

AGENDA

CITY OF TAYLOR, TEXAS CITY COUNCIL MEETING CITY HALL, COUNCIL CHAMBERS, 400 PORTER STREET

MARCH 11, 2021, 6:00 P.M.

In order to assist in maintaining the health of Council Members, staff and the public, this meeting will be conducted by *video conference*.

You may view this meeting as it's happening through the City's website at <http://www.ci.taylor.tx.us/660/Taylor-Videos>

For citizen comments, please contact the City Clerk's office at Dianna.barker@taylortx.gov prior to 5:30p.m. Thursday, March 11th.

The agenda packet is available at <http://www.ci.taylor.tx.us/calendar>

CALL TO ORDER AND DECLARE A QUORUM

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

CONSENT AGENDA

(The Consent Agenda includes non-controversial and routine items that the Council may act on with one single vote. Any Council member may pull any item from the Consent Agenda to discuss and act upon individually on the Regular Agenda.)

1. Approve minutes from the February 22, 2021 Special Called Council meeting and the February 25, 2021 regular City Council meeting. (Dianna Barker)
2. Concur with preliminary financials for January 2021. (Jeff Wood)
3. Consider Ordinance 2021-05 changing the current zoning for a parcel of land, consisting of approximately 6.70 acres, located at the northeast intersection of Carlos G. Parker Boulevard and Mallard Lane, from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD). (Tom Yantis)
4. Consider Ordinance 2021-07 repealing the Sundance Planned Development Ordinance 2017-32 and replacing it with the Castlewood South Planned Development on a parcel of land consisting of approximately 69.97 acres, located across from Taylor High School and Avery Glen Subdivision, particularly described as Williamson Central Appraisal District Parcels R331183, R019232, and R019652. (Tom Yantis)
5. Consider Ordinance 2021-08 amending the Subdivision Ordinance related to block dimensions, subdivision layout and related items. (Tom Yantis)
6. Consider modification to the Purchasing Policy (Jeff Wood)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

7. Consider awarding contract for bank depository services. (Jeff Wood)
8. Receive update on Drainage Master Plan. (Dan Franz)
9. Receive a presentation and discuss the recommendations of the alley inventory and maintenance report prepared by HDR. (Tom Yantis)
10. Consider an interlocal agreement with the Capital Area Rural Transportation System (CARTS) related to a grant to prepare a feasibility study for improvements to the Amtrak station in downtown Taylor. (Tom Yantis)
11. Consider appointments and re-appointments to various Boards & Commissions. (Dianna Barker)

The City Council may take action on any executive session item listed on this agenda after they reconvene into regular session.

Executive Session I. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Local Government Code, and the authority contained in Section 551.087 to discuss or deliberate regarding commercial and/or financial information on a business prospect that the City of Taylor, Texas, seeks to have locate, stay, or expand in or near the City of Taylor, Texas, and with which the City of Taylor, Texas, is conducting economic development negotiations and/or deliberate the offer of financial or other incentives to the businessprospect.

- a. Prospect Farm

Executive Session II. The Taylor City Council will conduct a closed executive meeting under Section 551.071 of the Texas Government Code in order to meet with its City Attorney on a matter in which the duty of the Attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas authorize and allow such a closed meeting and which Rules conflict with the Texas Open Meetings Act.

- a. FERMA LLC et. Al. v. City of Taylor

Executive Session III. The Taylor City Council will conduct a closed executive session under 551.074 of the Texas Government Code to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officer or employee.

- a. City Attorney

12. Reconvene into open session and take any action.

ADJOURN

The Council may vote and/or act upon each of the items listed in this Agenda. The Council reserves the right to retire into executive session concerning any of the items listed on this Agenda, whenever it is considered necessary and legally justified under the Open Meetings Act including: Section 551.071 (Consult with attorney); Section 551.072 (Real Property); Section 551.073 (Gifts and Donations); Section 551.074 (Personnel Matters); Section 551.076 (Security Devices); and Section 551.087 (Economic Development). I certify that the notice of meeting was posted in the Taylor City Hall Lobby before 6:00 p.m. on March 8, 2021 and remained posted for at least 72 hours continuously before the scheduled time of said meeting. I further certify that the following news media was notified of this meeting: Taylor Press.

Posted By: Dianna Barker Date 3-8-2021
Dianna Barker, City Clerk



City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☒ Quality of Life
- ☐ Economic Vitality

Agenda Item #: 1

Agenda Title: Approve minutes from the February 22, 2021 Special Called Council meeting and the February 25, 2021 regular City Council meeting

Council Action to be taken: Approve by consent or approve with corrections if needed

Department Submitted: City Clerk

Staff Contact: Dianna Barker

1. PURPOSE/DESCRIPTION

Pursuant to the Open Meetings Law, Chapter 551, Local Government Code and in accordance with the authority contained in Section 551.021 and the City Charter, the Minutes of each City Council meeting must be recorded, compiled and approved by the City Council in subsequent meetings. The purpose of this item is to conform to these legal requirements.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

N/A

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
•	•

4. RECOMMENDATION

Approve as submitted or amend with changes noted.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)
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N/A

8. ATTACHMENTS

- 1a. [February 22, 2021 special called minutes](#)
- 1b. [February 25, 2021 minutes](#)

City of Taylor
Special Called City Council Meeting
Taylor City Hall, Council Chambers, 400 Porter Street
February 22, 2021 at 6:00 p.m. via Video Conference

In order to assist in maintaining the health of Council Members, staff and the public during COVID-19 pandemic, this meeting was held by video conference.

Council Members attending via video: Mayor Brandt Rydell
Council Member Dwayne Ariola
Council Member Robert Garcia
Council Member Mitch Drummond
Mayor Pro-Tem Gerald Anderson

Others attending the Executive Session: Mark Schroeder, Assistant City Attorney
Brian LaBorde, City Manager
Jeff Jenkins, Deputy City Manager
Tom Yantis, Assistant City Manager/Development Services
Director

Mayor Brandt Rydell took a roll call, declared a quorum and called the meeting to order at 6:00p.m.

CITIZENS COMMUNICATION

No citizen communications submitted.

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

1. **Receive, consider and take any appropriate action on an update on public health related matters and concerns pertaining to the Winter Storm Disaster.**

Fire Chief Baum – gave a presentation on the recent winter storm event and the city’s response to the event. The City experienced eight consecutive days of below freezing temperatures with nighttime temperatures in the single digits. The city experienced power outages and disruption of water distribution. The Incident Command System and virtual Emergency Operations Center was implemented. After-action report will be forthcoming. Councilmember Ariola requested answers to a list of questions he would like staff to ask the BRA.

Motion was made by Councilmember Garcia to receive the winter storm disaster update as presented. Motion was seconded by Councilmember Ariola. Motion carried unanimously via roll call vote.

2. **Consideration and possible action to approve Resolution R21-07, ratifying the Disaster Declaration signed February 15, 2021 and consenting to its continuation for a period of more than seven days.**

Brian LaBorde, City Manager - On February 15, 2021 Mayor Rydell declared a local state of disaster for the City due to the severe winter weather conditions experienced by the city. Resolution R21-07 ratifies the Disaster Declaration signed February 15, 2021 by Mayor Rydell and provide consent from the Council to continue the declaration through March 31, 2021, or until the statewide disaster declaration signed by Governor Greg Abbott on February 12, 2021, is terminated, whichever date is later.

Motion was made by Councilmember Garcia to approve Resolution R21-07 extending the disaster declaration through March 31, 2021 or until the statewide disaster declaration signed by Governor

Special Called City Council Meeting Minutes

February 22, 2021

2

Greg Abbott on February 12, 2021 is terminated, whichever date is later. Motion was seconded by Councilmember Ariola. Motion carried unanimously via roll call vote.

ADJOURN

With no further business Mayor Rydell declared the meeting adjourned at 6:32p.m.

ATTEST:

Brandt Rydell, Mayor

Dianna Barker, City Clerk

City of Taylor
Regular City Council Meeting
Taylor City Hall, Council Chambers, 400 Porter Street
February 25, 2021 at 6:00 p.m. via Video Conference

In order to assist in maintaining the health of Council Members, staff and the public during COVID-19 pandemic, this meeting was held by video conference.

Council or staff present in City Hall: No one.

Council Members attending via video: Mayor Brandt Rydell
Council Member Dwayne Ariola
Council Member Mitch Drummond
Mayor Pro-Tem Gerald Anderson
Council Member Robert Garcia

Others attending: Mark Schroeder, Assistant City Attorney
Brian LaBorde, City Manager
Jeff Jenkins, Deputy City Manager
Dianna Barker, City Clerk

Mayor Brandt Rydell conducted a roll call, declared a quorum and called the meeting to order at 6:00p.m.

CITIZENS COMMUNICATION

There were no citizen communications.

CONSENT AGENDA

1. **Approve minutes from the February 11, 2021 City Council meeting.**
2. **Approval of the 2020 TIRZ (Tax Increment Reinvestment Zone Number 1) annual report.**
3. **Consider revision to the Circulation Policy, specifically on Library Card requirements.**
4. **Consider awarding the Construction Contract for the Lift Station Emergency Power Improvements Project to Allied Electrical Services, Inc. (AES).**
5. **Consider Resolution R21-08 cancelling the City Council District 2 race for the May 1, 2021 General Election.**

Councilmember Ariola requested to pull item #3.

Motion was made by Councilmember Drummond to approve consent agenda items 1, 2, 4, and 5 as presented. Motion was seconded by Councilmember Garcia. Motion carried unanimously via roll call vote.

3. **Consider revision to the Circulation Policy, specifically on Library Card requirements.**
Councilmember Ariola asked Library Director Karen Ellis to explain the process for ISD students to obtain a Library card via E-Library Application. Director Ellis also explained 'Overdrive', the provider for E-books.

Motion was made by Councilmember Ariola to approve consent agenda item #3 as presented. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

PUBLIC HEARINGS / ORDINANCES

6. **Hold a public hearing and introduce Ordinance 2021-05 changing the current zoning for a parcel of land, consisting of approximately 6.70 acres, located at the northeast intersection**

of Carlos G. Parker Boulevard and Mallard Lane, from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD).

Tom Yantis, Development Services Director – S&D Plumbing has requested additional permitted land use to allow them to store vehicles and equipment in a screened and secured, outdoor storage yard. The request is inconsistent with the FLUP; however, City Staff deemed it to be a fitting request considering the parcel's proximity to Carlos G. Parker Blvd. and Mallard Ln., as well as adjacent commercial properties which are listed as commercial according to both the Zoning and FLUP maps. The Planning and Zoning Commission recommend approval of the request.

The City Attorney read the caption of the ordinance,

ORDINANCE NO. 2021-05

AN ORDINANCE CHANGING THE ZONING OF PROPERTY DESCRIBED AS APPROXIMATELY 6.70 ACRES, PART OF AND OUT OF WILLIAM J. BAKER SURVEY, ABSTRACT NO. 65, GENERALLY LOCATED AT THE NORTHWEST INTERSECTION OF CARLOS G. PARKER BLVD. AND MALLARD LN. AND MORE PARTICULARLY DESCRIBED AS WILLIAMSON CENTRAL APPRAISAL DISTRICT PARCEL R018623, TAYLOR, WILLIAMSON COUNTY, TEXAS, FROM LOCAL BUSINESS ZONING DISTRICT (B-1) TO GENERAL BUSINESS ZONING DISTRICT WITH A COMMERCIAL PLANNED DEVELOPMENT OVERLAY (B-2/CPD); AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TAYLOR, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

Mayor Rydell opened the public hearing at 6:23pm. With no one appearing, the public hearing was closed at 6:23pm.

First reading. No action taken.

- 7. Hold a public hearing and introduce Ordinance 2021-07 repealing the Sundance Planned Development Ordinance 2017-32 and replacing it with the Castlewood South Planned Development on a parcel of land consisting of approximately 69.97 acres, located across from Taylor High School and Avery Glen Subdivision, particularly described as Williamson Central Appraisal District Parcels R331183, R019232, and R019652.**

Tom Yantis, Development Services Director - The applicant is proposing to repeal and replace the Sundance Planned Development approved by City Council January 11, 2018 with Castlewood South Residential Planned Development to align the development more closely with the Goals of the Comprehensive Plan. The Planning and Zoning Commission recommend approval of the request.

Mayor Rydell opened the public hearing at 6:24pm. With no one appearing, the public hearing was closed at 6:24pm.

The City Attorney read the caption of the ordinance.

ORDINANCE NO. 2021- 07

AN ORDINANCE REPEALING AND REPLACING SUNDANCE PLANNED DEVELOPMENT, ORDINANCE 2017-32; CONSISTING OF APPROXIMATELY 69.97 ACRES OF LAND; LOCATED ACROSS FROM AVERY GLEN SUBDIVISION AND TAYLOR HIGH SCHOOL MORE PARTICULARLY DESCRIBED BY WILLIAMSON CENTRAL APPRAISAL DISTRICT PARCELS R331183, R019232, AND R019652; PART OF AND OUT OF M. DENTLER SURVEY,

ABSTRACT 211, H. & T. B. RR. SURVEY, ABSTRACT 315, AND GEORGE M. REESE SURVEY, ABSTRACT 533, WILLIAMSON COUNTY, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

First reading. No action was taken.

8. Hold a public hearing and introduce Ordinance 2021-08 amending the Subdivision Ordinance related to block dimensions, subdivision layout and related items.

Tom Yantis, Development Services Director - staff has noticed a lack of understanding of the requirements related to the layout of new subdivisions on the part of property owners and their consultants. Changes included adding clarity for the laying out of new neighborhoods, reduction in maximum block length to 600 feet, combined residential and commercial subdivision requirements to reduce redundancy, reduced the maintenance bond requirement from 100% to 10% for consistency with other jurisdictions, and other minor edits. The Planning and Zoning Commission approved a draft red-line of the changes.

Mayor Rydell opened the public hearing at 6:30pm. With no one appearing, the public hearing was closed at 6:31pm.

The City Attorney read the caption of the ordinance.

ORDINANCE NO. 2021-08

AN ORDINANCE AMENDING APPENDIX C – SUBDIVISION ORDINANCE OF THE CITY OF TAYLOR; PROVIDING AN EFFECTIVE DATE; PROVIDING A PENALTY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

First reading. No action was taken.

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

9. Receive the Annual Racial Profiling Report and Presentation.

Henry Fluck, Police Chief - The purpose is to ensure that racial profiling is not occurring by reviewing stops conducted by officers, review of arrests, and review of searches. During 2020 there is no indication that racial profiling has occurred within the Taylor Police Department.

Motion was made by Mayor Pro-Tem Anderson to accept the 2020 Annual Racial Profiling report as presented. Motion was seconded by Councilmember Garcia. Motion carried unanimously via roll call vote.

10. Receive presentation on state of the Taylor Fire Department.

Daniel Baum, Fire Chief – gave a presentation on the fire departments strengths, weaknesses, opportunities, and threats, as well as present priorities to focus on in the coming years.

Mayor Rydell allowed citizen Eric Engelke, Taylor Professional Firefighters, to address Council at this time.

Mr. Engelke, President of Taylor Prof Firefighters Association – Fire Department is in dire need of additional firefighters. Association is in agreement with Chief Baum's recommendations.

Motion was made by Councilmember Ariola to receive the Fire Departments presentation as presented. Motion was seconded by Councilmember Garcia. Motion carried unanimously via roll call vote.

11. Consider approval of submission of a grant application to the Department of Homeland Security – FEMA for FY 2020 Staffing for Adequate Fire and Emergency Response (SAFER) grant program.

Danie Baum, Fire Chief – The Fire Department is seeking approval to submit a grant application for a federal grant program that provides funding to municipalities to hire firefighters with the intent of meeting National Fire Protection Association (NFPA) standards for minimum staffing. If awarded, the SAFER grant will fully fund the salary and benefits of the awarded positions for a three-year period.

Motion was made by Councilmember Garcia to approve the submittal of the grant application. Motion was seconded by Councilmember Ariola. Motion carried unanimously via roll call vote.

Mayor Rydell read the Executive Session items and adjourned into closed session at 7:40pm.

Executive Session I. The Taylor City Council will conduct a closed executive meeting pursuant to the provisions of the Open Meetings Law, Chapter 551, Texas Local Government Code, and the authority contained in Section 551.087 to discuss or deliberate regarding commercial and/or financial information on a business prospect that the City of Taylor, Texas, seeks to have locate, stay, or expand in or near the City of Taylor, Texas, and with which the City of Taylor, Texas, is conducting economic development negotiations and/or deliberate the offer of financial or other incentives to the business prospect.

a. Prospect Farm

Council reconvened into regular/open session at 8:46pm.

ADJOURN

With no further business Mayor Rydell declared the meeting adjourned at 8:46p.m.

ATTEST:

Brandt Rydell, Mayor

Dianna Barker, City Clerk



***City Council Meeting
March 11, 2021
Transmittal Letter***

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☒ Economic Vitality

Agenda Item #: 2

Agenda Title: **Concur with Preliminary Financials for January 2021**

Council Action to be taken: Approve by Consent

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

Article 12, Section 12.3 of the City of Taylor's Charter states in part that the City Manager shall prepare and submit to the City Council a written monthly financial report that is in a form satisfactory with the City Council. This report is intended to satisfy the Charter requirement.

2. STAFF ANALYSIS/BACKGROUND / PRIOR COUNCIL ACTIONS

Council has approved previous monthly financial reports by consent.

The following provides a brief overview on the preliminary status and/or activity of the major funds or groups of funds as of January 31, 2021:

General Fund:

The General Fund is used to account for all financial transactions not properly includable in other funds. The principal sources of revenues include local property taxes, sales and franchise taxes, licenses and permits, fines and forfeitures, and charges for services. Expenditures include general government, public safety, public works, culture and recreation, and community development.

- Revenues in the General Fund are up by \$117,240 or 1.5% over last year's fiscal year-to-date. The majority of revenue collected in January was received through property tax and sales tax. Revenues collected is reported at 53.1% of the budget.
- Property tax collections amount to \$5,510,226 through January. The amount collected represents approximately 73.5% of budgeted property tax revenues. The timing of individual tax payments can vary year-over-year so comparisons to previous years should keep such fluctuations in mind.

- The City's portion of the sales tax collections were \$1,262,794 through January, up by \$93,151 or 8.0% when compared to this same time last year. The payment received in January represents sales that occurred in November. January revenues ended up slightly higher than the previous year and were significantly higher than budgeted.
- Expenditures in the General Fund are down by \$50,016 or 1.0% compared to last year's expenses fiscal year-to-date. Expenditures of 32.6% of budget are at an acceptable level year-to-date when compared to budgeted amounts.
- It should be noted when reviewing the level of revenues over expenditures that the vast majority of budgeted revenues are received in the first half of the year, while expenditures are dispersed more evenly throughout the year. It is common to show a significant budget surplus at mid-year that will regularly decrease over the last six months.

Special Revenue Funds;

The City accounts for resources restricted to, or designated for, specific purposes in special revenue funds.

- The TIF Fund receives the annual transfer in from the City and the County for the captured taxes collected in the district around April of each year. The only other activity reported for revenue is earned interest income of \$171. The expenditures for this fiscal year are related to the gateway signage project, downtown improvements, debt service payments, fire suppression grants and a transfer to the Main Street Fund for façade grants.
- Hotel Occupancy Tax collections from the six lodging providers are recorded monthly, but the 380 Agreement payment is distributed quarterly. The timing of the 380 Agreement payment can skew the monthly report and may result in the fund being reflected in a more positive position than is actually the case. Hotel Occupancy Tax collections are reported at \$46,708 fiscal year-to-date, of which \$11,401 was collected in January. January's collection was \$2,020 less than January 2020, and year-to-date HOT collections are \$17,744 (-27.5%) less than FY2020. The new hotel's market share accounts for approximately two-thirds of HOT collections. Although the new hotel has had a positive effect on total HOT collections since it opened, the recent data shows that its expanding market share is having a more negative impact on net HOT collections. HOT collections have also been impacted by COVID-19.

Expenditures consist of \$8,758 as a pass through to the Chamber, but will also include expenditures for our marketing partnership, 380 Agreement, and a transfer to the Main Street Fund to be used for advertising.

- Main Street revenues reported during the year are from sales and other fund-raising activities. Expenditures are for rental assistance, advertising, city sponsored events and façade grants.

- Municipal Court Special Revenues total \$3,747, which is 22.0% of budget. Expenditures from this fund are for security work and technology at the Municipal Court.
- Library Donation Fund reflects revenues generated from interest income of \$80 and \$220 in donations. Year-to-date there has been \$3,000 spent on books from this fund.
- Transportation User Fee (TUF) Fund – User fees collected in January are reported at \$68,056. Expenditures are associated with engineering cost, the cost of the work done for street maintenance and debt service payment transfers. Expenditures also reflect the use of debt proceeds that were received and recorded in previous fiscal years.
- Municipal Drainage Utility System (MDUS) Fund – Drainage fees collected in January are reported at \$42,494. Expenditures are related to the administrative fee transfer to the General Fund, engineering expenses, and debt service payment transfers. Expenditures may also reflect the use of debt proceeds that were received and recorded in previous fiscal years.

Enterprise Funds:

The City maintains several Enterprise funds, which are used to account for operations that are more reflective of business-type activities. All activities associated with providing such services are accounted for in these funds. Enterprise funds are primarily funded by user charges and fees.

Sanitation Fund

- Revenues from franchise fees and user charges for services in January are reported at \$153,159. The City contracts its solid waste collection service and expenditures represent the payment to the City's solid waste provider. January's cost for solid waste collection services is \$139,885.

Utility Fund

- Revenues through January totaled \$3,306,040, which includes \$3,262,182 in charges for service. User charges are up \$602,301 compared to the same period last year. Expenditures fiscal year-to-date total \$2,710,618 compared to \$3,103,605 a year ago. Year-to-year comparisons in the Utility Fund reflect differences in billing and usage, and such differences can be caused by several factors that can vary throughout the year. This should be kept in mind when comparing individual time periods.
- The Utility Fund is operating at an acceptable level when compared to budgeted amounts for this period of the fiscal year.

Airport Fund

- Revenues consist of airport hangar rental, sale of fuel and interest income. Hangar rental is reported at \$74,397 and revenues from fuel sales are \$50,387. Total revenues for the current fiscal year are down by \$21,360, or 14.7% compared to the previous year. The revenues from the sale of fuel have been impacted by COVID-19.
- The Airport Fund expenditures are in-line with budgeted amounts with revenues exceeding expenditures by \$6,615.

Cemetery Fund

- Revenues are reported at \$64,283 and are 35.9% of budgeted amounts. Revenues are dependent on the number of lots sold and graves dug, and both of these sources can be variable.
- Expenditures total \$83,537, which represents 39.4% of budgeted amounts.
- Expenditures exceed revenues by \$19,254.

Other Funds:

- Roadway Impact Fund – There was \$11,760 in revenues collected in January. Budgeted expenditures in this fund are related to the Comprehensive Plan update.
- Utility Impact Fund – There were \$73,500 in revenues collected in January. Expenditures are budgeted for the Comprehensive Plan update.

Internal Service Funds:

Internal Service Funds are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for the maintenance and purchase of equipment.

- The Fleet Operating Fund charges rental fees and replacement fees to the various City departments and these fees are used to off-set the expenditures for repairs and maintenance to the City's vehicles. This same concept is applied to the Fleet Replacement Fund for the purpose of purchasing vehicles.
- Expenditures in the Fleet Operating Fund are operating as anticipated.
- The Fleet Replacement Fund reflects expenditures that includes capital lease payments for purchases are made either monthly, quarterly or annually throughout the year. Expenditures also reflect cash purchases for equipment and vehicles made on behalf of the other funds.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Monthly financial reports provide Council with a snapshot of each fund along with a summary of the financial activity that occurred during the month. • Updated financial information can assist Council with their decision-making process.	

