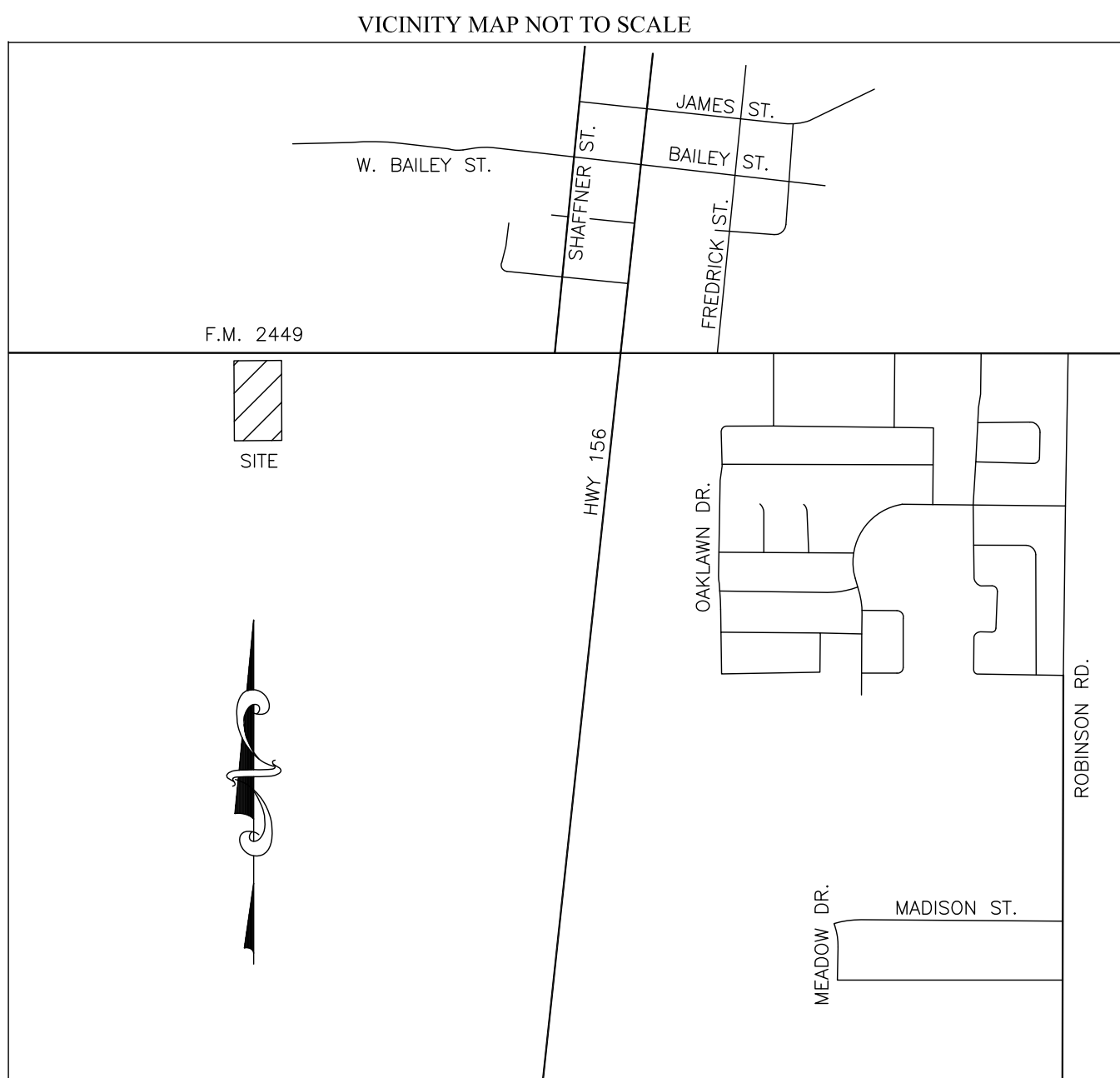
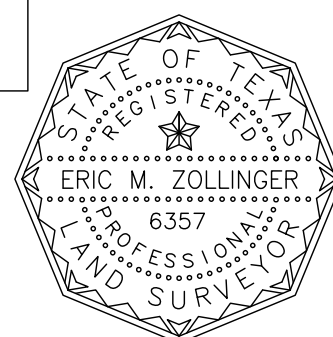


Table with columns: LINE, BEARING, DISTANCE. Lists lines L1 through L27 with their respective bearings and distances.

Table with columns: CURVE, ARC LENGTH, RADIUS, DELTA ANGLE, CHORD BEARING, CHORD LENGTH. Lists curves C1 through C17 with their respective curve data.