4. RECOMMENDATION

Concur with the preliminary monthly financial report by consent

5. FUNDING SOURCE

N/A

6. TIMELINE

Immediate consideration

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

2a. [Monthly Financial Report for January 2021:](#)

- **Attachment A:** Preliminary summaries of the total amounts of revenues and expenditures year-to-date.
- **Attachment B:** Preliminary financial summaries for the governmental and proprietary funds. This shows annual budgeted amounts and the year-to-date figures for each fund by the major revenues and expenditures categories.
- **Attachment C:** Checks issued during the month.
- **Attachment D:** Balance sheets for each of the governmental and proprietary funds.
- **Attachment E:** Sales Tax Tracking Report.
- **Attachment F:** Monthly Investment Report Issued by Patterson & Associates.



**Monthly Finance Report as of :
January 2021**

City of Taylor
400 Porter Street
Taylor, TX 76574

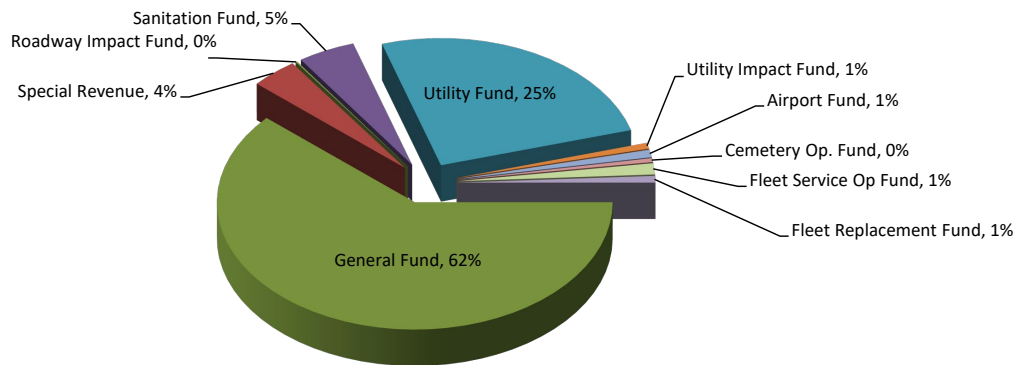
Attachment A

Financial Summary

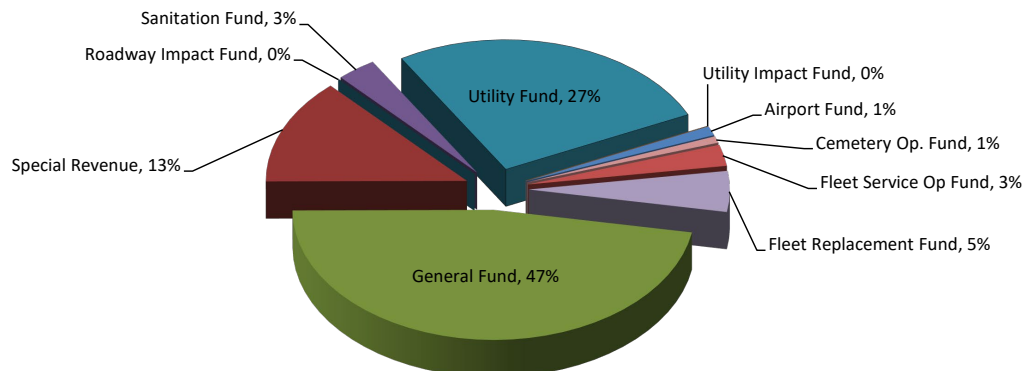
Summary Revenue/Expenditures
Preliminary Year-to-Date as of January 31, 2021

	Revenue			Expenditures			
	Annual Budget	Actual Y-T-D	% of Budget	Annual Budget	Actual Y-T-D	% of Budget	Surplus/Deficit
General Fund	\$ 15,106,982	\$ 8,017,848	53%	\$ 15,106,113	\$ 4,776,788	32%	\$ 3,241,060
Special Revenue Funds							
- Tax Increment Fund (TIF)	\$ 337,500	\$ 171	0%	\$ 411,132	\$ 198,407	48%	(198,236)
- Hotel/Motel Tax	\$ 205,000	\$ 46,708	23%	\$ 205,000	\$ 13,866	7%	32,842
- Main St. Revenue	\$ 107,100	\$ 11,590	11%	\$ 97,650	\$ 10,870	11%	720
- Municipal Court Sec/Tech	\$ 17,000	\$ 3,747	22%	\$ 10,212	\$ 7,775	76%	(4,029)
- Library Grants/Donations	\$ 5,300	\$ 300	6%	\$ 5,000	\$ 3,000	60%	(2,700)
- Transportation Fund (TUF)	\$ 793,000	\$ 272,142	34%	\$ 761,719	\$ 987,689	130%	(715,547)
- MDUS	\$ 501,000	\$ 168,250	34%	\$ 490,400	\$ 114,956	23%	53,293
Special Rev Funds Total	\$ 1,965,900	\$ 502,907	26%	\$ 1,981,113	\$ 1,336,563	67%	(833,656)
Enterprise Funds							
- Sanitation Fund	\$ 1,843,000	\$ 611,416	33%	\$ 1,821,700	\$ 322,328	18%	289,089
- Utility Fund	\$ 10,245,500	\$ 3,306,040	32%	\$ 10,000,242	\$ 2,710,618	27%	595,422
- Airport Fund	\$ 426,700	\$ 124,385	29%	\$ 426,342	\$ 117,770	28%	6,615
- Cemetery Op. Fund	\$ 179,000	\$ 64,283	36%	\$ 211,853	\$ 83,537	39%	(19,254)
Roadway Impact Fund	\$ 35,000	\$ 14,625	42%	30,000	-	0%	14,625
Utility Impact Fund	\$ 250,000	\$ 97,500	39%	125,000	-	0%	97,500
Fleet Service Operating Fund	\$ 701,808	\$ 184,919	26%	\$ 691,877	\$ 267,971	39%	(83,052)
Fleet Replacement Fund	\$ 416,355	\$ 109,947	26%	\$ 408,355	\$ 514,647	126%	(404,700)
Total	\$ 32,464,245	\$ 13,033,871	40%	\$ 32,054,714	\$ 10,130,222	32%	\$ 2,903,649

Total Revenue Summary (\$13,033,871)



Total Expenditure Summary (\$10,130,222)



Attachment B

Financial Statements by Fund

General Fund

Tax Increment Financing Fund

Hotel Occupancy Tax Fund

Main Street Fund

Municipal Court Special Fee Fund

Library Grant/Donations Fund

Roadway Impact Fee Fund

Transportation User Fee Fund

Municipal Drainage Utility System Fund

Sanitation Fund

Public Utilities Fund

Utility Impact Fund

Airport Fund

Cemetery Operating Fund

Fleet Services Operating Fund

Fleet Replacement Fund

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

100-GENERAL FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
310-TAXES		11,612,000.00	2,225,164.20	6,937,118.74	59.74	0.00	4,674,881.26
320-PERMITS AND LICENSES		494,800.00	255,665.67	326,230.16	65.93	0.00	168,569.84
330-INTERGOVERNMENTAL REV		196,600.00	0.00	16,500.00	8.39	0.00	180,100.00
340-CHARGES FOR SERVICES		272,400.00	22,476.60	83,233.33	30.56	0.00	189,166.67
410-FINES AND FORFEITURES		266,500.00	13,460.23	40,823.22	15.32	0.00	225,676.78
420-ASSESSMENTS		13,000.00	100,336.51	101,315.97	779.35	0.00	(88,315.97)
430-USE OF MONEY AND PROP		231,000.00	3,282.64	18,370.48	7.95	0.00	212,629.52
440-DONATIONS FROM PRIVAT		12,500.00	120.00	2,844.30	22.75	0.00	9,655.70
450-INTERFUND OPERATING T		2,008,182.00	0.00	491,412.10	24.47	0.00	1,516,769.90
460-PROCEEDS GEN FIXED AS		0.00	0.00	0.00	0.00	0.00	0.00
470-PROCEEDS GEN LONG TER		0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL REVENUES ***		15,106,982.00	2,620,505.85	8,017,848.30	53.07	0.00	7,089,133.70
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
500-CITY COUNCIL		195,588.00	7,683.41	91,314.79	46.69	0.00	104,273.21
501-CITY MANAGEMENT		668,015.00	53,290.29	192,209.97	28.77	0.00	475,805.03
503-PUBLIC INFORMATION		196,018.00	31,408.10	68,993.20	35.20	0.00	127,024.80
504-HUMAN RESOURCES		236,632.00	19,586.54	80,915.70	34.19	0.00	155,716.30
512-FINANCIAL SERVICES		603,991.00	33,682.33	152,561.48	25.26	0.00	451,429.52
516-MUNICIPAL COURT		404,147.00	22,535.19	100,056.55	24.76	0.00	304,090.45
522-DEVELOPMENT SERVICES		1,037,671.00	71,180.36	356,988.82	37.64	33,550.00	647,132.18
524-MAIN STREET PROGRAM		112,655.00	6,715.81	26,941.08	23.91	0.00	85,713.92
527-MOODY MUSEUM		9,895.00	131.65	1,540.21	15.57	0.00	8,354.79
532-PUBLIC LIBRARY		476,966.00	27,742.46	132,152.66	31.16	16,478.23	328,335.11
542-FIRE SUPPRESSION/EMER		2,647,342.00	158,299.37	988,485.33	38.47	30,010.50	1,628,846.17
552-POLICE FIELD SERVICES		4,005,311.00	281,552.96	1,279,294.28	32.10	6,240.58	2,719,776.14
558-ANIMAL CONTROL SECTIO		224,561.00	17,475.94	70,134.97	31.23	0.00	154,426.03
563-STREET & GROUND MAIN		1,705,624.00	123,430.35	532,601.04	31.23	0.00	1,173,022.96
565-PARKS & RECREATION		1,041,308.00	39,832.26	245,572.08	24.14	5,750.00	789,985.92
566-INTERNAL SVCS/BLDG		497,746.00	32,875.37	149,078.69	33.64	18,383.00	330,284.31
573-ENGINEERING & INSPECT		150,000.00	15,882.92	43,805.19	29.20	0.00	106,194.81
575-INTERNAL SVC/IT DEPT		263,243.00	17,325.75	74,594.37	28.34	0.00	188,648.63
592-NON-DEPARTMENTAL		629,400.00	53,025.09	189,548.06	35.39	33,194.28	406,657.66
*** TOTAL EXPENDITURES ***		15,106,113.00	1,013,656.15	4,776,788.47	32.57	143,606.59	10,185,717.94
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		869.00	1,606,849.70	3,241,059.83	438.81	(143,606.59)	(3,096,584.24)
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

119-TIF (TAX INCREMENT FUND)
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
310-TAXES		220,000.00	0.00	0.00	0.00	0.00	220,000.00
330-INTERGOVERNMENTAL REV		113,000.00	0.00	0.00	0.00	0.00	113,000.00
430-USE OF MONEY AND PROP		<u>4,500.00</u>	<u>17.52</u>	<u>171.18</u>	<u>3.80</u>	<u>0.00</u>	<u>4,328.82</u>
*** TOTAL REVENUES ***		337,500.00	17.52	171.18	0.05	0.00	337,328.82
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
520-TIF EXPENSES		<u>411,132.00</u>	<u>183.83</u>	<u>198,406.73</u>	<u>48.26</u>	<u>0.00</u>	<u>212,725.27</u>
*** TOTAL EXPENDITURES ***		411,132.00	183.83	198,406.73	48.26	0.00	212,725.27
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		(73,632.00)	(166.31)	(198,235.55)	269.22	0.00	124,603.55
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

120-HOTEL/MOTEL FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
310-TAXES		205,000.00	10,401.49	46,708.32	22.78	0.00	158,291.68
420-ASSESSMENTS		0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		205,000.00	10,401.49	46,708.32	22.78	0.00	158,291.68
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
612-HOTEL/MOTEL TAX		<u>205,000.00</u>	<u>0.00</u>	<u>13,866.19</u>	<u>6.76</u>	<u>0.00</u>	<u>191,133.81</u>
*** TOTAL EXPENDITURES ***		205,000.00	0.00	13,866.19	6.76	0.00	191,133.81
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		0.00	10,401.49	32,842.13	0.00	0.00	(32,842.13)
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

123-MAIN STREET REVENUE FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-	INTERGOVERNMENTAL REV	17,000.00	0.00	0.00	0.00	0.00	17,000.00
430-	USE OF MONEY AND PROP	0.00	0.00	0.00	0.00	0.00	0.00
440-	DONATIONS FROM PRIVAT	50,500.00	1,620.00	1,690.00	3.35	0.00	48,810.00
450-	INTERFUND OPERATING T	<u>39,600.00</u>	<u>0.00</u>	<u>9,900.00</u>	<u>25.00</u>	<u>0.00</u>	<u>29,700.00</u>
***	TOTAL REVENUES ***	107,100.00	1,620.00	11,590.00	10.82	0.00	95,510.00
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
615-	CONTRIBUTE TO CIVIC P	<u>97,650.00</u>	<u>217.15</u>	<u>10,869.60</u>	<u>11.13</u>	<u>0.00</u>	<u>86,780.40</u>
***	TOTAL EXPENDITURES ***	97,650.00	217.15	10,869.60	11.13	0.00	86,780.40
		=====	=====	=====	=====	=====	=====
***	TOTAL PROFIT / (LOSS) ***	9,450.00	1,402.85	720.40	7.62	0.00	8,729.60
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

125-MUNICIPAL CRT SPECIAL FEE
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
410-FINES AND FORFEITURES		17,000.00	1,103.92	3,746.59	22.04	0.00	13,253.41
450-INTERFUND OPERATING T		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		17,000.00	1,103.92	3,746.59	22.04	0.00	13,253.41
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
625-MUNICIPAL COURT BLDG		10,212.00	0.00	240.33	2.35	0.00	9,971.67
626-MUNICIPAL CRT TECHNO		0.00	0.00	0.00	0.00	7,671.00	(7,671.00)
627-MUN COURT JUDICIAL		<u>0.00</u>	<u>1,789.20</u>	<u>7,534.80</u>	<u>0.00</u>	<u>0.00</u>	<u>(7,534.80)</u>
*** TOTAL EXPENDITURES ***		10,212.00	1,789.20	7,775.13	151.25	7,671.00	(5,234.13)
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		6,788.00	(685.28)	(4,028.54)	172.36-	(7,671.00)	18,487.54
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

129-LIBRARY GRANT/DONATION
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-	INTERGOVERNMENTAL REV	1,000.00	0.00	0.00	0.00	0.00	1,000.00
430-	USE OF MONEY AND PROP	4,000.00	13.99	79.73	1.99	0.00	3,920.27
440-	DONATIONS FROM PRIVAT	<u>300.00</u>	<u>200.00</u>	<u>220.00</u>	<u>73.33</u>	<u>0.00</u>	<u>80.00</u>
***	TOTAL REVENUES ***	5,300.00	213.99	299.73	5.66	0.00	5,000.27
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
624-	LIBRARY	<u>5,000.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>167.90</u>	<u>5,395.00</u>	<u>(3,395.00)</u>
***	TOTAL EXPENDITURES ***	5,000.00	0.00	3,000.00	167.90	5,395.00	(3,395.00)
		=====	=====	=====	=====	=====	=====
***	TOTAL PROFIT / (LOSS) ***	300.00	213.99	(2,700.27)	698.42-	(5,395.00)	8,395.27
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

200-ROADWAY IMPACT FEE FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
420-	ASSESSMENTS	<u>35,000.00</u>	<u>11,760.00</u>	<u>14,625.00</u>	<u>41.79</u>	<u>0.00</u>	<u>20,375.00</u>
***	TOTAL REVENUES ***	<u>35,000.00</u>	<u>11,760.00</u>	<u>14,625.00</u>	<u>41.79</u>	<u>0.00</u>	<u>20,375.00</u>
<u>EXPENDITURE SUMMARY</u>							
631-	ROADWAY IMPACT FEE	<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.23</u>	<u>1,870.00</u>	<u>28,130.00</u>
***	TOTAL EXPENDITURES ***	<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.23</u>	<u>1,870.00</u>	<u>28,130.00</u>
***	TOTAL PROFIT / (LOSS) ***	<u>5,000.00</u>	<u>11,760.00</u>	<u>14,625.00</u>	<u>255.10</u>	<u>(1,870.00)</u>	<u>(7,755.00)</u>

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

210-TRANSPORTATION FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
340-	CHARGES FOR SERVICES	790,000.00	68,055.67	271,322.35	34.34	0.00	518,677.65
430-	USE OF MONEY AND PROP	3,000.00	120.33	819.17	27.31	0.00	2,180.83
470-	PROCEEDS GEN LONG TER	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
***	TOTAL REVENUES ***	793,000.00	68,176.00	272,141.52	34.32	0.00	520,858.48
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
632-	TRANSPORTATION	<u>761,719.00</u>	<u>207,180.78</u>	<u>987,688.90</u>	<u>129.67</u>	<u>0.00</u>	<u>(225,969.90)</u>
***	TOTAL EXPENDITURES ***	761,719.00	207,180.78	987,688.90	129.67	0.00	(225,969.90)
		=====	=====	=====	=====	=====	=====
***	TOTAL PROFIT / (LOSS) ***	31,281.00	(139,004.78)	(715,547.38)	287.48-	0.00	746,828.38
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

300-MUNICIPAL DRAINAGE UTILIT
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-INTERGOVERNMENTAL REV		0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES		501,000.00	42,494.11	168,249.59	33.58	0.00	332,750.41
430-USE OF MONEY AND PROP		0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS		0.00	0.00	0.00	0.00	0.00	0.00
470-PROCEEDS GEN LONG TER		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		501,000.00 =====	42,494.11 =====	168,249.59 =====	33.58 =====	0.00 =====	332,750.41 =====
<u>EXPENDITURE SUMMARY</u>							
750-MUNICIPAL DRAINAGE		<u>490,400.00</u>	(<u>6.30</u>)	<u>114,956.10</u>	<u>23.44</u>	<u>0.00</u>	<u>375,443.90</u>
*** TOTAL EXPENDITURES ***		490,400.00 =====	(6.30) =====	114,956.10 =====	23.44 =====	0.00 =====	375,443.90 =====
*** TOTAL PROFIT / (LOSS) ***		10,600.00 =====	42,500.41 =====	53,293.49 =====	502.77 =====	0.00 =====	(42,693.49) =====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

320-SANITATION FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
310-TAXES		200,000.00	13,759.44	54,910.10	27.46	0.00	145,089.90
340-CHARGES FOR SERVICES		<u>1,643,000.00</u>	<u>139,399.99</u>	<u>556,506.38</u>	<u>33.87</u>	<u>0.00</u>	<u>1,086,493.62</u>
*** TOTAL REVENUES ***		<u>1,843,000.00</u>	<u>153,159.43</u>	<u>611,416.48</u>	<u>33.18</u>	<u>0.00</u>	<u>1,231,583.52</u>
<u>EXPENDITURE SUMMARY</u>							
721-SANITATION/GARBAGE		<u>1,821,700.00</u>	<u>(183.94)</u>	<u>322,327.90</u>	<u>17.69</u>	<u>0.00</u>	<u>1,499,372.10</u>
*** TOTAL EXPENDITURES ***		<u>1,821,700.00</u>	<u>(183.94)</u>	<u>322,327.90</u>	<u>17.69</u>	<u>0.00</u>	<u>1,499,372.10</u>
*** TOTAL PROFIT / (LOSS) ***		<u>21,300.00</u>	<u>153,343.37</u>	<u>289,088.58</u>	<u>357.22</u>	<u>0.00</u>	<u>(267,788.58)</u>

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

340-PUBLIC UTILITIES FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
320-PERMITS AND LICENSES		1,000.00	0.00	0.00	0.00	0.00	1,000.00
330-INTERGOVERNMENTAL REV		0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES		10,019,500.00	823,855.52	3,262,182.39	32.56	0.00	6,757,317.61
420-ASSESSMENTS		65,000.00	9,313.94	18,866.82	29.03	0.00	46,133.18
430-USE OF MONEY AND PROP		158,500.00	5,633.00	23,942.13	15.11	0.00	134,557.87
450-INTERFUND OPERATING T		0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS		1,500.00	24.68	1,048.91	69.93	0.00	451.09
470-PROCEEDS GEN LONG TER		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		10,245,500.00	838,827.14	3,306,040.25	32.27	0.00	6,939,459.75
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
701-UTILITIES ADMINISTRAT		447,735.00	32,290.26	145,977.21	32.60	0.00	301,757.79
706-WASTEWATER TREATMENT		678,235.00	61,019.05	267,335.91	39.62	1,350.00	409,549.09
708-UTILITY DISTRIBUTION/		1,684,396.00	90,315.60	524,092.34	35.24	69,406.29	1,090,897.37
709-UTILITIES NON-DEPARTM		<u>7,189,876.00</u>	<u>180,011.40</u>	<u>1,773,212.36</u>	<u>24.66</u>	<u>83.60</u>	<u>5,416,580.04</u>
*** TOTAL EXPENDITURES ***		10,000,242.00	363,636.31	2,710,617.82	27.81	70,839.89	7,218,784.29
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		245,258.00	475,190.83	595,422.43	213.89	(70,839.89)	(279,324.54)
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

345-UTILITY IMPACT FEE FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
340-	CHARGES FOR SERVICES	<u>250,000.00</u>	<u>73,500.00</u>	<u>97,500.00</u>	<u>39.00</u>	<u>0.00</u>	<u>152,500.00</u>
***	TOTAL REVENUES ***	250,000.00 =====	73,500.00 =====	97,500.00 =====	39.00 =====	0.00 =====	152,500.00 =====
<u>EXPENDITURE SUMMARY</u>							
592-	NON-DEPARTMENTAL	<u>125,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100.00</u>	<u>125,000.00</u>	<u>0.00</u>
***	TOTAL EXPENDITURES ***	125,000.00 =====	0.00 =====	0.00 =====	100.00 =====	125,000.00 =====	0.00 =====
***	TOTAL PROFIT / (LOSS) ***	125,000.00 =====	73,500.00 =====	97,500.00 =====	22.00- =====	(125,000.00) =====	152,500.00 =====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

350-AIRPORT FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-INTERGOVERNMENTAL REV		4,000.00	0.00	(743.82)	18.60-	0.00	4,743.82
340-CHARGES FOR SERVICES		410,700.00	31,051.11	124,784.32	30.38	0.00	285,915.68
420-ASSESSMENTS		0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP		12,000.00	64.60	344.45	2.87	0.00	11,655.55
440-DONATIONS FROM PRIVAT		0.00	0.00	0.00	0.00	0.00	0.00
450-INTERFUND OPERATING T		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		426,700.00 =====	31,115.71 =====	124,384.95 =====	29.15 =====	0.00 =====	302,315.05 =====
<u>EXPENDITURE SUMMARY</u>							
732-AIRPORT OPERATIONS DE		<u>426,342.00</u>	<u>19,783.99</u>	<u>117,770.37</u>	<u>28.40</u>	<u>3,295.00</u>	<u>305,276.63</u>
*** TOTAL EXPENDITURES ***		426,342.00 =====	19,783.99 =====	117,770.37 =====	28.40 =====	3,295.00 =====	305,276.63 =====
*** TOTAL PROFIT / (LOSS) ***		358.00 =====	11,331.72 =====	6,614.58 =====	927.26 =====	(3,295.00) =====	(2,961.58) =====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

370-CEMETERY OPERATING FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-	INTERGOVERNMENTAL REV	0.00	0.00	0.00	0.00	0.00	0.00
340-	CHARGES FOR SERVICES	96,000.00	6,543.00	17,030.00	17.74	0.00	78,970.00
420-	ASSESSMENTS	0.00	0.00	15,643.58	0.00	0.00	(15,643.58)
430-	USE OF MONEY AND PROP	1,000.00	150.00	437.00	43.70	0.00	563.00
440-	DONATIONS FROM PRIVAT	0.00	0.00	0.00	0.00	0.00	0.00
450-	INTERFUND OPERATING T	12,000.00	0.00	213.15	1.78	0.00	11,786.85
460-	PROCEEDS GEN FIXED AS	<u>70,000.00</u>	<u>11,840.40</u>	<u>30,959.10</u>	<u>44.23</u>	<u>0.00</u>	<u>39,040.90</u>
***	TOTAL REVENUES ***	<u>179,000.00</u>	<u>18,533.40</u>	<u>64,282.83</u>	<u>35.91</u>	<u>0.00</u>	<u>114,717.17</u>
<u>EXPENDITURE SUMMARY</u>							
761-	CEMETERY OPERATING DE	<u>211,853.00</u>	<u>16,393.05</u>	<u>83,536.71</u>	<u>39.43</u>	<u>0.00</u>	<u>128,316.29</u>
***	TOTAL EXPENDITURES ***	<u>211,853.00</u>	<u>16,393.05</u>	<u>83,536.71</u>	<u>39.43</u>	<u>0.00</u>	<u>128,316.29</u>
***	TOTAL PROFIT / (LOSS) ***	<u>(32,853.00)</u>	<u>2,140.35</u>	<u>(19,253.88)</u>	<u>58.61</u>	<u>0.00</u>	<u>(13,599.12)</u>

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

382-FLEET SERVICES OPERATING
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
340-CHARGES FOR SERVICES		698,808.00	0.00	174,240.00	24.93	0.00	524,568.00
420-ASSESSMENTS		3,000.00	9,225.72	10,572.75	352.43	0.00	(7,572.75)
430-USE OF MONEY AND PROP		0.00	0.00	106.70	0.00	0.00	(106.70)
450-INTERFUND OPERATING T		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		701,808.00	9,225.72	184,919.45	26.35	0.00	516,888.55
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
517-FLEET SERVICES		<u>691,877.00</u>	<u>65,566.64</u>	<u>267,970.99</u>	<u>44.95</u>	<u>43,058.58</u>	<u>380,847.43</u>
*** TOTAL EXPENDITURES ***		691,877.00	65,566.64	267,970.99	44.95	43,058.58	380,847.43
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		9,931.00	(56,340.92)	(83,051.54)	269.86-	(43,058.58)	136,041.12
		=====	=====	=====	=====	=====	=====

C I T Y O F T A Y L O R
FINANCIAL STATEMENT
AS OF: JANUARY 31ST, 2021

384-FLEET REPLACEMENT FUND
FINANCIAL SUMMARY

ACCT #	ACCOUNT NAME	ANNUAL BUDGET	CURRENT PERIOD	Y-T-D ACTUAL	% OF BUDGET	Y-T-D ENCUMB.	BUDGET BALANCE
<u>REVENUE SUMMARY</u>							
330-INTERGOVERNMENTAL REV		0.00	0.00	0.00	0.00	0.00	0.00
340-CHARGES FOR SERVICES		408,355.00	0.00	102,089.00	25.00	0.00	306,266.00
420-ASSESSMENTS		0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP		5,000.00	19.52	115.15	2.30	0.00	4,884.85
450-INTERFUND OPERATING T		0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS		3,000.00	0.00	7,742.50	258.08	0.00	(4,742.50)
470-PROCEEDS GEN LONG TER		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL REVENUES ***		416,355.00 =====	19.52 =====	109,946.65 =====	26.41 =====	0.00 =====	306,408.35 =====
<u>EXPENDITURE SUMMARY</u>							
518-EQUIPMENT REPLACEMENT		<u>408,355.00</u>	<u>94,934.94</u>	<u>514,646.74</u>	<u>168.68</u>	<u>174,179.46</u>	<u>(280,471.20)</u>
*** TOTAL EXPENDITURES ***		408,355.00 =====	94,934.94 =====	514,646.74 =====	168.68 =====	174,179.46 =====	(280,471.20) =====
*** TOTAL PROFIT / (LOSS) ***		8,000.00 =====	(94,915.42) =====	(404,700.09) =====	235.99- =====	(174,179.46) =====	586,879.55 =====

Attachment C

COUNCIL REPORT

CHECKS POSTED IN JANUARY 2021

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	AFLAC	AFLAC JAN. 2021 INV	1,886.44
		AT&T	LOCAL REIMB/REFUND	0.00
		CLIFFORD, PENNY CHRISTINE c/o TX CHILD	CAUSE # 12-1678-FC4	253.20
			CAUSE # 12-1678-FC4	253.20
		PO HOLDING LLC DBA/DISCOVERY BENEFITS	38705	332.48
			38705	353.31
		DEBORAH B LANGEHENNING	SHELTON CASE NO. 18-11452	936.46
			SHELTON CASE NO. 18-11452	936.46
		HERRERA, EDITH D %ARIZONA SUPPORT PAYM	VINCENT CLIFFORD CS FOR DE	237.46
			VINCENT CLIFFORD CS FOR DE	237.46
		LOPEZ, SHUREEM	01-0436 D AVILES CHILD SUP	26.31
			01-0436 D AVILES CHILD SUP	26.31
		MC CREARY, VESELKA, BRAGG & ALLEN PC	DEC 2020 CC FEES	646.55
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	2,206.25
			NATIONWIDE CONTRIBUTIONS	2,256.25
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL DEC 2020	225.30
		SHOAF, DA'SHINIQUE SHI'JUAN	STEPHPHONE JONES	128.31
			STEPHPHONE JONES	128.31
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	23,738.60
			FEDERAL WITHHOLDING	23,868.44
			FICA CONTRIBUTIONS AND MAT	16,672.60
			FICA CONTRIBUTIONS AND MAT	17,018.88
			MEDICARE CONTRIB AND MATCH	3,899.25
			MEDICARE CONTRIB AND MATCH	3,980.23
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TEDC TMRS CONT JAN 2021	3,362.26
			TMRS CONTRIBUTIONS	19,590.55
			TMRS CONTRIBUTIONS	19,989.21
		UNITED WAY OF WILLIAMSON COUNTY	UNITED WAY CONTRIBUTIONS	70.00
			UNITED WAY CONTRIBUTIONS	75.00
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	1,031.26
		TAYLOR PROFESSIONAL FIREFIGHTER ASSOCI	ACCT #2091015 TAYLOR FF AS	439.00
		KIRK, SARA DENISE	01-0282 SHANE NEWELL CHILD	138.46
			01-0282 SHANE NEWELL CHILD	138.46
		LOPEZ, NANCY C/O TX CHILD SUPPORT SDU	D1FM10000631	227.26
			D1FM10000631	227.26
		ICMA-RC PLAN SPONSOR SERVICES	ICMA-RC CONTRIBUTIONS	1,047.69
			ICMA-RC CONTRIBUTIONS	1,047.69
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	253.80
			TOTAL:	147,885.96
CITY COUNCIL	GENERAL FUND	LLOYD GOSSELINK ROCHELLE & TOWNSEND, P	PROFESSIONAL SERVICES	168.00
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	287.00
		VERIZON WIRELESS	CELL PHONE	200.00
		VISTA PRINT	BUSINESS CARDS-K. DUBEE	87.67
		UNIVERSE TECHNICAL TRANSLATION INC	TRANSLATION	65.00
			MAY ELECTION RESOLUTION	215.74
		HEJL & SCHROEDER, P.C.	LEGAL SERVICES DEC 2020	6,660.00
			TOTAL:	7,683.41
CITY MANAGEMENT	GENERAL FUND	BARKER, DIANNA	REIMBURSE PRINTER INK FOR	85.21
		DEE'S BOUTIQUE & FLORIST	SANFORD-EX FIRE CHIEF, FUN	102.77
		HEB CREDIT RECEIVABLES	GIFTCARDS-ST,GR,CEM,PKS,W\	660.00
		MARIACHIS DE JALISCO #3	AGENDA UPDATE WITH MAYOR	19.45
			BKFST-COUNCILMAN GARCIA 9/	20.36
		OFFICE DEPOT CORPORATION	LABELER	84.99
			HANGING FOLDERS	15.25

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PLOWMAN'S KITCHEN	EMPL CHRISTMAS LUNCHEON-CO	60.60
		RABA KISTNER, INC.	4TH ST. EVALUATION - LITIG	3,500.00
		RICK ROBINSON, INC.	COUNCIL RETREAT PREP	3,400.00
		ROJAS TACOS	AGENDA UPDATE-ANDERSON, LAB	14.91
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,104.37
			FICA CONTRIBUTIONS AND MAT	1,039.89
			MEDICARE CONTRIB AND MATCH	258.28
			MEDICARE CONTRIB AND MATCH	243.20
		TEXAS MUNICIPAL LEAGUE	TCMA DUES- J. JENKINS	414.00
			2020 TML ECON DEV VIRTUAL	380.00
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	274.22
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,467.56
			TMRS CONTRIBUTIONS	2,327.58
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	93.76
		VERIZON WIRELESS	CELL PHONE	200.00
		LUIGI'S ITALIAN RESTAURANT	PD CHRISTMAS MEAL X40 12/2	336.00
		THRALL COUNTRY DINER	EMPLOYEE APPREC LUNCHESES	360.00
		DAVIS GROCERY & BBQ	CHRISTMAS LUNCHEON	159.75
			EMPLOYEE APPRECIATION LUNC	42.47
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	JAN 2021 XWC7845 CONTRACT	55.28
		LOPEZ, ROCIO	SYMPATHY CARDS	12.99
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	23.36
			TOTAL:	17,756.25
PUBLIC INFORMATION	GENERAL FUND	CIVIC PLUS	ANNUAL FEE WEBSITE HOSTING	12,697.04
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	3,402.40
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	125.90
			FICA CONTRIBUTIONS AND MAT	125.90
			MEDICARE CONTRIB AND MATCH	29.44
			MEDICARE CONTRIB AND MATCH	29.44
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	40.44
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	273.32
			TMRS CONTRIBUTIONS	273.32
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	12.04
		VERIZON WIRELESS	CELL PHONE	100.00
		SWAGIT PRODUCTIONS, LLC	JAN 21 STREAMING	695.00
		ACCELA INC.	ANNUAL RENEWAL	9,551.90
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	3.96
			TOTAL:	27,360.10
HUMAN RESOURCES	GENERAL FUND	PO HOLDING LLC DBA/DISCOVERY BENEFITS	FSA- JAN 21	50.00
		HEB CREDIT RECEIVABLES	(2)\$15 GIFT CARDS-HR EMPL	30.00
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	160.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	293.70
			FICA CONTRIBUTIONS AND MAT	479.20
			MEDICARE CONTRIB AND MATCH	68.69
			MEDICARE CONTRIB AND MATCH	112.07
		SOUTHERN COMPUTER WAREHOUSE	ADAPTER	11.00
			DELL OPTIPLEX	739.11
			VIEWSONIC MONITOR	166.68
		STARBUCKS	COFFEE- HR DIRECTOR INTERV	17.95
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	74.10
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	661.54
			TMRS CONTRIBUTIONS	1,073.90
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	29.74
		VERIZON WIRELESS	CELL PHONE	150.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		WAL-MART COMMUNITY/GEMB	VISA GIFT CARDS- KIM PETER	85.32
		HOWARD BRUCE URE	FIRE DO EXAM PROCTOR	2,050.00
			PD ENTRY EXAM	250.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	JAN 2021 XWC7845 CONTRACT	55.28
		MONARCAS MEXICAN RESTAURANT	HR CANDIDATE LUNCH MEETING	73.94
		WAGE WORKS, INC. DBA CONEXIS	OCT COBRA SVC	25.00
			NOV COBRA SERVICES	25.00
			DEC COBRA SERVICES	25.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	7.92
			TOTAL:	6,715.14
FINANCIAL SERVICES	GENERAL FUND	OFFICE DEPOT CORPORATION	CHAIR MAT	26.24
			W 2 FORMS	47.34
			W 2 ENVELOPES	51.18
			1099 -NEC W/ENVELOPES	106.58
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	240.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	707.31
			FICA CONTRIBUTIONS AND MAT	715.33
			MEDICARE CONTRIB AND MATCH	165.41
			MEDICARE CONTRIB AND MATCH	167.29
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	174.81
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,737.68
			TMRS CONTRIBUTIONS	1,716.97
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	74.90
			ADD S. RICHARDSON	15.89
			ADD J. RINGLING	11.13
		VERIZON WIRELESS	CELL PHONE	50.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	JAN 2021 XWC7845 CONTRACT	55.28
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	19.80
			ADD EMP/ SPOUSE/S. RICHARD	7.52
			ADD EMP/CHILD/ J. RINGLING	7.92
		PATTERSON CAPITAL MANAGEMENT DBA PATTE	JAN2021 INVESTMENT SERVICE	2,000.00
			TOTAL:	8,098.58
MUNICIPAL COURT	GENERAL FUND	AT&T	MUNICIPAL COURT	206.52
		BRINKS, INC.	BRINKS, INC.	78.78
		TYLER TECHNOLOGIES, INC	MONTHLY MAINT ONLINE, WEBS	100.00
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	80.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	467.20
			FICA CONTRIBUTIONS AND MAT	467.20
			MEDICARE CONTRIB AND MATCH	109.27
			MEDICARE CONTRIB AND MATCH	109.27
		TAYLOR'D FLOWERS FOR YOU	DOLORES CHAVANA FUNERAL8/1	107.41
		TEXAS WORKFORCE COMMISSION	QUARTERLY UNEMPLOYMENT TAX	81.87
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	156.55
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	882.46
			TMRS CONTRIBUTIONS	882.46
		TRANSUNION RISK AND ALTERNATIVE DATA S	TLD LOCATOR MAY 2020- 6/4/	100.00
			TLD LOC NOV 2020	100.00
		ATMOS ENERGY	109 W. 5TH ST.	70.31
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	35.31
		VERIZON WIRELESS	CELL PHONE	150.00
			IPAD	70.00
		TEXAS MUNICIPAL COURTS EDUCATION CENTE	REGIONAL CLERKS SEM-KERESA	100.00
			REGIONAL CLERKS SEM- ESTHE	100.00
		CINTAS CORPORATION #86	TMC MEDICAL SUPPLIES	76.67

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		QUADIENT LEASING USA, INC.	MUN COURT	52.55
		CINTAS CORP DBA FIRST AID & SAFETY	MEDICAL KIT REFILL	49.62
		HEJL & SCHROEDER, P.C.	MUN COURT DEC 2020	1,545.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	<u>15.84</u>
			TOTAL:	6,194.29
DEVELOPMENT SERVICES	GENERAL FUND	JPMORGAN CHASE BANK NA	JP MORGAN CHASE CREDIT	450.00-
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	80.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,149.49
			FICA CONTRIBUTIONS AND MAT	1,082.10
			MEDICARE CONTRIB AND MATCH	268.85
			MEDICARE CONTRIB AND MATCH	253.09
		TEXAS MUNICIPAL LEAGUE	TCMA DUES	396.00
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	400.76
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,617.64
			TMRS CONTRIBUTIONS	2,471.35
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	106.70
		VERDUNITY, INC. DBA: CULTIVATE COLLABO	COMP PLAN UPDATE	2,140.00
		VERIZON WIRELESS	CELL PHONE	360.00
		AMERICAN PLANNING ASSOC.	SHELLY SHELTON 09/18/20	101.90
		AMAZON.COM	PRIME- DEV SERVICES 06/01/	119.00
		SECRETARY OF STATE DBA: TEXAS SECRETAR	SEARCH- DEV SERV 06/01/20	2.05
			SEARCH- DEV SERVICES 06/01	1.03
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	JAN 2021 XWC7845 CONTRACT	55.28
		SOUTH CENTRAL PLANNING & DEV. COMMISSI	MPN FEE DEC 20 WENT OVER L	1,105.00
			MPN FEE JAN 21	875.00
		EILEEN MERRIT INC. DBA ATS ENGINEERS,	ATS PLAN REVIEW FEE JAN 21	4,235.00
			ATS INSPECTIONS JAN 21	16,090.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	27.72
			ADD EMP/SPOUSE/C. HARRISON	7.52
			TERM EMP ONLY/ C. HARRISON	<u>3.96-</u>
			TOTAL:	33,491.52
MAIN STREET PROGRAM 00	GENERAL FUND	CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	148.33
			FICA CONTRIBUTIONS AND MAT	148.33
			MEDICARE CONTRIB AND MATCH	34.69
			MEDICARE CONTRIB AND MATCH	34.69
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	34.18
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	322.01
			TMRS CONTRIBUTIONS	322.01
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	14.07
		VERIZON WIRELESS	CELL PHONE	45.00
		ADOBE SYSTEMS INC	ACROBAT PRO DC OCTOBER 202	16.23
			ACROBAT PRO DC NOVEMBER 20	16.23
			ACROBAT PRO DC DECEMBER 20	16.23
		ASCAP	2021 ANNUAL FEE	367.33
		BROADCAST MUSIC, INC.	2021 ANNUAL FEE	368.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	JAN 2021 XWC7845 CONTRACT	55.28
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	<u>3.96</u>
			TOTAL:	1,946.57
CD-MOODY MUSEUM	GENERAL FUND	ATMOS ENERGY	114 W. 9TH ST.	66.31
		AT&T U-VERSE	INTERNET-MOODY MUSEUM	<u>65.34</u>
			TOTAL:	131.65
PUBLIC LIBRARY	GENERAL FUND	AT&T	LIBRARY	352.81

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		BLACKSTONE AUDIO, INC. DBA: BLACKSTONE	Audio Books	414.38
			Audio Books	99.00
		INGRAM BOOK COMPANY	books	46.22
			books	15.29
			Books	67.55
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	609.64
			FICA CONTRIBUTIONS AND MAT	607.16
			MEDICARE CONTRIB AND MATCH	142.57
			MEDICARE CONTRIB AND MATCH	141.99
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	165.42
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,393.54
			TMRS CONTRIBUTIONS	1,388.15
		ATMOS ENERGY	Natural Gas	357.89
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	60.63
		VERIZON WIRELESS	CELL PHONE	45.00
		TEXAS LIBRARY ASSOCIATION	ANNUAL CONF- G. NEEMIDGE	69.00
			MEMBERSHIP FOR GERI NEEMID	156.00
			MEMBERSHIP- KAREN ELLIS	183.70
			REG FOR ANNUAL CONF-K ELLI	69.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	Maintenance	41.25
		CHARTER COMMUNICATIONS HOLDINGS, LLC D	INTERNET	271.77
		TRI-POINT REFRIGERATION, INC.	Maintenance	420.22
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	23.76
			TOTAL:	7,141.94
FIRE DEPARTMENT	GENERAL FUND	AT&T	CITY HALL (CIVIL DEF)	36.78
			VICTORIA STATION	127.95
			FIRE DEPT	173.31
			PHONE	396.97
		AMAZON.COM SALES, INC DBA: AMAZON.COM	DOCA POLE	44.99
			INSULATION TESTER	215.69
			HIGH RISE BAGS	86.67
		BOUND TREE MEDICAL LLC	EPI	223.92
		FED EX	COURIER	34.04
		GULF COAST PAPER CO. INC.	CLEANING SUPPLIES	200.79
		MY-LOR, INC	LOCKER PLATES-BARNES,PAYTO	32.84
		NANCY RUTH BARRON	DUPLICATES FOR COMMAND TRA	52.50
		OFFICE DEPOT CORPORATION	SUPPLIES	32.99
			SUPPLIES	19.99
		TOUCH 4WASH	CAR WASH- BAUM 11/16/20	8.00
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	160.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	3,381.89
			FICA CONTRIBUTIONS AND MAT	3,539.42
			MEDICARE CONTRIB AND MATCH	790.92
			MEDICARE CONTRIB AND MATCH	827.76
		TAYLOR'D FLOWERS FOR YOU	FLOWERS- STANFORD FUNERAL	64.11
		TX DEPT OF STATE HEALTH SERVICES-ZZ10	EMT RENEWAL- JASON WAITS	64.00
			EMT RENEWAL- ZACH REEVES	64.00
		TEXAS WORKFORCE COMMISSIO	QUARTERLY UNEMPLOYMENT TAX	168.87
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	6,000.97
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	7,679.21
			TMRS CONTRIBUTIONS	8,026.37
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	340.69
		ATMOS ENERGY	GAS	283.54
			GAS	87.44
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	310.17

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		VERIZON WIRELESS	TERM M. WHISENANT CELL PHONES	14.07- 201.20
			DATA CARDS	534.64
		WAL-MART COMMUNITY/GEMB	TRUCK CLEANING ITEMS KITCHEN SUPPLIES	34.53 13.14
			HOUSEHOLD SUPPLIES 12/17/2	36.90
			PROMOTION, MTG. 12/17/20	12.94
			CAKE-BROCK, COZZENS, POKORNY	32.45
		WILLIAMSON COUNTY AUDITOR'S OFFICE	QUARTERLY BILLING	3,719.76
		TEXAS CIVIL SERVICE REPORTER	UPDATE	168.00
		AWARD CENTER	PATS-BARNES, PAYTON, HARRALS	59.53
		HAYDAY, INC DBA: CTWP	MONTHLY COPIER AGREEMENT	41.76
			MONTHLY COPIER AGREEMENT	37.78
		MUNICIPAL EMERGENCY SERVICES, INC	NEW HIRE FIT TESTS	110.00
		SOUTHERN SAFETY SALES, INC	MEDICAL GLOVES	364.58
		AT&T U-VERSE	INTERNET/CABLE	152.28
		EVENTBRITE	2ND IN COMMAND WKSHP-COPEL	385.00
		THRALL COUNTRY DINER	EMPLOYEE APPREC LUNCHES	50.00
		CARDS DIRECT INC	CHRISTMAS CARDS	124.35
		EAGLE ENGRAVING	PLAQUE- WHISENANT RETIREME	52.95
		ACROSS THE STREET PRODUCTIONS	17 ANNUAL RENEWALS	1,550.00
		GALLS PARENT HOLDINGS, LLC.	NAME & RANK TAPES FOR NEW	317.44
		PINNACLE PEAK HOLDING CORPORATION DBA	HEADSET REPAIR 11/25/20	396.50
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	95.04
			TERM EMP/ M. WHISENANT	<u>7.92-</u>
			TOTAL:	41,945.57
POLICE DEPARTMENT	GENERAL FUND	AT&T	POLICE DEPT	201.51
			POLICE DEPT	0.00
			INTERNET	1,481.60
		COX TEXAS NEWSPAPERS, LP DBA:AUSTIN AM	E-SUBSCRIPTION NOV 2020	11.54
		TEXAS DEPARTMENT OF INFORMATION RESOUR	DISPATCH RADIOS BACKUP CIR	509.45
		HEB CREDIT RECEIVABLES	THANKSGIVING LUNCH 11/18/2	108.31
		IKEY	MCT KEYBOARD REPLACEMENTS(	480.00
		NETMOTION SOFTWARE, INC	NETMOTION MAINTENANCE 2021	1,989.67
		OFFICE DEPOT CORPORATION	GENERAL OFFICE SUPPLIES	205.13
		PITNEY BOWES	MAIL MACHING LEASE	178.80
		PITNEY BOWES GLOBAL FINANCIAL SERVICES	-VOCA- POSTAGE REFILL	270.99
		PRECISION ROLLER	FUSER FOR PATROL COPIER	149.95
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	80.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	5,425.25
			FICA CONTRIBUTIONS AND MAT	5,598.42
			MEDICARE CONTRIB AND MATCH	1,268.81
			MEDICARE CONTRIB AND MATCH	1,309.30
		TEXAS WORKFORCE COMMISSIO	QUARTERLY UNEMPLOYMENT TAX	32.05
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	9,392.83
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	12,380.75
			TMRS CONTRIBUTIONS	12,756.60
		TIME WARNER CABLE DBA SPECTRUM	INTERNET JANUARY 2021	343.46
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	492.79
			UNUM AD&D	11.13
		VERIZON WIRELESS	CELL PHONES	482.52
			CELL PHONES - VOCA COORDIN	40.21
			CELL PHONES - VOCA VOLUNTE	40.21
			DATA CARDS	607.94
		WAL-MART COMMUNITY/GEMB	SOUND BAR REFUND	58.00-