STATE OF TEXAS § COUNTY OF DENTON § CERTIFICATE OF SURVEYOR

I, the undersigned, a (registered professional land surveyor) in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.



LEGEND

Legend table defining symbols for IRF, IRFC, telephone riser, buried cable marker, electric riser, electric transformer, gas meter, oil & gas pipeline marker, utility pole, clean out, septic lid, sanitary sewer manhole, storm sewer manhole, culvert, water meter, water valve, well, irrigation control valve, building line, utility easement, overhead electric, wire fence, wood fence, chain link fence, metal fence, gravel, and concrete.

STATE OF TEXAS §

COUNTY OF DENTON §

OWNER'S ACKNOWLEDGEMENT AND DEDICATION

I (we), Christian Faith Fellowship, the undersigned, owner(s) of the land shown on this plat, within the area described by metes and bounds being all that certain lot, tract or parcel of land situated in the FIELD DAVIS SURVEY, ABSTRACT NUMBER 371, Denton County, Texas, and being all of a called 4.132 acre tract of land described in the deed to Christian Faith Fellowship, recorded in Instrument Number 123634, Real Property Records, Denton County, Texas, and being more particularly described as follows:

BEGINNING at a PK nail in concrete found in the South right-of-way line of F.M. 2449 for the Northeast corner of said Christian Faith Fellowship tract of land, same being an exterior ell corner of a called 100.466 acre tract of land described in the deed to Ponder Economic Development Corporation, recorded in Instrument Number 2010-101842, Real Property Records, Denton County, Texas, from which a capped iron rod found for a North corner of said 100.466 acre tract of land at the beginning of a curve bears North 89 Degrees 31 Minutes 10 Seconds East, a distance of 99.16 feet;

THENCE South 00 Degrees 14 Minutes 06 Seconds East with the East line of said Christian Faith Fellowship tract of land and a West line of said Ponder Economic Development tract of land, a distance of 549.76 feet to a point in the South right-of-way line of said Ponder Economic Development tract of land, same being an interior ell corner of said Ponder Economic Development tract of land;

THENCE South 89 Degrees 31 Minutes 10 Seconds West with the South line of said Christian Faith Fellowship tract of land and a North line of said Ponder Economic Development tract of land, a distance of 327.04 feet to a point in the Southwest corner of said Christian Faith Fellowship tract of land, same being an interior ell corner of said Ponder Economic Development tract of land;

THENCE North 00 Degrees 14 Minutes 06 Seconds West with the West line of said Christian Faith Fellowship tract of land and an East line of said Ponder Economic Development tract of land, a distance of 549.76 feet to a point in the South right-of-way line of said F.M. 2449 for the Northwest corner of said Christian Faith Fellowship tract of land, same being an exterior ell corner of said Ponder Economic Development tract of land, from which a metal fence corner post found for reference bears North 47 Degrees 42 Minutes 54 Seconds West, a distance of 0.51 feet;

THENCE North 89 Degrees 31 Minutes 10 Seconds East with the South right-of-way line of said F.M. 2449 and the North line of said Christian Faith Fellowship tract of land, a distance of 327.08 feet to the POINT OF BEGINNING and enclosing 4.13 acres of land, more or less, and designated herein as Lot 1, Block 1, Christian Faith Fellowship Addition, an addition to the Town of Ponder, Denton County, Texas, and whose name is subscribed hereto, hereby dedicate in fee simple to the use of the public forever all streets, alleys, parks, water courses, drains, easements, rights-of-way and public places thereon shown for the purpose and consideration therein expressed.

Representative, Christian Faith Fellowship

Date

State of Texas

County of

Before me, the undersigned authority, on this day personally appear \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and considerations therein stated.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Notary Public,

\_\_\_\_\_ County, TX

THE TOWN COUNCIL OF PONDER, TEXAS ON

\_\_\_\_\_, 20 \_\_\_\_\_.

VOTED AFFIRMATIVELY TO ADOPT THIS PLAT AND APPROVE IT FOR FILING OF RECORD.