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			SOUND BAR	58.00
			WALL MOUNT	14.96
		WILLIAMSON COUNTY AUDITOR'S OFFICE	WILCO RADIOS ACCESS FEE- Q	5,410.56
		OLLE NETWORK TECH CONSULTANTS DBA ON T	MONTHLY IT SUPPORT - JAN.	7,182.00
		INTERNATIONAL ASSOC. OF CHIEFS OF POLI	IACP.NET ACCESS 2021	875.00
		AMAZON.COM	TONER-PATROL COPIER 11/20/	150.88
			DISPATCH TONER	28.69
			DVD READ/WRITER	27.99
			FLASHLIGHT BATTERIES X2	49.98
			COFFEE CUPS	108.09
			FLASH DRIVES-CID 256GB&512	99.96
			SHELVING UNIT FOR RECORDS	70.52
			FLOOR LAMP	49.99
			VAMVO PROJECTOR SCREEN	137.99
			HP OFFICEJET PRO 8035	199.89
			NATHAN JAMES ORAA ROUND TA	70.00
		CENTRAL TEXAS COUNCIL OF GOVERNMENTS	CIT TRAINING-OFC HARGER	50.00
			CSI COURSE- OFC. HAMBY	50.00
			MORRIS-DEAF/HARD HEARING T	50.00
			NEWELL-DEAF/HARD HEARING T	50.00
		CELLULAR SALES	PATROL SPVR'S PHONE CASE	109.23
		WILLIAMSON COUNTY CAC	WILCO CAC 2021 CONTRIBUTIO	18,000.00
		PAYPAL.COM	LUERA- INTERDICTION- 11/12	250.00
		APPLE.COM/BILL	ICLOUD STORAGE- CHIEF FLUC	0.99
			CHIEF FLUCK-ICLOUD STG. 1/	0.99
		BESTBUY.COM	BATTERY-RING DOORBELL-11/1	24.99
		CSE, INC	CRIMESoft ARCHIVE MAINTENA	495.00
		THORNDALE MEAT MARKET	THANKSGIVING TURKEYS (2)	92.49
		GALLS PARENT HOLDINGS, LLC.	RIOT HELMETS	3,721.74
			OFC. HARMS DUTY JACKET	171.26
			CHIEF STARS EMBROIDERY	17.58
			SECURITY SHIRT STARS	35.16
		PEACEKEEPER PRODUCTS INTL	BRISTER-ASP CERT COURSE	280.00
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	AVAYA PHONE LEASE	511.39
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	146.52
			VOCA GRANT/ P. MORENO	3.96
			TERM D. GOMEZ	3.96-
		KONICA MINOLTA PREMIER FINANCE	PD COPIER LEASE- 1/17 TO 2	267.44
		ONLINE WEB SERVICES INC	VOCA-VS TRACKING RENEWAL	707.00
			TOTAL:	95,357.50
ANIMAL CONTROL	GENERAL FUND	AT&T	ANIMAL CONTROL	136.70
		J P COOKE CO	ACO-DANGEROUS DOG TAGS X10	61.50
		EVINS TEMPORARIES, INC.	KENNEL TEMPS CARTER	742.00
			KENNEL TEMPS RUTHERFORD	742.00
			KENNEL TECH-CARTER	742.00
			KENNEL TECH-RUTHERFORD	742.00
			KENNEL TECH-CARTER	742.00
			KENNEL TECH-RUTHERFORD	621.43
			KENNEL TECH-CARTER	556.50
			KENNEL TECH-RUTHERFORD	742.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	223.09
			FICA CONTRIBUTIONS AND MAT	193.41
			MEDICARE CONTRIB AND MATCH	52.17
			MEDICARE CONTRIB AND MATCH	45.23
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	782.74

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	484.57
			TMRS CONTRIBUTIONS	420.13
		TEXAS ANIMAL CONTROL ASSOCIATION	S.DAVIS-RENEWAL THRU JAN20	50.00
		TRACTOR SUPPLY COMPANY	ACO SUPPLIES	66.45
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	18.17
		VERIZON WIRELESS	CELL PHONE	135.00
		WAL-MART COMMUNITY/GEMB	ACO CLEANING SUPPLIES	136.04
		AT&T U-VERSE	INTERNET-ACO	69.55
		GALLS PARENT HOLDINGS, LLC.	ACO DAVIS DUTY PANTS X5	261.94
		SHARCO TECHNOLOGIES, INC.	ACO CAMERAS INSTALL	2,000.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	7.92
			TOTAL:	10,774.54
STREETS & GROUND MAINT GENERAL FUND		AT&T	PUBLIC WORKS	254.67
		AMAZON.COM SALES, INC DBA: AMAZON.COM	CELL PHONE CASE, FACE MASK	60.23
			ST,GR/PEN,MICROPHONE,CASE	140.88
			ST,GR/CALENDARS C6GH	58.28
		AMERICAN PUBLIC WORKS ASSOCIATION	ST,GR- (4) WINTER HATS 12/	47.65
			APWA STREET MEMBERSHIP REN	630.00
		JIM McNABB INC DBA: ART OFFICE SIGNS	ST,GR/CONE LABELS 76749	150.00
		CONTECH CONST PRODUCT INC	WESTCHESTER/18" CULVERT	2,300.00
		CENTERLINE SUPPLY, INC	ST,GR/POSTS,DELINEATORS,C	1,526.00
		HEART OF TEXAS LANDSCAPE & IRRIGATION	CITY PROPERITES/GROUNDS MA	13,863.39
		MOSS & MOSS INC. #4000	602 E RIO GRANDE/PADLOCK15	35.08
			ST,GR/DOLLY 153376	53.99
			#569/CLAMPS FOR TAILGATE	13.46
			602 E RIO GRANDE/KEY TOOL	10.79
			ST,GR/TAPE,TIES 194408	17.39
			602 E RIO GRAND/PADLOCKS19	40.47
			602 E RIO GRAND/CHAIN19468	6.62
			602 E RIO GRANDE/C TIES194	5.39
			ST,GR/DOLLY TIRE REP HARDW	7.74
			CH/DELINEATOR HARDWARE	50.41
			CH/DELINEATOR HDWARE	20.32
			CH/DELINEATOR BITS	22.48
			ST,GR/OIL POT REPAIR 19605	41.06
		OFFICE DEPOT CORPORATION	ST SUPER,ST CREW/CALENDARS	33.98
			J SCHUTZ/DESK CALENDAR 300	9.40
			ST,GR/PENS,LAMINATING,ENVE	61.85
			ST,GR/CALENDAR 1001	13.59
			ST,GR/TAPE,PHONE MESS BOOK	12.48
			ST,GR/PHONE MESS BOOK 7001	11.99
			ST,GR/COPY PAPER 2001	38.99
			ST,GR/2 SMALL CALENDARS 50	22.38
		TEXAS PUBLIC WORKS ASSOCIATION	J SCHUTZ/4 SESS VIRTUAL SE	250.00
		PSI SERVICES LLC	A. BEALS- APPL EXAM 5/18/2	64.00
		US FOUNDRY & MFG	2ND ST. GRATE- 9/2/20	307.19
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	80.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,708.35
			FICA CONTRIBUTIONS AND MAT	1,690.82
			MEDICARE CONTRIB AND MATCH	399.55
			MEDICARE CONTRIB AND MATCH	395.45
		TEXAS AGRILIFE EXTENSION SERVICE	B. BACHMEYER-HERBICIDE CEU	50.00
		TEXAS CRUSHED STONE CO.	1201 N MAIN/5 LDS REG BASE	404.75
			ST,GR/2 LDS WASH SAND 2309	278.32
			1201 N MAIN/5 LDS REG BASE	369.24

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	6,577.59
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,730.44
			TMRS CONTRIBUTIONS	3,730.54
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	223.14
		TRACTOR SUPPLY COMPANY	DOLLY TIRE REPAIR	26.99
		ATMOS ENERGY	1424 N MAIN/GAS USAGE 2588	322.20
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	162.32
		VERIZON WIRELESS	CELL PHONE	330.00
		ACM SERVICES LLC	DWNTWN CHRIST DECO/ELECTRI	500.00
		VULCAN CONSTRUCTION MATERIALS, LP DBA:	ST,GR/10 LDS D COLD MIX	18,277.11
		TEXAS CITY MANAGEMENT ASSOCIATION	J GRAY/TCMA MEMBERSHIP DUE	226.00
		WILLIAMSON COUNTY AUDITOR'S OFFICE	ST,GR/QUARTERLY RADIO FEE7	591.78
		WHITTLESEY LANDSCAPE SUPPLIES & RECY.	E BULL BRANCH H&B TRAIL RE	741.31
		RICHLAND RESEARCH DBA: PIONEER RESEARC	ST,GR/1 5 GAL PERMA PATCH	753.20
		MCCOY'S BUILDING SUPPLY	602 E RIO GRANDE/GATE INST	503.58
			602 E RIO GRANDE/STAPLES	4.91
		HAYDAY, INC DBA: CTWP	ST,GR/COPIER SERVICE AGREE	31.74
			1424 N MAIN/COPIER SERVICE	36.30
		APPLE.COM/BILL	CARD UPDATES JIM GRAY-APR-	5.94
			J GRAY- PHONE UPGRADE	0.99
		CINTAS CORPORATION #86	ST,GR/UNIFORMS 371943	282.71
			ST,GR/UNIFORMS 075075	226.80
			ST,GR/UNIFORMS 727627	226.80
			ST,GR/UNIFORMS 387417	226.80
		VICTOR PENA DBA/PENA'S TRAFFIC SERVICE	2ND&MAIN,S MAIN/2 MESSAGE	3,000.00
		TRI-POINT REFRIGERATION, INC.	1424 N MAIN/ICE MACHINE CL	578.87
		SAFELANE TRAFFIC SUPPLY, LLC	ST,GR/SIGNAGE 14044	710.50
			ST,GR/SIGNAGE 14071	128.00
		T7 ENTERPRISES, LLC DBA RELIABLE TIRE	1424 N MAIN/TIRE REMOVAL 1	151.50
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.59
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	59.40
		COMMUNITY COFFEE COMPANY LLC	1424 N MAIN/COFFEE SERVICE	52.40
			1424 N MAIN/COFFEE SERVICE	30.00
			TOTAL:	68,176.08
PARKS & RECREATION	GENERAL FUND	AT&T	PARKS & REC	42.94
		AMAZON.COM SALES, INC DBA: AMAZON.COM	SKATEPARK/PUMP	734.02
			TRPSC/CALENDARS C6GH	29.14
		JIM McNABB INC DBA: ART OFFICE SIGNS	TRPSC/1 SIGN 76271	225.00
		BSN SPORTS	TRPSC/BSKTBALL GOAL/TRIM P	125.00
		EAGLE UNITED USA, INC DBA: EAGLE MOUNT	TRPSC/6TX & 6 US FLAGS 939	759.79
		HEART OF TEXAS LANDSCAPE & IRRIGATION	ROBINSON PARK/VALVE BOX RE	200.00
			LIBERTY GARDEN/IRRIG REPAI	500.00
		MOBILE MINI, INC	TRPSC/PORTABLE LEASE1/4-2/	102.00
		MOSS & MOSS INC. #5000	TRPSC/PAINT SUPPLIES 15437	52.33
			TRPSC/PAINT & SUPPLIES 196	42.73
			TRPSC/TOOLS 19	44.98
			TRPSC/BULBS 19	6.29
		OFFICE DEPOT CORPORATION	P&R, TRPSC/CALENDARS 8001	27.18
			TRPSC/CALENDAR 00001	11.19
			P&R/CALENDAR 1001	13.59
		PAUL'S POOL SERVICE	HERITAGE S PAD/M ACID,LIQ	183.84
			HERITAGE S PAD/M ACID, LIQ	183.84
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	795.34
			FICA CONTRIBUTIONS AND MAT	798.96
			MEDICARE CONTRIB AND MATCH	186.01

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TEXAS AGRILIFE EXTENSION SERVICE	MEDICARE CONTRIB AND MATCH	186.86
		TML INTERGOVERNMENTAL	C CUNNINGHAM-HERBICIDE CEU	50.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	FY20/21 WORKERS' COMP	1,600.17
			TMRS CONTRIBUTIONS	1,816.31
			TMRS CONTRIBUTIONS	1,824.18
		ATMOS ENERGY	1418 DAVIS/ACCT 1774 GAS U	63.85
			1418 DAVIS/ACCT 1738 GAS U	63.85
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	74.71
		VERIZON WIRELESS	CELL PHONE	225.00
			IPAD	70.00
		ACM SERVICES LLC	MEMORIAL FLD/LIGHT POLE RE	250.00
			TENNIS CTS/TIME CLOCK REPL	330.00
		GOLDEN CHICK	TRPSC EMPLOYEE LUNCH	94.99
		MCCOY'S BUILDING SUPPLY	TRPSC/ROPE, ELECT WIRE	48.38
		CINTAS CORPORATION #86	TRPSC/UNIFORMS 372047	83.87
			TRPSC/UNIFORMS 075133	27.95
			TRPSC/UNIFORMS 727817	27.95
			TRPSC/UNIFORMS 387496	27.95
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.58
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	27.72
		COMMUNITY COFFEE COMPANY LLC	TRPSC/COFFEE SERVICE	30.00
		NORTHWEST CASCADE INC DBA HONEY BUCKET	ROBINSON PAV/PORTA 1/1-1/2	233.50
			MEMORIAL FIELD/PORT1/1-1/2	125.00
			ROBINSON PAV/PORTA1/29-2/2	233.50
			MEMORIAL FIELD/PORTA1/29-2	125.00
			TOTAL:	12,872.49
INTERNAL SERVICES/BLDG GENERAL FUND		AT&T	CITY HALL	0.00
			CITY HALL FAX	526.82
			PHONE	396.97
		AMAZON.COM SALES, INC DBA: AMAZON.COM	PRINTER INK	64.78
			LYSOL	38.39
			COFFEE CREAMER	84.86
			BATTERIES EXT CORDS	76.95
			POWER ADAPTER	38.00
		BETA TECHNOLOGY, INC	ANT KILLER	297.59
			ELIMINATOR	280.00
		CL&MA JANITORIAL SERVICES LLC	JAN JANITORIAL	1,300.00
			COVID	695.00
		FLOYDCO INC	PW GLASS PANE	8.45
		GULF COAST PAPER CO. INC.	TISSUE TOWELS	379.17
			1424 N MAIN/TOWELING, TISSU	90.58
		LBK HOLDINGS LLC DBA. LBK ROOFING	STATION #1 ROOF REPAIRS	1,400.00
		MATERA PAPER CO INC	TOWELS, HAND SOAP	255.39
			TOWELS TISSUE	336.36
		MOSS & MOSS INC. #6000	WWTP ROOF CEMENT	22.46
			PW DUCT TAPE	7.64
			FILTER	8.96
			LIBRARY AND PUBLIC WORKS C	34.15
			FIRE DEPT BATTERIES	97.86
			CITY HALL CEILING TILE SPR	5.93
		MOSS & MOSS INC. #8000	KEYS	16.95
		NANCY RUTH BARRON	REKEY ACO	184.95
			LIBRARY REKEY STORAGE	95.00
		OFFICE DEPOT CORPORATION	HP PRINTER	229.89
			HANGING FOLDERS	4.70

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	428.62
			FICA CONTRIBUTIONS AND MAT	428.62
			MEDICARE CONTRIB AND MATCH	100.25
			MEDICARE CONTRIB AND MATCH	100.25
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	834.92
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	958.23
			TMRS CONTRIBUTIONS	958.23
		ATMOS ENERGY	400 PORTER ST.	351.53
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	39.06
		VERIZON WIRELESS	CELL PHONE	94.01
			MIFI	70.00
			GATEWAY SIGN	37.99
		VIC'S HEAT & AIR	FIRE STATION #1 DAIK	2,700.00
			MOODY REPLACE CONDENSER BO	270.00
			PW REPLACE CAPACITOR	125.00
		WAYNE GING PLUMBING, LLC	REPLACE HOSE BIB STATION 2	166.00
		GRENIER SERVICE COMPANY, LLC DBA:	BOTTOM FIXTURES PW	180.00
		SPARKLETTS & SIERRA SPRINGS	COOLER RENTAL	8.00
		ALL STARR TERMITE & PEST CONTROL DBA:	JAN PEST CONTROL	904.00
		APPLE.COM/BILL	ICLOUD STORAGE- R. JONES	0.99
		LOWE'S HOME CENTERS INC	POWER TOOL- R. JONES	158.99
		CINTAS CORPORATION #86	MATS	93.64
			MATS	139.51
			MATS	142.96
			MATS	90.89
		AED SUPERSTORE	AED PADS	153.00
		QUADIENT LEASING USA, INC.	POSTAGE LEASE	199.47
		TRI-POINT REFRIGERATION, INC.	STATION 1 CLEANED ICE MACH	596.53
			STATION 2 CLEANED ICE MACH	596.53
			CITY HALL CLEAN ICE MACHIN	596.53
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	CAMERA SYSTEM	167.58
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	13.86
			TOTAL:	18,682.99
ENGINEERING & INSPECTI GENERAL FUND		HDR ENGINEERING INC	GIS ON CALL TASK ORDER 4	1,211.89
			GENERAL CITY ENG SERVICES	8,349.83
			HDR/4TH ST WARRANTY/REPAIR	3,667.12
			HDR/TXDOT SIGNAGE UPDATES	2,654.08
			TOTAL:	15,882.92
INTERNAL SVC/ I T DEPT GENERAL FUND		AT&T	INTERNET	1,481.60
		SHI GOVERNMENT SOLUTIONS	CREATIVE CLOUD ACROBAT PRO	80.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	104.12
			FICA CONTRIBUTIONS AND MAT	104.12
			MEDICARE CONTRIB AND MATCH	24.35
			MEDICARE CONTRIB AND MATCH	24.35
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	30.53
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	264.55
			TMRS CONTRIBUTIONS	264.56
		TIME WARNER CABLE DBA SPECTRUM	CABLE	75.04
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	11.58
		VERIZON WIRELESS	CELL PHONE	45.00
			MIFI	35.00
		OLLE NETWORK TECH CONSULTANTS DBA ON T	IT CONSULTING	8,088.37
		SHARCO TECHNOLOGIES, INC.	INSTALL SOFTWARE	175.00
			CODE PHONE SYSTEM	95.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	AVAYA PHONE LEASE	2,500.37
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	<u>3.96</u>
			TOTAL:	13,407.50
NON-DEPARTMENTAL	GENERAL FUND	AMAZON.COM SALES, INC DBA: AMAZON.COM	FACE MASKS	18.99
		BROOKSHIRE INS AGENCY INC	HERNANDEZ NOTARY BOND	71.00
			CAMPBELL NOTARY BOND	71.00
			JENKINS NOTARY BOND	71.00
		CL&MA JANITORIAL SERVICES LLC	DAY PORTER	2,240.00
			DEEP CLEANING	165.00
		HDR ENGINEERING INC	ALLEY INVENTORY/ASSESSMENT	1,900.00
		HALFF ASSOCIATES, INC.	DRAINAGE MASTER PLAN	10,533.75
		HOME DEPOT CREDIT SERVICES	MASKS	39.94
		MATERA PAPER CO INC	HAND SANITIZER	115.26
		OFFICE DEPOT CORPORATION	WIRELESS KEYBOARD PAYROLL	24.99
			USB PORT PAYROLL CLERK	9.49
		TML INTERGOVERNMENTAL	FY20/21 ERRORS & OMISSIONS	1,785.83
			FY20/21 GENERAL LIABILITY	1,122.80
			FY20/21 LAW ENFORCEMENT LI	3,948.75
			FY20/21 CRIME PUB EMP DIS	661.50
			FY20/21 REAL & PERS PROP	7,710.68
		WAL-MART COMMUNITY/GEMB	HAND SANITIZER BOTTLES	15.68
		WILLIAMSON COUNTY & CITIES HEALTH DIST	Q2 2021	10,085.61
		YUGENITE	WATER DEPT.-30 MASKS 12/01	313.88
		ZOOM VIDEO COMMUNICATIONS, INC.	ZOOM LICENSE COVID 19	599.60
		RDC PAVING, LLC	2ND ST STRIPING	3,920.00
		OLLE NETWORK TECH CONSULTANTS DBA ON T	SET UP VPN	125.00
			IT REMOTE ASSISTANCE	125.00
		DIGITALBUYER.COM	FREESTANDING PLEXIGLASS 30	299.00
		MRB HOLDINGS LLC	380 AGREEMENT REBATE 2020	<u>5,026.36</u>
			TOTAL:	51,000.11
TIF EXPENDITURES	TIF (TAX INCREMENT	HDR ENGINEERING INC	HDR/GATEWAY SIGNAGE	<u>183.83</u>
			TOTAL:	183.83
CONTRIBUTE CIVIC PROGR	MAIN STREET REVENU	TAYLOR PRESS	TAYLOR MAIN ST BOARD AD	<u>217.15</u>
			TOTAL:	217.15
MUNICIPAL COURT JUDICI	MUNICIPAL CRT SPEC	EVINS TEMPORARIES, INC.	OFC CLERK - SOSA	495.60
			TEMP SVCS - SOSA	495.60
			OFC SUPPORT - SOSA	483.00
			OFC SUPPORT CLERK - SOSA	<u>315.00</u>
			TOTAL:	1,789.20
CDBG 3RD STREET	GENERAL CAPITAL IM	SMITH CONTRACTING CO INC	PAY APP 7 3RD STREET RECON	<u>109,498.18</u>
			TOTAL:	109,498.18
GIVENS COMMUNITY CENTE	GENERAL CAPITAL IM	SHARCO TECHNOLOGIES, INC.	DICKEY-GIVENS CENTE SECURI	<u>6,620.00</u>
			TOTAL:	6,620.00
HERITAGE PARK IMPROVEM	GENERAL CAPITAL IM	HDR ENGINEERING INC	HERITAGE PARK HDR	<u>663.72</u>
			TOTAL:	663.72
HOME PROGRAM-TDHCA	GENERAL CAPITAL IM	LONGHORN TITLE CO., INC.	311 SAMS CLOSING COST	350.00
			109 S. ROBINSON CLOSING CO	350.00
		MALOUF, RANDY-BUILDER	311 SAMS CONSTRUCTION COST	90,000.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			109 S ROBINSON CONST COST	90,000.00
			104 1ST AVE CONST COST	90,000.00
			106 1ST AVE CONST COST	<u>90,000.00</u>
			TOTAL:	360,700.00
2019 GO BONDS PROJECTS GENERAL CAPITAL IM		HDR ENGINEERING INC	HDR/JUSTICE CENTER	1,954.83
		SMITH CONTRACTING CO INC	PAY APP 7 2019 STREET RECO	<u>193,335.86</u>
			TOTAL:	195,290.69
MISC DRAINAGE PROJECTS MDUS IMPROVEMENT P		HDR ENGINEERING INC	CEI SERVICES	12,311.00
			HDR/2019 INFRASTR MDUS	1,101.88
			HDR/2019 INFRASTR MDUS	<u>217.60</u>
			TOTAL:	13,630.48
DOWNSTREETS PROJECT	2013 COMBINATION C	HDR ENGINEERING INC	HDR/DOWNTOWN STREET PLAN	<u>2,322.69</u>
			TOTAL:	2,322.69
TRANSPORTATION	TRANSPORTATION FUN	HDR ENGINEERING INC	CEI SERVICES	21,264.45
			HDR/2019 INFRASTR TUF	1,903.24
			HDR/ROAD DESIGN REQUIREMEN	1,754.53
			HDR/2019 INFRASTR TUF	<u>375.86</u>
			TOTAL:	25,298.08
NON-DEPARTMENTAL	SANITATION FUND	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	SALES & USE TAX END 12.31.	8,070.63
			AMENDED TAX RETURN AUG 202	4,393.54
			AMENDED TAX RETURN SEPT 20	4,247.00
			AMENDED TAX RETURN OCT 202	4,584.06
			AMENDED TAX RETURN NOV 202	<u>4,135.10</u>
			TOTAL:	25,430.33
NON-DEPARTMENTAL	PUBLIC UTILITIES F	AFLAC	AFLAC JAN. 2021 INV	459.18
		HDR ENGINEERING INC	CEI SERVICES	22,383.64
			MUSTANG CREEK WWTP	3,816.38
			HDR/2019 INFRASTR UTILITIE	2,003.41
			HDR/2019 INFRASTR UTILITIE	395.64
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	60.00
			NATIONWIDE CONTRIBUTIONS	60.00
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL DEC 2020	25.90
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	3,222.51
			FEDERAL WITHHOLDING	3,239.10
			FICA CONTRIBUTIONS AND MAT	2,531.86
			FICA CONTRIBUTIONS AND MAT	2,423.42
			MEDICARE CONTRIB AND MATCH	592.12
			MEDICARE CONTRIB AND MATCH	566.76
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,992.81
			TMRS CONTRIBUTIONS	2,870.44
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	78.66
		MILLS, TERESA NICHOLE c/o TX CHILD SUP	01-346 EDWARD AVALOS, JR.	312.46
			01-346 EDWARD AVALOS, JR.	312.46
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	<u>31.28</u>
			TOTAL:	48,378.03
UTILITIES ADMINISTRATI	PUBLIC UTILITIES F	BRINKS, INC.	BRINKS, INC.	787.61
		DATAPROSE LLC	LATE BILLS	176.29
			REGULAR BILLS	672.55
			POSTAGE=BILLS	2,301.43

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TYLER TECHNOLOGIES, INC	UTIL BILLING NOTIFICATIONS	5,500.00
			MONTHLY MAINT ONLINE, WEBS	50.00
			MONTHLY MAINT ONLINE, WEBS	220.00
		MCCREARY, VESELKA, BRAGG & ALLEN PC	KEITH, TREY	48.48
			PARK PLACE APTS	60.06
			PRECISION CONSTRUCTION	18.49
			REDDIN, MATTHEW	20.06
			SCHLESSINGER, ANTHONY	33.10
			WILSON, TERRY	18.28
			WASHINGTON, XAVIER	25.90
			BAILEY, HOLCOMB	22.86
			GORE, BRIDGETTE	20.17
			JOHNSON, AKAI	8.80
			SORENSEN, PAULINE	25.81
		OFFICE DEPOT CORPORATION	SENECA'S CALCULATOR	50.14
			UB INK	92.15
			BANKER BOXES	53.89
			UB FOLDERS	9.99
			UB PRINTER INK	88.31
			UB STORAGE BOXES	132.79
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	518.96
			FICA CONTRIBUTIONS AND MAT	523.86
			MEDICARE CONTRIB AND MATCH	121.37
			MEDICARE CONTRIB AND MATCH	122.52
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	574.01
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,155.32
			TMRS CONTRIBUTIONS	1,165.96
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	50.86
		VERIZON WIRELESS	CELL PHONE	200.00
			AIRCARD	105.00
		WAL-MART COMMUNITY/GEMB	UTILITY BILLING DRINKS	19.51
			UTILITY BILLING DRINKS	21.09
		HINES, BRADLEY	PHONE CASE FOR WORK	59.99
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	23.76
			TOTAL:	15,099.37
WASTEWATER TREATMENT	PUBLIC UTILITIES F	AUSTIN ARMATURE WORKS, LP	BLOWER REPAIR LABOR	560.00
		AT&T	WASTE WATER	72.26
		FORT BEND SERVICES, INC.	2 BARRELS OF POLYMER	1,305.00
		HDR ENGINEERING INC	ENG SUPPORT SVC WWTP	21,628.27
			HDR/WWTP OP & SUPERVISION	566.53
			HDR/WWTP AERATION CAPACITY	6,236.81
		HAMILTON ELECTRIC WORKS, INC.	2 BLOWER MOTORS	8,910.00
		FLETCHER FAMILY ENTERPRISES, LLC DBA:	MATERIAL	15.83
		RISE SKYBEAM/JAB BROADBAND INC.	INTERNET	117.13
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	445.68
			FICA CONTRIBUTIONS AND MAT	335.61
			MEDICARE CONTRIB AND MATCH	104.23
			MEDICARE CONTRIB AND MATCH	78.49
		STENCE ELECTRIC	HEB LIFT STATION FLOAT REL	400.00
			HEB LIFT STATION FLOAT SWI	511.68
		TAYLOR PRESS	SEALED BIDS-WWTP IMPROVEME	88.00
		TEEX-TEXAS EMERGENCY SERVICES TRAINING	BASIC WW- DYLAN MARTINEZ	425.00
		TEXAS WORKFORCE COMMISSIO	QUARTERLY UNEMPLOYMENT TAX	131.80
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	652.28
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,028.58

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	789.64
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	28.14
		VERIZON WIRELESS	CELL PHONE	100.00
		WAL-MART COMMUNITY/GEMB	WATER	57.06
		USA BLUEBOOK; INC. DBA	FIBER FILTERS	37.10
			SAMPLING BAGS, PETRI DISHE	600.64
			DIGITAL WATER BATH	784.61
			CHARTS, TESTS AND BROTH	909.01
		CENTRAL TX COLLEGE-NON EFT	JAMES LAMB- TESTING 8/4/20	25.00
		MANUFACTURERS EDGE, INC-PUMPCATALOG.CO	PUMP HEAD ASM- 12/23/20	585.31
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	11.88
			TOTAL:	47,541.57
DISTRIBUTION/COLLECTIO	PUBLIC UTILITIES F	AT&T	PUMP STATION	231.88
		AMERICAN PUBLIC WORKS ASSOCIATION	APWA STREET MEMBERSHIP REN	210.00
		AQUA-TECH LABORATORIES, INC.	DEC 2020 ANALYSIS	1,317.50
		CAPITOL BEARING SERVICE	COUPLING, BUSHING	5.77
		CENTERLINE SUPPLY, INC	ROLL UP LANE CLOSURE, CONE	997.00
		JPMORGAN CHASE BANK NA	TEEX TRAINING REFUND	10.00-
		CITY OF ROUND ROCK	DEC 20 BAC-T	400.00
		CORE & MAIN LP	JANUARY 2021 PARTS LIST	816.78
			JANUARY 2021 PARTS LIST	2,989.97
		HDR ENGINEERING INC	GENERAL CITY ENG SERVICES	8,349.83
		KSA ENGINEERS, INC.	WATER RESILIENCY ASSESMEN	138.50
		MOSS & MOSS INC. #3000	SEALANT	9.89
			PLUNGER	8.54
			BATTERIES	41.36
			COUPLING, ADAPTERS	40.26
			PVC PIPE - N. LYNN MOVE ME	2.69
			COUPLING	3.14
			FLASHLIGHT	22.49
			DUSTER	11.69
			CABLE TIES	6.29
			COUPLING	2.51
		OFFICE DEPOT CORPORATION	ERASALE MARKERS	11.19
			PADS	5.39
			INK	84.51
		OMNI-SITE.NET	ANNUAL PLAN 2021	1,503.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,567.22
			FICA CONTRIBUTIONS AND MAT	1,563.95
			MEDICARE CONTRIB AND MATCH	366.52
			MEDICARE CONTRIB AND MATCH	365.75
		STENCE ELECTRIC	MURPHY TOWER BEACON	416.65
		TEEX-TEXAS EMERGENCY SERVICES TRAINING	WATER DIST- JUSTIN CRUZ	425.00
		TEXAS WORKFORCE COMMISSIO	QUARTERLY UNEMPLOYMENT TAX	122.88
		TML INTERGOVERNMENTAL	FY20/21 WORKERS' COMP	3,391.86
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,570.86
			TMRS CONTRIBUTIONS	3,563.82
		TECHLINE PIPE, L.P	CORP, ANGLE STOP	680.96
			6" SEWER PIPE	400.96
			U-BRANCH	233.07
		TRACTOR SUPPLY COMPANY	BOOTS	169.99
			FLASHLIGHT	39.99
		ATMOS ENERGY	1200 N MAIN ST.	438.16
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	134.65
		VERIZON WIRELESS	CELL PHONE	385.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			IPADS	70.00
		USA BLUEBOOK; INC. DBA	AMMONIA & NITRATE CHEM KEY	202.18
			DPD 4, CHLORINE CHEMKEY	363.37
			AMMONIA & NITRATE CHEMKEYS	211.43
		MCCOY'S BUILDING SUPPLY	16X11	39.12
		LOGMEIN, INC	REMOTE ACCESS 9/12/20	373.09
		HAYDAY, INC DBA: CTWP	TASKALFA 3253CI MFP	234.96
		AT&T U-VERSE	INTERNET-UTILITY MAINT	75.27
		CENTRAL TX COLLEGE-NON EFT	ANTHONY PADDOCK-TESTING8/1	25.00
		CINTAS CORPORATION #86	UNIFORM RENTAL	174.44
			UNIFORM RENTAL	174.44
			UNIFORM RENTAL	174.44
			UNIFORM RENTAL	174.44
		INDUSTRIAL CHEM LABS SERVICES	DEGREASER	160.38
		CHEM EQUIP	PREVENTATIVE MAINT-FORD PU	1,092.25
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	51.48
			TERM EMP/ S, ROTHOFF	3.96-
		COMMUNITY COFFEE COMPANY LLC	COFFEE SERVICE	82.00
			TOTAL:	38,711.80
UTILITIES NONDEPARTMEN	PUBLIC UTILITIES F	BRAZOS RIVER AUTHORITY	EWC WTP/O&M 372	166,512.86
		HDR ENGINEERING INC	GIS ON CALL TASK ORDER 4	1,211.89
		MCGINNIS, LOCHRIDGE & KILGORE, L.L.P	CCN MATTERS	96.00
		TML INTERGOVERNMENTAL	FY20/21 ERRORS & OMISSIONS	1,706.46
			FY20/21 GENERAL LIABILITY	743.36
			FY20/21 REAL & PERS PROP	4,737.96
			TOTAL:	175,008.53
NON-DEPARTMENTAL	AIRPORT FUND	PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL DEC 2020	18.95
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	245.34
			FEDERAL WITHHOLDING	245.34
			FICA CONTRIBUTIONS AND MAT	155.24
			FICA CONTRIBUTIONS AND MAT	155.24
			MEDICARE CONTRIB AND MATCH	36.31
			MEDICARE CONTRIB AND MATCH	36.31
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	176.58
			TMRS CONTRIBUTIONS	176.58
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	3.56
			TOTAL:	1,249.45
AIRPORT OPERATIONS DEP	AIRPORT FUND	AT&T	AIRPORT	113.64
		AVFUEL CORP.	100LL FUEL	9,157.51
		KOETTER FIRE PROTECTION OF AUSTIN, LLC	FIRE SYSTEM INSPECTION	1,040.00
			HANGAR F FIRE SYSTEM	720.00
		NANCY RUTH BARRON	RE-KEY HANGAR DOOR	120.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	155.24
			FICA CONTRIBUTIONS AND MAT	155.24
			MEDICARE CONTRIB AND MATCH	36.30
			MEDICARE CONTRIB AND MATCH	36.30
		TML INTERGOVERNMENTAL	FY20/21 AIRPORT LIABILITY	921.50
			FY20/21 ERRORS & OMISSIONS	158.74
			FY20/21 GENERAL LIABILITY	31.64
			FY20/21 REAL & PERS PROP	948.68
			FY20/21 WORKERS' COMP	37.57
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	339.54
			TMRS CONTRIBUTIONS	339.54

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	17.48
		VERIZON WIRELESS	CELL PHONE	45.00
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	SECURITY CAMERAS	374.84
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	5.94
			TOTAL:	14,754.70
NON-DEPARTMENTAL	CEMETERY OPERATING	CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	149.66
			FEDERAL WITHHOLDING	149.66
			FICA CONTRIBUTIONS AND MAT	188.47
			FICA CONTRIBUTIONS AND MAT	188.47
			MEDICARE CONTRIB AND MATCH	44.08
			MEDICARE CONTRIB AND MATCH	44.08
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	223.99
			TMRS CONTRIBUTIONS	223.99
			TOTAL:	1,212.40
CEMETERY OPERATING	CEMETERY OPERATING	AT&T	CEMETERY	50.48
		KEVIN COPELAND SAND/GRAVL	SANDY LOAM-CEMETERY	360.00
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	188.47
			FICA CONTRIBUTIONS AND MAT	188.47
			MEDICARE CONTRIB AND MATCH	44.08
			MEDICARE CONTRIB AND MATCH	44.08
		TEXAS WORKFORCE COMMISSIO	QUARTERLY UNEMPLOYMENT TAX	88.69
		TML INTERGOVERNMENTAL	FY20/21 ERRORS & OMISSIONS	158.74
			FY20/21 GENERAL LIABILITY	15.72
			FY20/21 REAL & PERS PROP	13.48
			FY20/21 WORKERS' COMP	43.31
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	430.71
			TMRS CONTRIBUTIONS	430.71
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	18.84
		VERIZON WIRELESS	CELL PHONE	50.00
			AIRCARD	35.00
		AT&T U-VERSE	INTERNET-CEMETERY	55.00
		CINTAS CORPORATION #86	CEM/UNIFORMS 371943	9.86
			CEM/UNIFORMS 075075	9.86
			CEM/UNIFORMS 727627	9.86
			CEM/UNIFORMS 387417	9.86
		CARBONITE	CEMETERY ANNUAL SOFTWARE R	100.71
		KNIPPA, DANIEL	CEM/9 REG,1ASHES12/18-12/3	5,700.00
			CEM/3 REG 1/7-1/12/21	1,950.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	7.92
			TOTAL:	10,013.85
NON-DEPARTMENTAL	FLEET SERVICES OPE	AFLAC	AFLAC JAN. 2021 INV	152.07
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	35.00
			NATIONWIDE CONTRIBUTIONS	35.00
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL DEC 2020	33.90
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	442.73
			FEDERAL WITHHOLDING	468.10
			FICA CONTRIBUTIONS AND MAT	284.12
			FICA CONTRIBUTIONS AND MAT	290.28
			MEDICARE CONTRIB AND MATCH	66.44
			MEDICARE CONTRIB AND MATCH	67.89
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	335.86
			TMRS CONTRIBUTIONS	342.81
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	49.60

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	2,603.80
FLEET SERVICES SECTION	FLEET SERVICES OPE	ARNOLD OIL COMPANY OF AUSTIN, LP DBA A	515 OIL	113.05
			518 OIL	64.60
			544	113.05
			#617 ADAPTER	13.03
			PD OIL FILTER	58.32
			309 OIL FILTER	47.17
			330 OIL FILTER	34.64
			FLEET	5.58
			POWER STEERING	31.04
			#95 SOLAR CHARGER	165.99
			#556 BATTERY	79.76
			73 JACK	44.79
			E11 POWER OUTLET	23.66
			96 OIL FILTER	34.64
			518 FILTER	121.87
			308	34.20
			OIL FILTERS	8.37
			WATER, WINDSHIELD WASH	8.37
			502 OIL FILTER	34.43
			535 OIL FILTER	33.87
			SHOP	48.40
			E2 TIRE CHAINS	739.11
			#308 AIR FILTER	34.35
			FUEL	39.98
			#535 FILTER	23.00
		AMAZON.COM SALES, INC DBA: AMAZON.COM	COFFEE	36.89
		AUSTIN TRUCK & EQUIPMENT, LTD.	#515 VALVE	68.82
		HENNA CHEVROLET INC	610 PIPE TRANSCOOLER LINE	112.03
			330 MODULE	321.55
			CAP	17.23
			611 SENSOR	329.18
			330 SENSOR	98.14
		O'REILLY AUTOMOTIVE, INC.	344 DISC PADS, ROTORS	711.79
		INTERSTATE BATT. N AUSTIN	BATTERY	112.30
			#95 BATTERY	125.66
			#544 BATTERY	247.70
		MOSS & MOSS INC. #8000	SHOP FAUCET COVER	5.92
			E11 TIE DOWN	12.93
			SHOP BROOM	23.38
		RANDY'S WRECKER SERVICE	TOWED FLEET PD- URBAN CRAS	109.60
			PD TOWED FLEET- RINGOLD	50.00
		SHARE CORPORATION	WHEEL WEIGHTS	453.87
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	284.12
			FICA CONTRIBUTIONS AND MAT	290.28
			MEDICARE CONTRIB AND MATCH	66.44
			MEDICARE CONTRIB AND MATCH	67.89
		TAYLOR CAR WASH LLC.	PICKUP CLEAN- J. GRAY	6.00
		EWALD KUBOTA INC	#732 CYLINDER	290.64
		PALBO O. FLORES DBA PAULS BODY SHOP &	#346 TOWING FEE	90.00
		TONY MORGAN DBA:	#544 FLAT REPAIR	80.00
			FLAT REPAIR BACKHOE WWTP	80.00
		TML INTERGOVERNMENTAL	FY20/21 AUTOMOBILE LIABILI	5,886.75
			FY20/21 ERRORS & OMISSIONS	158.74
			FY20/21 GENERAL LIABILITY	51.48

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			FY20/21 AUTO PHYS DAMAGE	7,719.75
			FY20/21 MOBILE EQUIPMENT	2,075.50
			FY20/21 REAL & PERS PROP	64.68
			FY20/21 WORKERS' COMP	71.75
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	645.81
			TMRS CONTRIBUTIONS	659.19
		UNDERGROUND INC	#67 FILTER	354.96
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	27.93
		VERIZON WIRELESS	CELL PHONE	90.00
			MIFI	35.00
		ACDELCO	VEHICLE PROGRAMMING UPDATE	43.30
		KNAPHEIDE TRUCK EQUIP CENTER	#569 TAILGATE	845.00
		CINTAS CORPORATION #86	FLEET/UNIFORMS 371856	26.16
			FLEET/UNIFORMS 727566	26.16
			FLEET/UNIFORMS 875067	26.16
			FLEET/UNIFORMS 387415	26.16
		RED WING SHOE STORE	BOOTS- HESELMAYER & PERRY	310.50
		ASSOCIATED SUPPLY COMPANY, INC	#47 CYLINDER REPAIRS	5,000.00
			#47 CYLINDER REPAIRS	5,000.00
			#47 CYLINDER REPAIRS	4,393.47
			#47 CYLINDER REPAIRS	3,000.00
			#47 CYLINDER REPAIRS	3,915.00
		TAYLOR LUBE CENTER	619 OIL CHANGE	74.98
		GADDES, LARRY, WILLIAMSON CTY TAX ASSE	VEHICLE REG	40.50
			VEHICLE REGISTRATION- SVC	0.87
			VEHICLE REG	63.75
			VEHICLE REG- SVC FEE	1.37
		CINTAS CORP DBA FIRST AID & SAFETY	MEDICAL SUPPLIES	69.06
		FLEETCOR TECHNOLOGIES, INC.LLC DBA FUE	FUEL	3,805.56
			FUEL	5,218.25
		T&W TIRE LLC	Q1 FLAT REPAIR	118.45
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENT SELECT VISION FEB. 20	7.92
			TOTAL:	55,901.79
FLEET REPLACEMENT	FLEET REPLACEMENT	JOHN DEERE FINANCIAL F.S.B.DBA DEERE C	PAY #39 WDL SWPR	898.00
			PAY #39 WDL SWPR	77.08
			(2) GATOR LEASES	542.28
		WELLS FARGO FINANCIAL LEASING	LEASE (2) KUBOTA TRACTORS	1,615.71
		CENTRALSQUARE TECHNOLOGIES, LLC. DBA:	CAD/RECORDS MNGMT SOFTWARE	480.00
		COMMUNITY FIRST NATIONAL BANK	LEASE PAY#6 2016 PIERCE QU	62,953.47
			LEASE PAY#6 2016 PIERCE QU	28,368.40
			TOTAL:	94,934.94
NON-DEPARTMENTAL	POOLED CASH	JPMORGAN CHASE BANK NA	APR-SEPT 2020 TRANSACTIONS	5,554.84
			APR 27-SEPT 25, 2020	634.54
			SEPT 7 - DEC 23, 2020	8,169.63
			MAY 14 - DEC 31 2020 TRANS	5,022.26
			TOTAL:	19,381.27

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
------------	------	-------------	-------------	--------

===== FUND TOTALS =====

100	GENERAL FUND	592,505.11
119	TIF (TAX INCREMENT FUND)	183.83
123	MAIN STREET REVENUE FUND	217.15
125	MUNICIPAL CRT SPECIAL FEE	1,789.20
162	GENERAL CAPITAL IMPROVEME	672,772.59
164	MDUS IMPROVEMENT PROJECTS	13,630.48
165	2013 COMBINATION CO	2,322.69
210	TRANSPORTATION FUND	25,298.08
320	SANITATION FUND	25,430.33
340	PUBLIC UTILITIES FUND	324,739.30
350	AIRPORT FUND	16,004.15
370	CEMETERY OPERATING FUND	11,226.25
382	FLEET SERVICES OPERATING	58,505.59
384	FLEET REPLACEMENT FUND	94,934.94
950	POOLED CASH	19,381.27

GRAND TOTAL: 1,858,940.96

Attachment D

Balance Sheets by Funds

General Fund
Tax Increment Financing Fund
Hotel Occupancy Tax Fund
Main Street Fund
Municipal Court Special Fee Fund
Library Grant/Donations Fund
Roadway Impact Fee Fund
Transportation User Fee Fund
Municipal Drainage Utility System Fund
Sanitation Fund
Public Utilities Fund
Utility Impact Fee Fund
Airport Fund
Cemetery Fund
Fleet Services Operating Fund
Fleet Replacement Fund