BY: TOWN SECRETARY

"This plat has been submitted to and considered by the Planning And Zoning Commission of the Town of Ponder, Texas, and is hereby recommended for approval by such Commission.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Chairman

ATTEST:

Secretary

LAND AREA

GROSS AREA: 4.13 ACRES NUMBER OF LOTS: 1 LOT

FINAL PLAT of LOT 1, BLOCK 1 CHRISTIAN FAITH FELLOWSHIP ADDITION AN ADDITION TO THE TOWN OF PONDER DENTON COUNTY, TEXAS BEING 4.13 ACRES IN THE FIELD DAVIS SURVEY ABSTRACT NUMBER 371 IN THE TOWN OF PONDER DENTON COUNTY, TEXAS PREPARED ON 11/24/2020

JOB NO. 2019081

PAGE 1 OF 1

CASTLEROCK SURVEYING, PLLC P.O. BOX 232 JUSTIN, TEXAS 76247 TELEPHONE: 940-242-1533 EMAIL: ERIC@CASTLEROCKSURVEYING.COM TEXAS BOARD OF PROFESSIONAL LAND SURVEYING FIRM # 1009438

- IRF = IRON ROD FOUND
IRFC = IRON ROD FOUND WITH CAP
TELEPHONE RISER (TR)
BURIED CABLE MARKER (BCM)
ELECTRIC RISER
ELECTRIC TRANSFORMER (ET)
GAS METER
OIL & GAS PIPELINE MARKER
UTILITY POLE
QUIY ANCHOR
CLEAN OUT

- SEPTIC LID
SANITARY SEWER MANHOLE
STORM SEWER MANHOLE
CULVERT
WATER METER
WATER VALVE (WV)
WELL
IRRIGATION CONTROL VALVE
MFCP = METAL FENCE CORNER POST FOUND
W.U.S.U.M.E. = WATER, SEWER AND/OR UTILITY CONSTRUCTION, SERVICE AND MAINTENANCE EASEMENT

- B.L. = BUILDING LINE
O.P.L.S. = OIL/GAS PIPELINE MARKER
R.O.W. = RIGHT OF WAY
FF = FINISHED FLOOR
CM = CONTROLLING MONUMENT
\* = BASE BEARING
( ) = PLAT OR DEED CALL
P.O.B. = POINT OF BEGINNING
P.O.C. = POINT OF COMMENCEMENT
U.E. = UTILITY EASEMENT
D.E. = DRAINAGE EASEMENT

- PROPERTY LINE
ADJOINER LINE
UTILITY EASEMENT
BUILDING LINE
OVERHEAD ELECTRIC
WIRE FENCE
WOOD FENCE
CHAIN LINK FENCE
METAL FENCE
GRAVEL
CONCRETE

- D.R.D.C.T. = DEED RECORDS, DENTON COUNTY TEXAS
R.P.R.D.C.T. = REAL PROPERTY RECORDS, DENTON COUNTY TEXAS
P.R.D.C.T. = PLAT RECORDS, DENTON COUNTY, TEXAS

Public Open Space Restriction

No structure, object, or plant of any type may obstruct vision from a height of 24 inches to a height of 11 feet above the top of the curb, including but not limited to buildings, fences, walks, signs, trees, shrubs, cars, trucks, and the like in the public open space easement as shown on this plat. These open space easements will remain in effect until vacated by ordinance adopted by the Town Council of Ponder and the property replatted."

Utility Easements

Any public utility, including the Town of Ponder, shall have the right to move and keep moved all or part of any building, fences, trees, shrubs, other growth or improvements which in any way endanger or interfere with the construction, maintenance or efficiency of its respective systems on any of the easements shown on the plat; and any public utility, including the Town of Ponder, shall have the right at all times of ingress and egress to and from and upon the easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity of at any time of procuring the permission of anyone.

Floodplain Restriction

No construction without the written approval of the Town of Ponder shall be allowed within a floodplain easement, and then only after detailed engineering plans and studies show that no flooding will result, that no obstruction to the natural flow of water will result; and subject to all owners of the property affected by the construction becoming a party to the request. These engineering studies shall be done in compliance with FEMA (Federal Emergency Management Agency) guidelines which address acceptable studies, methods and limits of work done inside the 100-year floodplain. Where construction is permitted, all finished floor elevations shall be a minimum of 1 foot above the 100-year flood elevation.

The existing creeks, lakes, reservoirs or drainage channel traversing along or across portions of this addition, will remain as an open channel at all times and will be maintained by the individual owners of the lot or lots that are traversed by or adjacent to the drainage courses along or across the lots. The Town of Ponder will not be responsible for the maintenance and operation of the drainageways or for the control of erosion. Each property owner shall keep the natural drainage channels traversing adjacent to his or her property clean and free of debris, silt or any substance which would result in unsanitary conditions, and the town shall have the right of ingress and egress for the purpose of inspection and supervision of maintenance work by the property owner to alleviate any undesirable conditions which may occur. The natural drainage channels, as in the case of all natural drainage channels, are subject to stormwater overflow and natural bank erosion to an extent that cannot be definitely defined. The Town of Ponder shall not be liable for damages of any nature resulting from the occurrence of these natural phenomena, nor resulting from a failure of any structure(s) within the natural drainage channels. The natural drainage channel crossing each lot is shown by the floodplain easement line as shown on the plat.