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
100-100-100	PETTY CASH	1,650.00
100-100-102	CLAIM ON POOLED CASH	(4,301,457.39)
100-100-103	FROST SAFEKEEPING 1004078	2,495,140.00
100-100-104	FROST ACCT 0591800744	15,034.91
100-100-105	MONEY MARKET @CNB #4260618	12,231.26
100-100-106	VALERO DONATION FUNDS TEXPOOL	479,404.93
100-100-107	GEN OPERATING TXCLASS 0008	3,310,534.21
100-100-108	NED TRUST(MOODY)TEXSTAR	200,728.95
100-100-109	PRNCOR GEN FUND 6FR-139362	0.26
100-100-110	TEXPOOL 2465300006 POOLED CASH	7,598,991.41
100-100-113	TEXPOOL 2465300015 N MOODY	53,020.30
100-120-100	PROPERTY TAXES RECEIVABLE	150,568.17
100-120-103	MISC. ACCOUNTS RECEIVABLE	29,415.01
100-120-110	ALLOWANCE UNCOLLECTED TAXES	0.00
100-120-120	SALES TAXES RECEIVABLE	609,206.95
100-120-130	ACCTS RECEIVABLE GARBAGE	0.00
100-120-131	ALLOWANCE - GARBAGE	0.00
100-120-140	GRANTS RECEIVABLE	0.00
100-120-141	FRANCHISE TAX RECEIVABLE	35,281.54
100-120-240	DUE FROM TAXES	0.00
100-120-250	DUE FROM FUND 350 FOR LOAN	0.00
100-120-251	DUE FROM FUND 350	0.00
100-120-255	DUE FROM OTHER FUNDS	162,531.92
100-120-302	TEDC REIMBURSE FOR MAIN ST	0.00
100-150-100	OTHER ASSETS (AUDITOR'S ENTRY)	0.00
100-170-100	CURRENT YR RES FOR ENCUMBRANCE	(486,138.63)
100-170-101	PRIOR YR RES FOR ENCUMBRANCE	342,883.07
100-180-101	DUE FROM SOURCES-GRANT REVENUE	0.00
100-190-102	DEFERRED CHGS-BOND ISSUE COST	<u>0.00</u>
		<u>10,709,026.87</u>
TOTAL ASSETS		10,709,026.87
		=====

LIABILITIES		
=====		
100-200-100	ACCRUED PAYBLES	0.00
100-200-110	ENCUMBERED PAYABLE GEN.	(486,138.63)
100-200-111	PRIOR YEAR ENCUMBRANCE	342,883.07
100-200-200	FICA & MEDICARE PAYABLE	139,940.22
100-200-201	FEDERAL WITHHOLDING PAYABLE	0.00
100-200-202	TMRS PAYABLE	0.00
100-200-203	DEFERRED COMP PAYABLE	1,385.88
100-200-204	CIVIL SERVICE-SICK LEAVE	0.00
100-200-205	TEDC SALES TAX PAYABLE	0.00
100-200-210	CHILD SUPPORT PAYABLE	(747.71)
100-200-211	GARNISHMENTS PAYABLE	0.00
100-200-212	UNUM LIFE INS PAYABLE	756.09
100-200-213	DENTAL PAYABLE	377.96
100-200-214	AFLAC PAYABLE	620.73

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
100-200-215	CLOTHES RENTAL PAYABLE	0.00
100-200-216	CINCINNATI LIFE PAYABLE	28.71
100-200-218	BLUE CHOICE PAYABLE	27.62
100-200-219	SCOTT & WHITE HEALTH PAYABLE	22,690.46
100-200-220	S&W PAYABLE 2001-2011	(9,793.98)
100-200-221	FLEXIBLE SPENDING (FSA) PAYABL	(2,750.00)
100-200-222	PRE-PAID LEGAL PAYABLE	(1,529.85)
100-200-228	MISC DEDUCTIONS PAYABLE	0.00
100-200-229	MET LIFE DENTAL PAYABLE	(551.91)
100-200-230	UNITED WAY PAYABLE	0.00
100-200-231	MEMBERSHIP/DUES PAYABLE	200.00
100-200-232	COURT BOND REFUND PAYABLE	(155.80)
100-200-233	OTHER A/P PENDING (AUDITOR)	(52,259.66)
100-200-235	VISION PLAN PAYABLE	98.08
100-200-300	RETAINAGE PAYABLE	(19,603.30)
100-200-301	COURT COLLECTIONS	47,860.83
100-200-401	WAGES PAYABLE	46,650.17
100-200-500	DUE TO OTHER FUNDS	382,214.85
100-200-502	DUE TO STATE/COURT FEES	22,537.70
100-200-503	DUE TO COMPT. SALES TAX	0.00
100-200-504	DUE TO TEDC-MONTHLY SALES TAX	100,869.09
100-200-505	DUE TO OMNIBASE SERVICES INC	1,000.81
100-200-507	DUE TO S&W/COBRA FROM OTHERS	(3,081.05)
100-200-508	DUE TO TISD:HOUSING AUTH PILOT	0.00
100-200-509	DUE TO TMRS FROM TEDC	(3,282.67)
100-210-111	DUE TO I&S (TAX COLLECTIONS)	2,153.54
100-210-191	DUE TO OTHERS FROM EVIDENCE	0.00
100-220-100	TAX DISTRIBUTION	195,732.97
100-240-100	DEFERRED TAX REVENUE	150,568.17
100-240-101	UNCLAIMED FUNDS	14,999.34
100-240-102	DEFERRED REV-BOND PREMIUM	0.00
100-240-103	DEFERRED REVENUE	<u>0.00</u>
TOTAL LIABILITIES		<u>893,701.73</u>
EQUITY		
=====		
100-260-110	PREPAYMNT PERMT M2E3LLC 100YRS	2,478.19
100-260-111	RESERVE CHRISTMAS DONATIONS	0.00
100-260-113	ESCROW-BONDS POSTED-DEFENDENTS	2,216.45
100-265-100	RESTRICTED PORTION FUND BA	0.00
100-270-100	FUND BALANCE	6,537,174.38
100-280-100	ASSIGNED FUND BALANCE	<u>32,396.29</u>
TOTAL BEGINNING EQUITY		6,574,265.31
TOTAL REVENUE		8,017,848.30
TOTAL EXPENSES		<u>4,776,788.47</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		3,241,059.83
TOTAL EQUITY & FUND BALANCE		<u>9,815,325.14</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		10,709,026.87
=====		

119-TIF (TAX INCREMENT FUND)

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
119-100-102	CLAIM ON POOLED CASH	(202,887.80)	
119-100-103	SECURITY INVESTMENTS-FROST BAN	0.00	
119-100-104	FROST ACCT 0591800744	0.00	
119-100-115	TEXPOOL 246530004 TIF PROP TAX	260,527.27	
119-120-103	MISC ACCOUNTS RECEIVABLE	0.00	
119-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00	
119-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>0.00</u>	
		<u>57,639.47</u>	
TOTAL ASSETS			57,639.47
			=====
LIABILITIES			
=====			
119-200-110	CURRENT YEAR ENCUMBRANCE	0.00	
119-200-111	PRIOR YEAR ENCUMBRANCE	0.00	
119-200-500	ACCOUNTS PAYABLE PENDING	<u>183.83</u>	
	TOTAL LIABILITIES	<u>183.83</u>	
EQUITY			
=====			
119-270-100	FUND BALANCE	<u>255,691.19</u>	
	TOTAL BEGINNING EQUITY	255,691.19	
TOTAL REVENUE		171.18	
TOTAL EXPENSES		<u>198,406.73</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(198,235.55)	
TOTAL EQUITY & FUND BALANCE		<u>57,455.64</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			57,639.47
			=====

120-HOTEL/MOTEL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
120-100-102	CLAIM ON POOLED CASH	103,705.30	
120-120-103	MISC ACCOUNTS RECEIVABLE	0.00	
120-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00	
120-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>0.00</u>	
			<u>103,705.30</u>
TOTAL ASSETS			103,705.30
			=====
LIABILITIES			
=====			
120-200-110	CURRENT YEAR ENCUMBRANCE	0.00	
120-200-111	PRIOR YEAR ENCUMBRANCE	0.00	
120-200-500	ACCOUNTS PAYABLE PENDING	0.00	
120-200-505	DUE TO SAYDA 380 AGREEMENT	<u>0.00</u>	
	TOTAL LIABILITIES		<u>0.00</u>
EQUITY			
=====			
120-270-100	FUND BALANCE	<u>70,863.17</u>	
	TOTAL BEGINNING EQUITY	70,863.17	
TOTAL REVENUE			46,708.32
TOTAL EXPENSES			<u>13,866.19</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.			32,842.13
TOTAL EQUITY & FUND BALANCE			<u>103,705.30</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			103,705.30
			=====

123-MAIN STREET REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
123-100-102	CLAIM ON POOLED CASH	62,112.25	
123-120-103	MISC ACCOUNTS RECEIVABLES	0.00	
123-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,985.00)	
123-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,985.00</u>	
		<u>62,112.25</u>	
TOTAL ASSETS			62,112.25
			=====
LIABILITIES			
=====			
123-200-110	CURRENT YEAR ENCUMBRANCE	(1,985.00)	
123-200-111	PRIOR YEAR ENCUMBRANCE	1,985.00	
123-200-500	ACCOUNTS PAYABLE PENDING	217.15	
123-240-100	PRE-REGISTER FESTIVAL/CARSHOW	<u>0.00</u>	
	TOTAL LIABILITIES	<u>217.15</u>	
EQUITY			
=====			
123-270-100	FUND BALANCE	<u>61,174.70</u>	
	TOTAL BEGINNING EQUITY	61,174.70	
TOTAL REVENUE		11,590.00	
TOTAL EXPENSES		<u>10,869.60</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		720.40	
TOTAL EQUITY & FUND BALANCE		<u>61,895.10</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			62,112.25
			=====

125-MUNICIPAL CRT SPECIAL FEE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
125-100-102	CLAIM ON POOLED CASH	90,278.13	
125-170-100	CURRENT YR RES FOR ENCUMBRANCE	(16,595.00)	
125-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>8,924.00</u>	
			<u>82,607.13</u>
TOTAL ASSETS			82,607.13
			=====
LIABILITIES			
=====			
125-200-110	CURRENT YEAR ENCUMBRANCE	(16,595.00)	
125-200-111	PRIOR YEAR ENCUMBRANCE	8,924.00	
125-200-500	ACCOUNTS PAYABLE PENDING	<u>315.00</u>	
	TOTAL LIABILITIES		(<u>7,356.00</u>)
EQUITY			
=====			
125-270-100	FUND BALANCE	<u>93,991.67</u>	
	TOTAL BEGINNING EQUITY	93,991.67	
TOTAL REVENUE		3,746.59	
TOTAL EXPENSES		<u>7,775.13</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(4,028.54)	
TOTAL EQUITY & FUND BALANCE			<u>89,963.13</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			82,607.13
			=====

129-LIBRARY GRANT/DONATION

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
129-100-102	CLAIM ON POOLED CASH	46,754.46	
129-100-103	TEXSTAR: NOBLE TRUST - 3444	924.88	
129-100-108	NED TRUST (LIBRARY) TEXSTAR	281,990.27	
129-120-103	MISC ACCTS RECEIVABLE	0.00	
129-170-100	CURRENT YR RES FOR ENCUMBRANCE	(6,831.37)	
129-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,436.37</u>	
			<u>324,274.61</u>
TOTAL ASSETS			324,274.61
			=====
LIABILITIES			
=====			
129-200-110	CURRENT YEAR ENCUMBRANCE	(6,831.37)	
129-200-111	PRIOR YEAR ENCUMBRANCE	1,436.37	
129-200-233	OTHER A/P PENDING (AUDITOR)	(10,945.00)	
129-200-500	ACCOUNTS PAYABLE PENDING	<u>10,945.00</u>	
	TOTAL LIABILITIES		(<u>5,395.00</u>)
EQUITY			
=====			
129-270-100	FUND BALANCE	<u>332,369.88</u>	
	TOTAL BEGINNING EQUITY	332,369.88	
TOTAL REVENUE		299.73	
TOTAL EXPENSES		<u>3,000.00</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(2,700.27)	
TOTAL EQUITY & FUND BALANCE			<u>329,669.61</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			324,274.61
			=====

200-ROADWAY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
200-100-102	CLAIM ON POOLED CASH	309,898.99	
200-170-100	CURRENT YR RES FOR ENCUMBRANCE	(31,870.00)	
200-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>30,000.00</u>	
			<u>308,028.99</u>
TOTAL ASSETS			308,028.99
			=====
LIABILITIES			
=====			
200-200-110	CURRENT YR ENCUMBRANCES	(31,870.00)	
200-200-111	PRIOR YR ENCUMBRANCES	30,000.00	
200-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
	TOTAL LIABILITIES		(<u>1,870.00</u>)
EQUITY			
=====			
200-270-100	FUND BALANCE	<u>295,273.99</u>	
	TOTAL BEGINNING EQUITY	295,273.99	
TOTAL REVENUE		14,625.00	
TOTAL EXPENSES		<u>0.00</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	14,625.00	
TOTAL EQUITY & FUND BALANCE		<u>309,898.99</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			308,028.99
			=====

210-TRANSPORTATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
210-100-101	2019 CO BOND FUNDS TEXSTAR	2,339,823.91	
210-100-102	CLAIM ON POOLED CASH	1,125,173.62	
210-100-103	FROST SAFEKEEPING 1004078	0.00	
210-100-104	FROST ACCOUNT 591800744	0.00	
210-120-130	ACCTS RECEIVABLE TRANSPORTATIO	47,687.71	
210-120-131	ALLOWANCE-TRANSPORTATION	(9,675.27)	
210-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,806.80)	
210-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,806.80</u>	
			<u>3,503,009.97</u>
TOTAL ASSETS			3,503,009.97
			=====
LIABILITIES			
=====			
210-200-100	ACCRUED PAYABLES	0.00	
210-200-110	CURRENT YR ENCUMBRANCES	(1,806.80)	
210-200-111	PRIOR YR ENCUMBRANCES	1,806.80	
210-200-500	ACCOUNTS PAYABLE PENDING	25,298.08	
210-240-101	UNCLAIMED FUNDS	<u>0.00</u>	
	TOTAL LIABILITIES		<u>25,298.08</u>
EQUITY			
=====			
210-270-100	FUND BALANCE	<u>4,193,259.27</u>	
	TOTAL BEGINNING EQUITY	4,193,259.27	
TOTAL REVENUE		272,141.52	
TOTAL EXPENSES		<u>987,688.90</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(715,547.38)	
TOTAL EQUITY & FUND BALANCE		<u>3,477,711.89</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			3,503,009.97
			=====

300-MUNICIPAL DRAINAGE UTILIT

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
300-100-102	CLAIM ON POOLED CASH	205,361.47	
300-120-100	DRAINAGE RECEIVABLE	35,741.68	
300-120-130	ALLOWANCE FOR DOUBTFUL ACCTS	(8,601.57)	
300-160-206	FIXED ASSET-WORK IN PROGRESS	0.00	
300-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00	
300-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00	
300-190-103	ACCUMULATED DEPRECIATION	<u>0.00</u>	
		<u>232,501.58</u>	
TOTAL ASSETS			232,501.58
			=====
LIABILITIES			
=====			
300-200-104	ACCRUED INTEREST PAYABLE	0.00	
300-200-110	CURRENT YEAR ENCUMBRANCES	0.00	
300-200-111	PRIOR YEAR ENCIMBRANCES	0.00	
300-200-233	OTHER A/P PENDING (AUDITOR)	0.00	
300-200-240	BOND PAYABLE - CURRENT	0.00	
300-200-300	RETAINAGE PAYABLE	0.00	
300-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
	TOTAL LIABILITIES	<u>0.00</u>	
EQUITY			
=====			
300-250-100	CONTRIBUTED CAPITAL-DRAINAGE	0.00	
300-270-100	FUND BALANCE	<u>179,208.09</u>	
	TOTAL BEGINNING EQUITY	179,208.09	
TOTAL REVENUE		168,249.59	
TOTAL EXPENSES		<u>114,956.10</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		53,293.49	
TOTAL EQUITY & FUND BALANCE		<u>232,501.58</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			232,501.58
			=====

320-SANITATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
320-100-102	CLAIM ON POOLED CASH	436,519.44	
320-120-103	MISC ACCOUNTS RECEIVABLE	0.00	
320-120-130	ACCTS RECEIVABLE GARBAGE	91,921.29	
320-120-131	ALLOWANCE-GARBAGE	(2,691.04)	
320-170-100	CURRENT YR RES FOR ENCUMBRANCE	0.00	
320-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>0.00</u>	
		<u>525,749.69</u>	
TOTAL ASSETS			525,749.69
			=====
LIABILITIES			
=====			
320-200-100	ACCRUED PAYABLES	0.00	
320-200-110	CURRENT YR ENCUMBRANCES	0.00	
320-200-111	PRIOR YR ENCUMBRANCES	0.00	
320-200-500	ACCOUNTS PAYABLE PENDING	0.00	
320-200-503	DUE TO STATE COMPT SALES TAX	9,780.85	
320-240-101	UNCLAIMED FUNDS	<u>0.00</u>	
TOTAL LIABILITIES		<u>9,780.85</u>	
EQUITY			
=====			
320-270-100	FUND BALANCE	<u>226,880.26</u>	
TOTAL BEGINNING EQUITY		226,880.26	
TOTAL REVENUE		611,416.48	
TOTAL EXPENSES		<u>322,327.90</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		289,088.58	
TOTAL EQUITY & FUND BALANCE		<u>515,968.84</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			525,749.69
			=====

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
340-100-100	PETTY CASH	1,350.00
340-100-101	2019 CO BOND FUNDS TEXSTAR	4,043,597.03
340-100-102	CLAIM ON POOLED CASH	1,264,944.30
340-100-103	FROST SAFEKEEPING 1004078	0.00
340-100-104	FROST ACCT 0591800744	0.00
340-100-107	TEXPOOL 2465300012 TOWER RENT	522,443.50
340-100-110	TEXPOOL 2465300001 UTILITY FD	68,647.69
340-100-116	UTILITY OPERATING-TXCLASS 0007	1,021,826.01
340-100-118	TEXPOOL RATE STABILIZATION 18	647,852.35
340-100-119	TEXPOOL CAPITAL OUTLAY-ASSETS	312,308.92
340-100-120	TEXPOOL WORKING CAPITAL-CIP	461,580.35
340-100-121	TEXPOOL 2017 WWTP IMPROVMNTS	0.00
340-120-100	ACCOUNTS RECEIVABLE	441,811.23
340-120-101	CURRENT REFUND PAYABLE	11,425.60
340-120-102	UNAPPLIED CREDITS	(41,279.38)
340-120-103	MISC. ACCOUNTS RECEIVABLE	48,639.31
340-120-104	AR - AUDIT ACCRUALS	0.00
340-120-130	ALLOWANCE-ACCTS. RECEIVABLE	(6,352.22)
340-140-100	INVENTORY	76,763.93
340-150-100	BOND ISSUANCE COSTS	0.00
340-150-105	DEFERRED AMT ON REFUNDING	16,195.80
340-160-100	LAND	457,201.00
340-160-200	BUILDINGS	6,363,714.34
340-160-206	FIXED ASSETS: WORK IN PROGRESS	1,059,892.45
340-160-225	PLANT DISTRIBUTION/COLLECTION	49,604,252.38
340-160-235	EQUIPMENT	740,246.88
340-170-100	CURRENT YR RES FOR ENCUMBRANCE	(315,685.63)
340-170-101	PRIOR YR RES FOR ENCUMBRANCE	209,891.43
340-190-103	ACCUMULATED DEPRECIATION	(<u>23,922,103.85</u>)
		<u>43,089,163.42</u>
TOTAL ASSETS		43,089,163.42
		=====

LIABILITIES		
=====		
340-200-104	ACCRUED INTEREST PAYABLE	133,158.75
340-200-110	CURRENT YEAR ENCUMBRANCES	(315,685.63)
340-200-111	PRIOR YEAR ENCUMBRANCE	209,891.43
340-200-200	FICA AND MEDICARE PAYABLE	18,866.84
340-200-201	FEDERAL WITHHOLDING PAYABLE	(1,144.93)
340-200-202	TMRS PAYABLE	0.00
340-200-203	DEFERRED COMP PAYABLE	134.73
340-200-204	DEFERRED CHARGES	0.00
340-200-208	ACCRUED VACATION	29,840.24
340-200-209	CHILD SUPPORT PAYABLE	0.00
340-200-210	NET PENSION LIABILITY	881,725.75
340-200-211	NEW OPED-SDBF LIABILITY	55,440.90
340-200-212	UNUM LIFE INS PAYABLE	147.67
340-200-213	DENTAL PAYABLE	442.81

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
340-200-214	AFLAC PAYABLE	(186.79)
340-200-215	CLOTHES RENTAL PAYABLE	0.00
340-200-218	BLUE CHOICE PAYABLE	175.48
340-200-219	SCOTT & WHITE HEALTH PAYABLE	(2,086.12)
340-200-221	FLEXIBLE SPENDING(FSA) PAYABLE	0.00
340-200-222	PRE-PAID LEGAL PAYABLE	(167.45)
340-200-228	MISC. DEDUCTIONS PAYABLE	0.00
340-200-229	MET LIFE DENTAL PAYABLE	(135.78)
340-200-230	UNITED WAY PAYABLE	(1.00)
340-200-233	OTHER A/P PENDING (AUDITOR)	(15,805.47)
340-200-235	VISION PLAN PAYABLE	11.83
340-200-240	BONDS PAYABLE-CURRENT	0.00
340-200-300	RETAINAGE PAYABLE	0.00
340-200-401	WAGES PAYABLE	13,148.57
340-200-500	ACCOUNTS PAYABLE PENDING	105,004.41
340-200-999	UNRECONCILED DIFFERENCES	0.00
340-210-100	UNAMORT. BOND DISCOUNT	(2,133.90)
340-210-101	BOND PREMIUMS	1,247,313.39
340-210-102	DEFERRED AMT ON REFUNDING	(575,726.28)
340-210-110	DEFERRED OUTFLOW RESORCES TMRS	(97,459.49)
340-210-111	SDBF-DEF OUTFLOW OF RE CONTR	(574.26)
340-210-113	SDBF DEF INFLOW ACT EX VS ASS	1,862.93
340-210-114	SDBF DEF OUTFLOW CHNG ASSUMPT	409.98
340-210-115	DEFERRED OUTFLOW INVST TMRS	(176,459.16)
340-210-118	DEFERRED INFLOW-ACTUAL VS ASSM	12,351.61
340-210-119	DEFERRED OUTFLOW-CHNG IN ASSUM	0.00
340-230-109	CAPITAL LEASE BANC ONE NEMI	0.00
340-230-111	8.745M CO SERIES 2010 (6.11M)	95,000.00
340-230-114	4.5M CO SERIES 2003 (65%)	0.00
340-230-115	4.2M COMB CO 2006 (4M)	3,600,000.00
340-230-116	10M COMB SERIES 2007 (7M)	5,780,000.00
340-230-117	9.615M COMB SERIES 08 (6.615M)	0.00
340-230-118	8.995 GO REFUNDING 2009	265,000.00
340-230-119	2.625 GO REF 2010	0.00
340-230-120	5.450M GO REF 2012 (1.460M)	740,000.00
340-230-121	4.595M 2015 GO REF (1.695M)	1,600,000.00
340-230-122	8.010M 2016 GO REF (5.065M)	5,065,000.00
340-230-123	5.34M COMB SERIES 2017(2.250M)	2,270,000.00
340-230-124	3.02M GO REF 2017 (1.585M)	1,360,000.00
340-230-125	12.590 M 2019 COs (4.425M)	4,425,000.00
340-240-100	METER DEPOSITS	487,023.00
340-240-101	UNCLAIMED FUNDS	5,530.17
340-240-120	ALLOWANCE FOR BAD DEBT	<u>0.00</u>
TOTAL LIABILITIES		<u>27,214,914.23</u>
EQUITY		
=====		
340-250-100	CONTRIBUTED CAPITAL-WATER OPER	454,779.30
340-250-101	CONTRIBUTED CAPITAL SEWER OPER	60,475.00
340-270-100	FUND BALANCE	<u>14,763,572.46</u>
TOTAL BEGINNING EQUITY		15,278,826.76
TOTAL REVENUE		3,306,040.25

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
TOTAL EXPENSES		<u>2,710,617.82</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		595,422.43
TOTAL EQUITY & FUND BALANCE		<u>15,874,249.19</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		43,089,163.42
		=====

345-UTILITY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
345-100-102	CLAIM ON POOLED CASH	916,854.17	
345-100-103	FROST SAFEKEEPING 1004078	1,000,000.00	
345-100-104	FROST ACCT 0591800744	0.00	
345-160-206	WORK IN PROGRESS	0.00	
345-160-225	PLANT DISTRIBUTION	104,188.68	
345-170-100	CURRENT YR RES FOR ENCUMBRANCE	(242,696.00)	
345-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>117,696.00</u>	
		<u>1,896,042.85</u>	
TOTAL ASSETS			1,896,042.85
			=====
LIABILITIES			
=====			
345-200-110	CURRENT YEAR ENCUMBRANCE	(242,696.00)	
345-200-111	PRIOR YEAR ENCUMBRANCE	117,696.00	
345-200-233	OTHER A/P PENDING (AUDITOR)	0.00	
345-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
	TOTAL LIABILITIES	(<u>125,000.00</u>)	
EQUITY			
=====			
345-270-100	FUND BALANCE	<u>1,923,542.85</u>	
	TOTAL BEGINNING EQUITY	1,923,542.85	
TOTAL REVENUE		97,500.00	
TOTAL EXPENSES		<u>0.00</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	97,500.00	
TOTAL EQUITY & FUND BALANCE		<u>2,021,042.85</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			1,896,042.85
			=====

350-AIRPORT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
350-100-102	CLAIM ON POOLED CASH	104,214.51
350-100-106	TEXPOOL 2017 AIRPORT CONST	959,459.21
350-120-100	AIRPORT RECEIVABLES	9,870.38
350-120-101	REFUND CHECKS PAYABLE	0.00
350-120-103	MISC. ACCOUNTS RECEIVABLES	2,524.19
350-120-140	GRANTS RECEIVABLE	0.00
350-120-250	DUE FROM OTHER FUNDS (AUDITOR)	0.00
350-150-100	BOND ISSUANCE COSTS	0.00
350-150-105	DEFERRED AMT ON REFUNDING	2,882.71
350-160-100	LAND	859,833.00
350-160-200	T-HANGERS (BUILDINGS)	4,344,298.10
350-160-206	FIXED ASSETS:WORK IN PROGRESS	12,880.00
350-160-210	EQUIPMENT	107,159.00
350-160-300	RUNWAY	2,238,415.96
350-160-335	FIELD EQUIPMENT	0.00
350-170-100	CURRENT YR RES FOR ENCUMBRANCE	(3,295.00)
350-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00
350-190-103	ACCUMULATED DEPRECIATION	(<u>1,717,549.44</u>)
		<u>6,920,692.62</u>
TOTAL ASSETS		6,920,692.62
=====		
LIABILITIES		
=====		
350-200-100	ACCRUED ACCOUNTS PAYABLE	0.00
350-200-110	CURRENT YEAR ENCUMBRANCE	(3,295.00)
350-200-111	PRIOR YEAR ENCUMBRANCE	0.00
350-200-200	FICA AND MEDICARE PAYABLE	1,269.26
350-200-201	FEDERAL WITHHOLDING PAYABLE	0.00
350-200-202	TMRS PAYABLE	0.00
350-200-210	NET PENSION LIABILITY	32,206.92
350-200-211	NEW OPED-SDBF LIABILITY	2,025.10
350-200-213	DENTAL PAYABLE	76.67
350-200-221	FLEXIBLE SPENDING(FSA) PAYABLE	0.00
350-200-222	PRE-PAID LEGAL	0.00
350-200-233	OTHER A/P PENDING (AUDITOR)	(617.76)
350-200-235	VISION PLAN PAYABLE	4.37
350-200-240	BONDS PAYABLE-CURRENT	0.00
350-200-401	WAGES PAYABLE	984.42
350-200-500	ACCOUNTS PAYABLE PENDING	1,826.24
350-200-501	DUE TO FUND 100 (LOAN ADVANCE)	0.00
350-200-502	DUE TO FUND 100	0.00
350-200-505	DUE TO OTHER FUNDS	0.00
350-200-999	UNRECONCILED DIFFERENCE	(271.67)
350-210-100	UNAMORT. BOND DISCOUNT	3,442.11
350-210-101	BOND PREMIUMS	22,342.60
350-210-110	DEFERRED OUTFLOW TMRS CONT	(3,559.92)
350-210-111	SDBF DEF OUTFLOW RE CONTRIB	(20.99)
350-210-113	SDBF DEF INFLOW ACT EXP VS ASS	68.05

350-AIRPORT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
350-210-114	SDBF DEF OUTFLOW CHNG ASSUMPT	14.98	
350-210-115	DEFERRED OUTLOW INVST TMRS	(6,445.54)	
350-210-118	DEFERRED INFLOW ACT VS ASSMPT	451.17	
350-210-119	DEFERRED OUTFLOW CNGS IN ASSUM	0.00	
350-230-101	LONG TERM DEBT	0.00	
350-230-102	BOND PAYABLE-\$290K REF 2010	15,000.00	
350-230-103	5.34M COMB SERIES 2017(1.445M)	1,450,000.00	
350-240-101	ACCRUED INTEREST PAYABLE	<u>6,051.25</u>	
	TOTAL LIABILITIES		<u>1,521,552.26</u>
EQUITY			
=====			
350-250-100	CONTRIBUTED CAPITAL GRANT	4,274,320.92	
350-250-101	CONTRIBUTED CAPITAL CITY	75,265.82	
350-280-100	RETAINED EARNINGS	600,456.95	
350-281-100	PRIOR PERIOD ADJUSTMENTS	<u>442,482.09</u>	
	TOTAL BEGINNING EQUITY	5,392,525.78	
	TOTAL REVENUE	124,384.95	
	TOTAL EXPENSES	<u>117,770.37</u>	
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	6,614.58	
	TOTAL EQUITY & FUND BALANCE		<u>5,399,140.36</u>
	TOTAL LIABILITIES, EQUITY & FUND BALANCE		<u>6,920,692.62</u> =====

370-CEMETERY OPERATING FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
370-100-102	CLAIM ON POOLED CASH	94,459.69	
370-120-103	MISC ACCOUNTS RECEIVABLES	0.00	
370-160-206	FIXED ASSETS-WORK IN PROGRESS	10,032.80	
370-170-100	CURRENT YR RES FOR ENCUMBRANCE	(959.83)	
370-170-101	PRIOR YR RES FOR ENCUMBRANCE	959.83	
370-190-103	ACCUMULATED DEPRECIATION	(2,508.20)	
		<u>101,984.29</u>	
TOTAL ASSETS			101,984.29
			=====
LIABILITIES			
=====			
370-200-110	CURRENT YR ENCUMBRANCE	(959.83)	
370-200-111	PRIOR YEAR ENCUMBRANCE	959.83	
370-200-200	FICA & MEDICARE PAYABLE	1,557.52	
370-200-201	FEDERAL WITHHOLDING PAYABLE	0.00	
370-200-202	TMRS PAYABLE	0.00	
370-200-210	NET PENSION LIABILITY	47,105.73	
370-200-211	NEW OPEB-SDBF LIABILITY	2,961.90	
370-200-213	ASSURANT DENTAL PAYABLE	55.01	
370-200-219	SCOTT & WHITE HEALTH PAYABLE	566.56	
370-200-221	FLEXIBLE SPENDING(FSA) PAYABLE	0.00	
370-200-222	PRE-PAID LEGAL	0.00	
370-200-233	OTHER A/P PENDING (AUDITOR)	(1,342.29)	
370-200-235	VISION PLAN PAYABLE	0.00	
370-200-401	WAGES PAYABLE	424.53	
370-200-500	ACCOUNTS PAYABLE PENDING	1,762.63	
370-210-100	DUE TO CEMETERY LAND PURCHASE	0.00	
370-210-110	DEFERRED OUTFLOW CONT TMRS	(5,206.72)	
370-210-111	SDBF DEF OUTFLOW RES CONTRIB	(30.68)	
370-210-113	SDBF DEF INFLOW ACT EX VS ASSU	99.53	
370-210-114	SDBF DEF OUTFLOW CHNG ASSUMPT	21.90	
370-210-115	DEFERRED OUTFLOW INVST TMRS	(9,427.24)	
370-210-118	DEFERRED INFLOW ACTUAL VS ASSM	659.88	
370-210-119	DEFERRED OUTFLOW-CHG ASSUMP	<u>0.00</u>	
TOTAL LIABILITIES			<u>39,208.26</u>
EQUITY			
=====			
370-270-100	FUND BALANCE	<u>82,029.91</u>	
TOTAL BEGINNING EQUITY		82,029.91	
TOTAL REVENUE		64,282.83	
TOTAL EXPENSES		<u>83,536.71</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(19,253.88)	
TOTAL EQUITY & FUND BALANCE		<u>62,776.03</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			101,984.29
			=====

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
382-100-102	CLAIM ON POOLED CASH	(23,673.72)
382-120-250	DUE FROM OTHER FUNDS	0.00
382-160-206	ESCROW FOR EQUIPMENT PURCHASES	0.00
382-160-301	VEHICLES	0.00
382-160-303	OFFICE EQUIPMENT	0.00
382-160-305	FIELD EQUIPMENT	0.00
382-160-306	HEAVY EQUIPMENT	0.00
382-160-320	EQUIPMENT	0.00
382-170-100	CURRENT YR RES FOR ENCUMBRANCE	(100,516.11)
382-170-101	PRIOR YR RES FOR ENCUMBRANCE	57,457.53
382-190-103	ACCUMULATED DEPRECIATION	<u>0.00</u>
		(<u>66,732.30</u>)
TOTAL ASSETS		(66,732.30)
		=====
LIABILITIES		
=====		
382-200-110	CURRENT YEAR ENCUMBRANCE	(100,516.11)
382-200-111	PRIOR YEAR ENCUMBRANCE	57,457.53
382-200-200	FICA AND MEDICARE PAYABLE	2,372.50
382-200-201	FEDERAL WITHHOLDING PAYABLE	0.00
382-200-202	TMRS PAYABLE	(0.01)
382-200-203	DEFERRED COMP PAYABLE	0.00
382-200-208	ACCRUED VACATION	4,944.81
382-200-210	NET PENSION LIABILITY	108,042.26
382-200-211	NEW OPEB-SDBF LIABILITY	6,793.45
382-200-212	UNUM LIFE INSURANCE PAYABLE	12.51
382-200-213	DENTAL PAYABLE	73.27
382-200-214	AFLAC PAYABLE	(63.13)
382-200-215	CLOTHES RENTAL PAYABLE	0.00
382-200-218	BLUE CHOICE PAYABLE	0.00
382-200-219	SCOTT & WHITE HEALTH PAYABLE	228.07
382-200-221	FLEXIBLE SPENDING(FSA) PAYABLE	0.00
382-200-222	PRE-PAID LEGAL PAYABLE	51.80
382-200-229	MET LIFE DENTAL PAYABLE	0.00
382-200-233	OTHER A/P PENDING (AUDITOR)	(2,723.96)
382-200-235	VISION PLAN PAYABLE	(3.56)
382-200-401	WAGES PAYABLE	557.59
382-200-500	ACCOUNTS PAYABLE PENDING	3,109.58
382-210-110	DEFERRED OUTFLOW CONTB TMRS	(11,942.20)
382-210-111	SDBF DEF OUTFLOW RES CONTRI	(70.35)
382-210-113	SDBF DEF INFLOW ACT EXP VS ASS	228.27
382-210-114	SDBF DEF OUTFLOW CHNG ASSUMPT	50.24
382-210-115	DEFERRED OUTFLOW INVST TMRS	(21,622.42)
382-210-118	DEFERRED INFLOW ACTUAL VS ASSM	1,513.50
382-210-119	DEFERRED OUTLOW-CHNG IN ASSUMP	0.00
382-240-101	UNCLAIMED FUNDS	<u>78.32</u>
TOTAL LIABILITIES		<u>48,571.96</u>

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
EQUITY		
=====		
382-260-121	RESERVE:FUTURE EQUIP PURCHASES	0.00
382-270-100	FUND BALANCE	(<u>32,252.72</u>)
	TOTAL BEGINNING EQUITY	(32,252.72)
	TOTAL REVENUE	184,919.45
	TOTAL EXPENSES	<u>267,970.99</u>
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	(83,051.54)
	TOTAL EQUITY & FUND BALANCE	(<u>115,304.26</u>)
	TOTAL LIABILITIES, EQUITY & FUND BALANCE	(66,732.30)
=====		

384-FLEET REPLACEMENT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
384-100-102	CLAIM ON POOLED CASH	(209,783.63)	
384-100-104	CAPITAL EQUIP ACCT 2139517	0.00	
384-100-105	SIGNATURE BANK EQUIP (ESCROW)	0.00	
384-100-106	FROST LEASING ESCROW 010597724	0.00	
384-100-107	UMB BANK CLAYTON HOLDINGS	17,992.32	
384-100-108	2018 FLEET/EQUIP TEXSTAR 20180	377,704.08	
384-100-109	GOVERNMENT CAPITAL CORP	(406,722.00)	
384-120-103	MISC ACCOUNTS RECEIVABLES	0.00	
384-140-100	PREPAID CAP LEASE	0.00	
384-150-100	BOND ISSUANCE COSTS	0.00	
384-160-206	FIXED ASSETS-WORK IN PROGRESS	107,814.38	
384-160-320	MACHINERY & EQUIPMENT	6,192,511.10	
384-170-100	CURRENT YR RES FOR ENCUMBRANCE	(3,824,859.04)	
384-170-101	PRIOR YR RES FOR ENCUMBRANCE	3,705,083.58	
384-190-103	ACCUMULATED DEPRECIATION	(<u>3,615,302.43</u>)	
		<u>2,344,438.36</u>	
TOTAL ASSETS			2,344,438.36
			=====
LIABILITIES			
=====			
384-200-104	ACCRUED INTEREST PAYALBE	0.00	
384-200-110	CURRENT YEAR ENCUMBRANCE	(3,770,455.04)	
384-200-111	PRIOR YEAR ENCUMBRANCE	3,650,679.58	
384-200-500	ACCOUNTS PAYABLE PENDING	0.00	
384-200-505	DUE TO OTHER FUNDS	0.00	
384-210-101	UNAMORT BOND PREMIUM	48,530.83	
384-230-103	5.44M COMB SERIES 2015(2.66M)	1,910,000.00	
384-230-115	CAPITAL LEASE PAYABLE-CURRENT	0.00	
384-230-120	CAP LEASE PAYABLE-NONCURRENT	1,181,458.76	
384-230-125	NOTES PAYABLE	549,105.67	
384-240-101	ACCRUED INTEREST PAYABLE	<u>22,154.55</u>	
TOTAL LIABILITIES			<u>3,591,474.35</u>
EQUITY			
=====			
384-270-100	FUND BALANCE	(<u>842,335.90</u>)	
TOTAL BEGINNING EQUITY		(842,335.90)	
TOTAL REVENUE		109,946.65	
TOTAL EXPENSES		<u>514,646.74</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(404,700.09)	
TOTAL EQUITY & FUND BALANCE		(<u>1,247,035.99</u>)	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			2,344,438.36
			=====

Attachment E
Sales Tax Tracking Report

Sales Tax Tracking (Total Amount) FY 2020-21

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimated Amount	\$ Difference from Actual to Est. Amt	% from Actual	\$ Difference from Prior Year Amount	% from Pr. Yr. Actual
	Actual	Actual	Actual	Actual	Actual					
October	320,355	333,211	350,589	\$ 389,538	393,127	331,108	62,019	18.7%	3,589	0.9%
November	374,270	367,873	416,457	422,737	482,805	338,190	144,615	42.8%	60,068	14.2%
December	302,790	329,458	376,081	390,346	404,316	312,277	92,039	29.5%	13,970	3.6%
January	306,687	379,137	328,713	356,902	403,476	285,521	117,955	41.3%	46,575	13.0%
February	399,542	421,201	414,617	507,733		469,653				
March	285,806	294,166	334,744	347,808		278,246				
April	275,023	280,487	338,154	332,858		282,929				
May	400,403	416,809	395,638	457,487		349,744				
June	322,240	319,869	352,018	403,305		311,184				
July	312,955	349,865	378,446	423,927		354,225				
August	340,817	405,299	411,815	514,060		488,357				
Sept.	310,945	330,626	410,378	408,382		387,962				
	\$ 3,951,833	\$ 4,228,002	\$ 4,507,651	\$ 4,955,083	\$ 1,683,725	\$ 4,303,935	\$ 416,629		\$ 124,201	

Sales Tax Tracking (Taylor EDC Portion) FY 2020-21

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Actual
October	\$ 80,089	\$ 83,303	\$ 87,647	\$ 97,385	\$ 98,282
November	93,568	91,968	104,114	\$ 105,684	\$ 120,701
December	75,698	82,365	94,020	\$ 97,587	\$ 101,079
January	76,672	94,784	82,178	\$ 89,225	\$ 100,869
February	99,886	105,300	103,654	\$ 126,933	
March	71,452	73,542	83,686	\$ 86,952	
April	68,756	70,122	84,539	\$ 83,214	
May	100,101	104,202	98,910	\$ 114,372	
June	80,560	79,967	88,005	\$ 100,826	
July	78,239	87,466	94,611	\$ 105,982	
August	85,204	101,325	102,954	\$ 128,515	
Sept.	77,736	82,656	102,594	\$ 102,095	
	987,958	1,057,001	1,126,913	1,238,771	420,931

Sales Tax Tracking (City's Portion) FY 2020-21

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimated Amount	\$ Difference from Actual to Est. Amt	% from Actual	\$ Difference from Prior Year Amount	% from Pr. Yr. Actual
	Actual	Actual	Actual	Actual	Actual					
October	240,266	249,908	262,942	292,154	294,845	248,331	46,515	18.7%	2,692	0.9%
November	280,703	275,905	312,342	317,053	362,104	253,642	108,461	42.8%	45,051	14.2%
December	227,092	247,094	282,061	292,760	303,237	234,208	69,029	29.5%	10,477	3.6%
January	230,015	284,353	246,535	267,676	302,607	214,141	88,466	41.3%	34,931	13.0%
February	299,656	315,901	310,963	380,800		352,240				
March	214,354	220,625	251,058	260,856		208,685				
April	206,267	210,365	253,616	249,643		212,197				
May	300,302	312,607	296,729	343,115		262,308				
June	241,680	239,902	264,014	302,478		233,388				
July	234,716	262,399	283,834	317,946		265,669				
August	255,613	303,974	308,861	385,545		366,268				
Sept.	233,209	247,969	307,783	306,286		290,972				
% Monthly Increase over prior year						\$ 3,142,048	\$ 312,472		\$ 93,151	

Cumulative Year-to-Date FY 2020-21

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimated Amount	\$ Difference from Actual to Est. Amt	% from Actual	\$ Difference from Prior Year Amount	% from Pr. Yr. Actual
	Actual	Actual	Actual	Actual	Actual					
October	240,266	249,908	262,942	292,154	294,845	248,331	46,515	18.7%	2,692	0.9%
November	520,969	525,813	575,285	609,207	656,949	501,973	154,976	30.9%	47,742	7.8%
December	748,061	772,907	857,345	901,967	960,186	736,181	224,005	30.4%	58,220	6.5%
January	978,077	1,057,260	1,103,880	1,169,643	1,262,794	950,322	312,472	32.9%	93,151	8.0%
February	1,277,733	1,373,161	1,414,843	1,550,443		1,302,562				
March	1,492,087	1,593,785	1,665,901	1,811,298		1,511,246				
April	1,698,355	1,804,151	1,919,517	2,060,942		1,723,443				
May	1,998,657	2,116,757	2,216,245	2,404,057		1,985,751				
June	2,240,337	2,356,659	2,480,259	2,706,535		2,219,139				
July	2,475,053	2,619,058	2,764,094	3,024,481		2,484,808				
August	2,730,666	2,923,032	3,072,955	3,410,026		2,851,076				
Sept.	2,963,875	3,171,002	3,380,738	3,716,313		3,142,048				
% Y-T-D Increase over prior year	#####	#####	#####	#####						

Attachment F

Monthly Investment Report



Monthly Investment Report
January 31, 2021

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

New Players and New Agendas

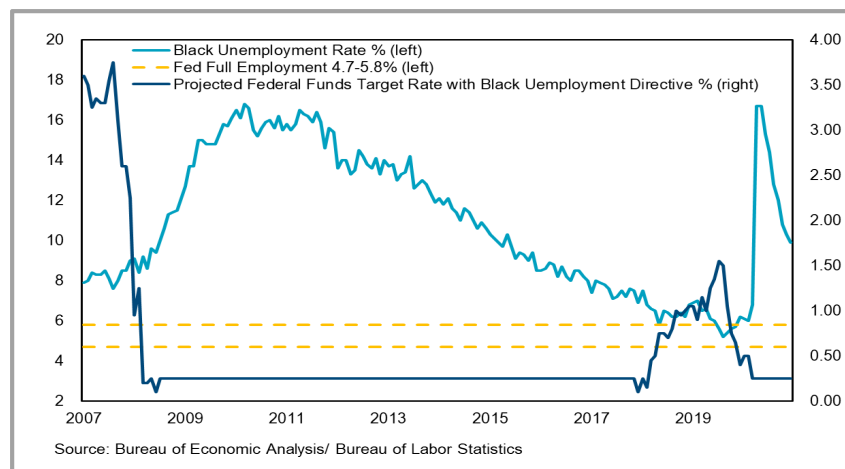
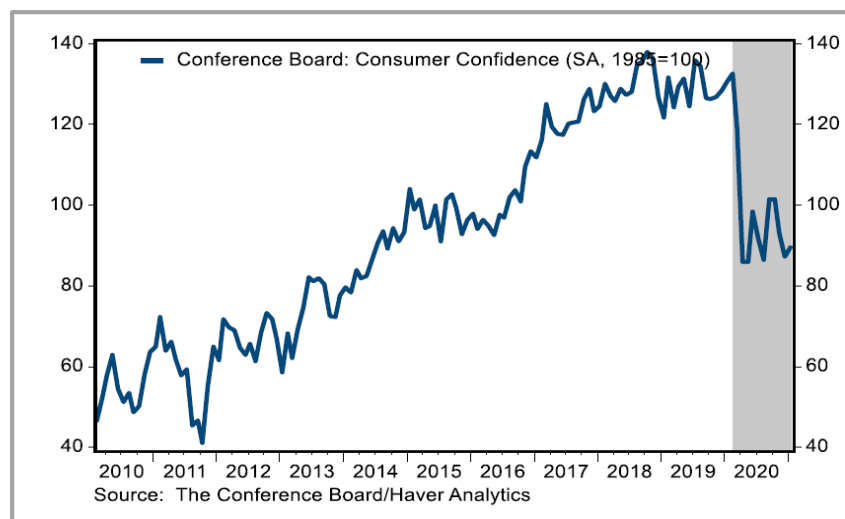
Right or wrong, the policy environment during the pandemic has been complicated by politics and social agendas. This will undoubtedly continue to cause uncertainty in the markets.

At the onset of Covid-19, the Fed deployed multiple economic support measures. Accommodative policy grew to stabilize credit markets: lowering interest rates to zero, ramping up asset purchases, and launching multiple lending and liquidity programs - which pumped trillions of dollars into the system. The Fed is still buying Treasuries of at least \$80 billion per month and mortgage-backed securities of at least \$40 billion per month, with purchases totaling \$2.9T since March. The FOMC is mindful of the drastic *taper tantrum* of 2013 when Bernanke tried to take away the punchbowl and they won't do *that* again. Chair Powell has again repeated his "*we're not thinking about thinking about*" reducing QE or raising rates as the pandemic weighs on the U.S. economy. Read here: [low rates](#).

Now 2021 brings critics that argue the Fed has not done enough to encourage economic *equality*. (Which they actually started in 2019 in an outreach program on the Fed Board and regional banks.)

In addition to the long-standing dual mandate of managing inflation and full employment, any unstudied move for the Fed to address economic equality would surely bring the Fed into the Congressional domain. This is a slippery slope allowing regulatory controls (wages, lending, etc.) to side-step Congressional action. It would also tend to longer term rate accommodation. Congress throughout has been slow to take any action, but with party control in Congress it should be more accountable and productive without redefining our core structure.

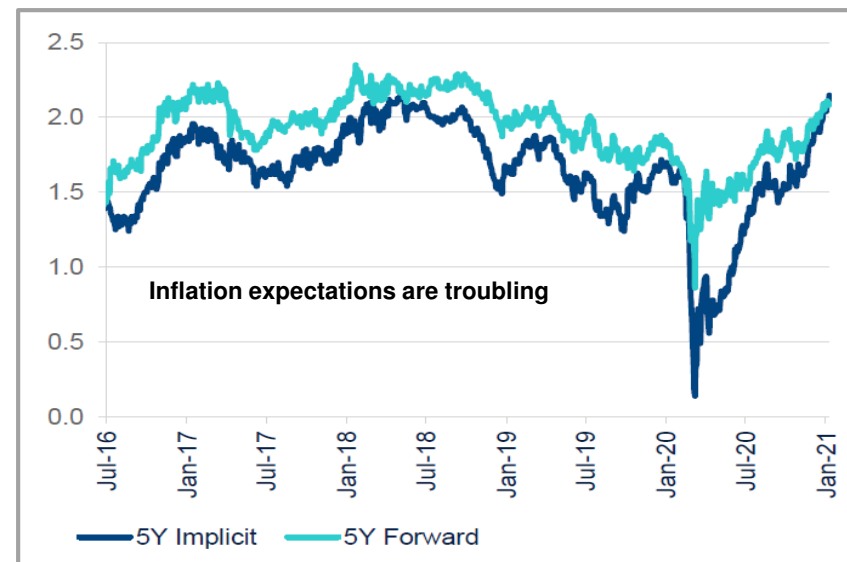
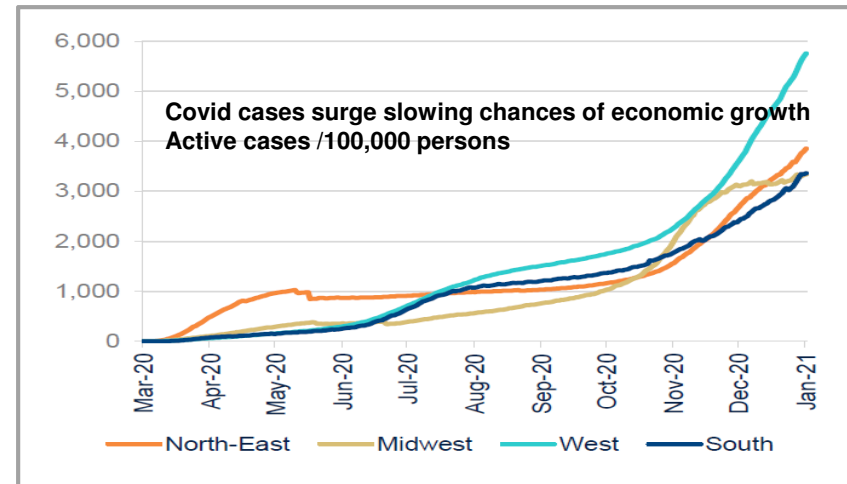
The current trying economic situation needs stimulus but, providing simply more direct payment stimulus, could prove problematic. One has to look at diminishing returns from earlier government outlays amid rising savings and investment rates among recipients, as well as rapidly rising federal debt to guess the outcome.



A Focus on Downside Risks

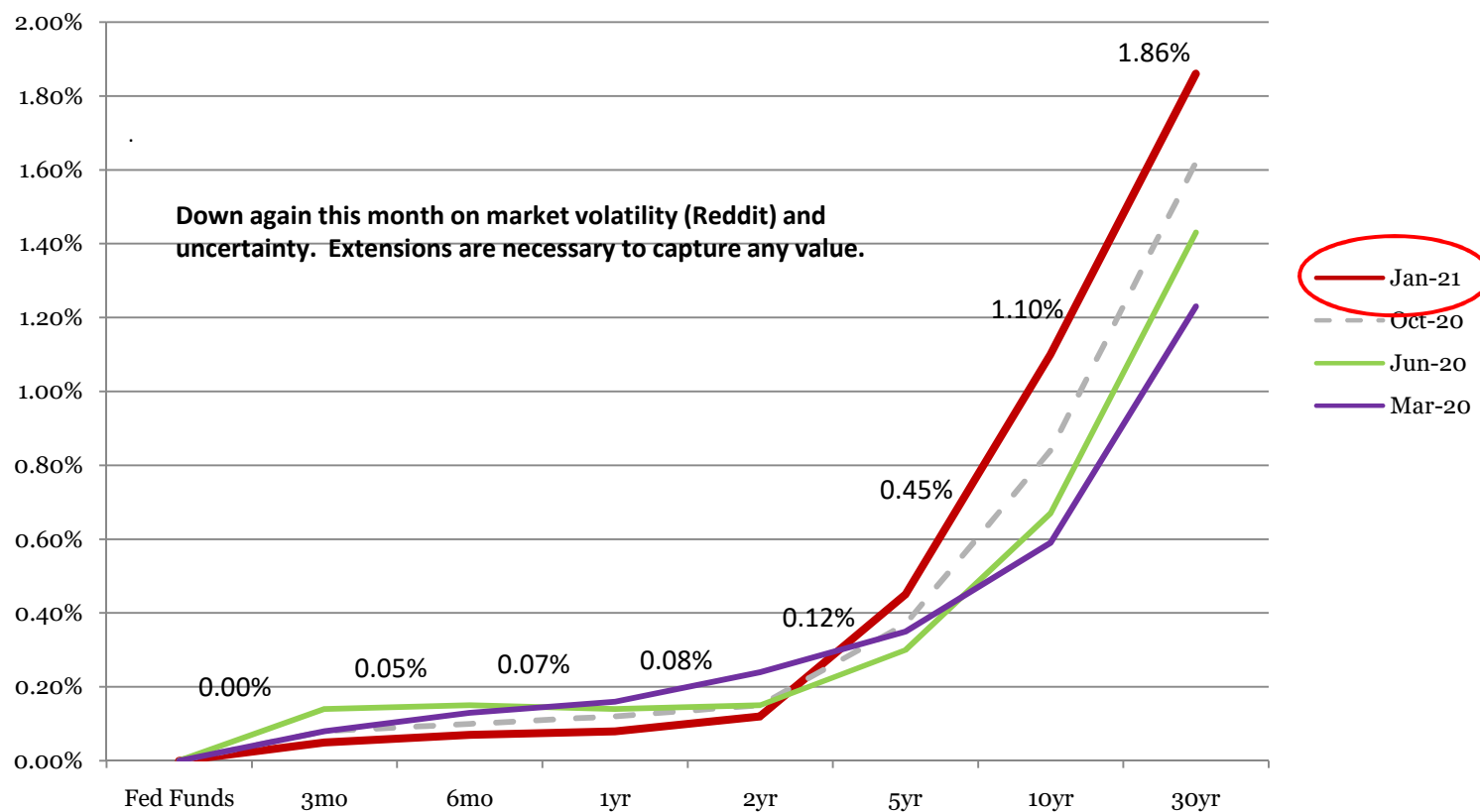
We know that investors particularly, and people in general, fear uncertainty and hope that it would disappear with 2020 and now are once again replaced with reality. There are simply too many challenges to think that things will improve quickly or easily. 2021 starts with a number of dismal indicators while resources are stretched to the brink. 10 million people are out of work, 14 million are behind on rent, and 18% of families report a lack of food. The growth spurt in October and November has sputtered.

- The economy is stalling again after its holiday surge in Covid-19 cases. Consumers' confidence has moved inversely with the uptick in cases, which then slows entire supply chains.
- The much anticipated vaccine roll-out is falling well short of expectations and may extend through 2021 and that is without virus mutation events.
- A unified government improves the chances for Biden's agenda but does not guarantee it. Promises always meet harsh realities when fiscal facts are finally confronted. But political turmoil adds to pressure on long term rates forcing the Fed's hand for continuing support.
- Additional fiscal stimulus would provide some upside to the economic outlook but that also entails long term debt considerations.
- Political unrest in many global hot spots will slow agendas. US-China tensions will not automatically disappear. Even UK-EU risks remain.
- Bank asset quality and profitability are a concern even with support.
- A slowing economy confirms the need for further stimulus, which should also eventually point to higher inflation. But the expected reconciliation process may not be up to a \$1.9 trillion tab.
- Fears of a double dip recession in Europe are crystallizing. The ECB has increased its bond-buying to €1.85 trillion and bank lending to €300 Billion.
- Fear not, there are many good signs too. Real estate continues to boom with low mortgage rates and oil and gas activity has picked up on slightly higher demand. The vaccine is slowly being distributed. But, the scales are definitely tipping to low inflation, low rates and low expectations.



Where will 2021 Lead Us?

- The curve continues to fight the virus and though the long end has moved up slightly in yield on potential recovery fears, the short end remains almost stationary. The Fed actions on the long end will control any major increase.
- The various Covid vaccines have been a major boost to confidence but until it is disseminated and recovery begins, the impact is more of a confidence builder than a reality. That appears to require several more months.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2023. Looks like the curve will do its job for it.
- A final governmental *peaceful* transition should more closely identify upcoming changes and give the markets a boost for risk assets.

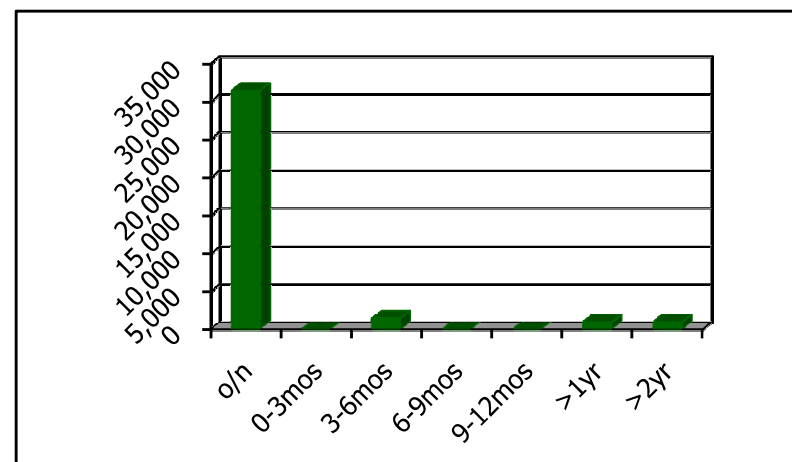
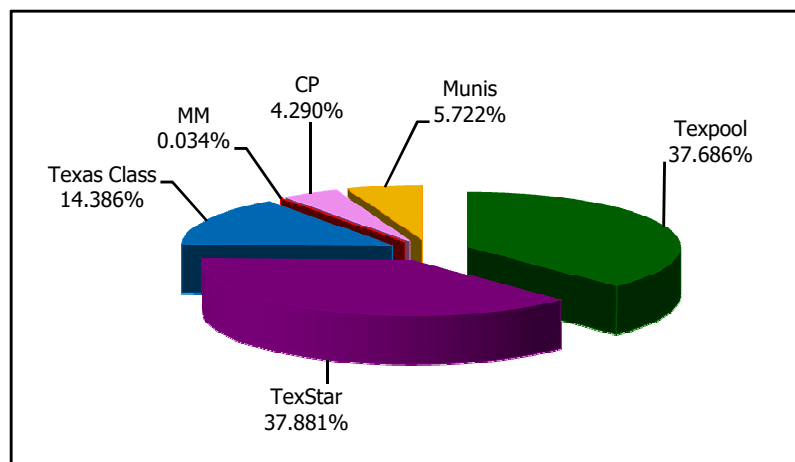


End of Month Rates - Full Yield Curve – Fed Funds to 30yr

Your Portfolio

As of January 31, 2021

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them for any value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity yields little or no value, but with a flat short curve it may be the only sector available out to six months without the use of CP. Our expectation is of continuing dismally low rates, but we look for value in your authorized sectors to capture the yield available as markets change.
- Fed actions will continue and additional stimulus will boost some risk-on confidence, providing opportunities in the markets.
- The non-cash portion of your portfolio is yielding 0.39%.





**City of Taylor, Texas
Portfolio Management
Portfolio Summary
January 31, 2021**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	1,500,000.00	1,498,400.00	1,498,400.00	4.29	180	128	0.305
Municipal Bonds	2,000,000.00	2,002,340.00	1,998,274.26	5.72	807	698	0.454
Texpool	13,158,447.15	13,158,447.15	13,158,447.15	37.69	1	1	0.079
TexStar	13,226,449.14	13,226,449.14	13,226,449.14	37.88	1	1	0.058
Texas Class	5,022,914.95	5,022,914.95	5,022,914.95	14.39	1	1	0.132
Money Market	12,231.26	12,231.26	12,231.26	0.04	1	1	0.010
	34,920,042.50	34,920,782.50	34,916,716.76	100.00%	55	46	0.110

Investments							
Total Earnings	January 31	Month Ending	Fiscal Year To Date				
Current Year		3,334.16	13,830.15				

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the City of Taylor, Texas of the position and activity within the City's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

Jeffrey Wood, Finance Director



City of Taylor, Texas
Summary by Type
January 31, 2021
Grouped by Fund

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746
 -

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 2019 Bond Fund						
TexStar	1	9,807,003.97	9,807,003.97	28.09	0.058	1
Subtotal	1	9,807,003.97	9,807,003.97	28.09	0.058	1
Fund: Airport Fund						
Texpool	1	959,459.21	959,459.21	2.75	0.079	1
Subtotal	1	959,459.21	959,459.21	2.75	0.079	1
Fund: Cemetery Permanent Fund						
Money Market	1	0.00	0.00	0.00	0.000	0
Texas Class	1	690,554.73	690,554.73	1.98	0.132	1
Texpool	1	58,354.31	58,354.31	0.17	0.079	1
TexStar	1	56,456.03	56,456.03	0.16	0.058	1
Subtotal	4	805,365.07	805,365.07	2.31	0.123	1
Fund: Fleet Replacement Fund						
TexStar	1	377,704.08	377,704.08	1.08	0.058	1
Subtotal	1	377,704.08	377,704.08	1.08	0.058	1
Fund: General Fund						
Commercial Paper Disc. -Amortizing	1	1,500,000.00	1,498,400.00	4.29	0.305	128
Principal	1	0.00	0.00	0.00	0.000	0
Money Market	2	12,231.26	12,231.26	0.04	0.010	1
Municipal Bonds	2	2,000,000.00	1,998,274.26	5.72	0.454	698
Texas Class	1	3,310,534.21	3,310,534.21	9.48	0.132	1
Texpool	1	9,867,273.55	9,867,273.55	28.26	0.079	1
TexStar	1	2,985,285.06	2,985,285.06	8.55	0.058	1
Subtotal	9	19,675,324.08	19,671,998.34	56.34	0.140	81
Fund: General Capital Fund						
TexStar	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0

City of Taylor, Texas
Summary by Type
January 31, 2021
Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Special Rev-Tax Increment Fund						
Texpool	1	260,527.27	260,527.27	0.75	0.079	1
Subtotal	1	260,527.27	260,527.27	0.75	0.079	1
Fund: Utility Fund						
Texas Class	1	1,021,826.01	1,021,826.01	2.93	0.132	1
Texpool	1	2,012,832.81	2,012,832.81	5.76	0.079	1
Subtotal	2	3,034,658.82	3,034,658.82	8.69	0.097	1
Total and Average	20	34,920,042.50	34,916,716.76	100.00	0.110	46



City of Taylor, Texas
Fund 19BOND - 2019 Bond Fund
Investments by Fund
January 31, 2021

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
TexStar										
20190	10044	TexStar	04/24/2019	9,807,003.97	9,807,003.97	9,807,003.97	0.058	0.057	0.058	1
Subtotal and Average				9,807,003.97	9,807,003.97	9,807,003.97		0.058	0.058	1
Total Investments and Average				9,807,003.97	9,807,003.97	9,807,003.97		0.058	0.058	1

**Fund AIR - Airport Fund
Investments by Fund
January 31, 2021**

Page 2

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
300019	10007	Texpool	11/01/2017	959,459.21	959,459.21	959,459.21	0.079	0.078	0.079	1
Subtotal and Average				959,459.21	959,459.21	959,459.21		0.078	0.079	1
Total Investments and Average				959,459.21	959,459.21	959,459.21		0.078	0.079	1

Fund CEM - Cemetery Permanent Fund
Investments by Fund
January 31, 2021

Page 3

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
300007	10008	Texpool	11/01/2017	58,354.31	58,354.31	58,354.31	0.079	0.078	0.079	1
Subtotal and Average				58,354.31	58,354.31	58,354.31		0.078	0.079	1
TexStar										
22880	10003	TexStar	11/01/2017	56,456.03	56,456.03	56,456.03	0.058	0.057	0.058	1
Subtotal and Average				56,456.03	56,456.03	56,456.03		0.058	0.058	1
Texas Class										
70006	10001	Texas Class	11/01/2017	690,554.73	690,554.73	690,554.73	0.132	0.129	0.131	1
Subtotal and Average				690,554.73	690,554.73	690,554.73		0.130	0.132	1
Money Market										
54941	10009	Fidelity Govt Cash Res (FDRXX)	11/01/2017	0.00	0.00	0.00				1
Subtotal and Average				0.00	0.00	0.00		0.000	0.000	0
Total Investments and Average				805,365.07	805,365.07	805,365.07		0.121	0.123	1

Fund FLEET - Fleet Replacement Fund
Investments by Fund
January 31, 2021

Page 4

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
TexStar										
20180	10030	TexStar	08/08/2018	377,704.08	377,704.08	377,704.08	0.058	0.057	0.058	1
Subtotal and Average				377,704.08	377,704.08	377,704.08		0.058	0.058	1
Total Investments and Average				377,704.08	377,704.08	377,704.08		0.058	0.058	1

**Fund GEN - General Fund
Investments by Fund
January 31, 2021**

Page 5

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
06742VR94	10055	Barclays Bank CP	12/11/2020	1,498,400.00	1,500,000.00	1,498,400.00		0.300	0.304	06/09/2021	128
Subtotal and Average				1,498,400.00	1,500,000.00	1,498,400.00		0.300	0.305		128
Municipal Bonds											
419792ZH2	10054	State of Hawaii	10/29/2020	1,000,000.00	1,000,000.00	1,003,210.00	0.429	0.422	0.428	10/01/2022	607
59333NN90	10053	Maimi-Dade County FL	09/30/2020	998,274.26	1,000,000.00	999,130.00	0.375	0.473	0.480	04/01/2023	789
Subtotal and Average				1,998,274.26	2,000,000.00	2,002,340.00		0.448	0.454		697
Texpool											
300003	10004	Texpool	11/01/2017	9,867,273.55	9,867,273.55	9,867,273.55	0.079	0.078	0.079		1
Subtotal and Average				9,867,273.55	9,867,273.55	9,867,273.55		0.078	0.079		1
TexStar											
34440	10002	TexStar	11/01/2017	2,985,285.06	2,985,285.06	2,985,285.06	0.058	0.057	0.058		1
Subtotal and Average				2,985,285.06	2,985,285.06	2,985,285.06		0.058	0.058		1
Texas Class											
70008	10048	Texas Class	01/22/2020	3,310,534.21	3,310,534.21	3,310,534.21	0.132	0.129	0.131		1
Subtotal and Average				3,310,534.21	3,310,534.21	3,310,534.21		0.130	0.132		1
Money Market											
60618	10000	Citizens Nat'l Bank MM-Public	11/01/2017	12,231.26	12,231.26	12,231.26	0.010	0.009	0.010		1
54942	10010	Fidelity Govt Cash Res (FDRXX)	11/01/2017	0.00	0.00	0.00					1
Subtotal and Average				12,231.26	12,231.26	12,231.26		0.010	0.010		1
Principal											
54942A	10040	Cash	01/02/2019	0.00	0.00	0.00					1
Subtotal and Average				0.00	0.00	0.00		0.000	0.000		0
Total Investments and Average				19,671,998.34	19,675,324.08	19,676,064.08		0.138	0.140		81

Fund GENCAP - General Capital Fund
Investments by Fund
January 31, 2021

Page 6

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
TexStar										
20181	10029	TexStar	08/08/2018	0.00	0.00	0.00	2.307	2.275	2.306	1
Subtotal and Average				0.00	0.00	0.00		0.000	0.000	0
Total Investments and Average				0.00	0.00	0.00		0.000	0.000	0

Fund SPECREV - Special Rev-Tax Increment Fund
Investments by Fund
January 31, 2021

Page 7

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
300004	10005	Texpool	11/01/2017	260,527.27	260,527.27	260,527.27	0.079	0.078	0.079	1
Subtotal and Average				260,527.27	260,527.27	260,527.27		0.078	0.079	1
Total Investments and Average				260,527.27	260,527.27	260,527.27		0.078	0.079	1

**Fund UTIL - Utility Fund
Investments by Fund
January 31, 2021**

Page 8

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
300001	10006	Texpool	11/01/2017	2,012,832.81	2,012,832.81	2,012,832.81	0.079	0.078	0.079	1
Subtotal and Average				2,012,832.81	2,012,832.81	2,012,832.81		0.078	0.079	1
Texas Class										
70007	10047	Texas Class	01/22/2020	1,021,826.01	1,021,826.01	1,021,826.01	0.132	0.129	0.131	1
Subtotal and Average				1,021,826.01	1,021,826.01	1,021,826.01		0.130	0.132	1
Total Investments and Average				3,034,658.82	3,034,658.82	3,034,658.82		0.096	0.097	1



City of Taylor, Texas
Interest Earnings
Sorted by Fund - Fund
January 1, 2021 - January 31, 2021
Yield on Average Book Value

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

										Adjusted Interest Earnings		
CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: 2019 Bond Fund												
20190	10044	19BOND	RR2	9,807,003.97	9,988,407.87	9,888,707.14		0.058	0.058	489.73	0.00	489.73
			Subtotal	9,807,003.97	9,988,407.87	9,888,707.14			0.058	489.73	0.00	489.73
Fund: Airport Fund												
300019	10007	AIR	RRP	959,459.21	959,394.61	959,400.86		0.079	0.079	64.60	0.00	64.60
			Subtotal	959,459.21	959,394.61	959,400.86			0.079	64.60	0.00	64.60
Fund: Cemetery Permanent Fund												
300007	10008	CEM	RRP	58,354.31	58,350.38	58,350.76		0.079	0.079	3.93	0.00	3.93
70006	10001	CEM	RR3	690,554.73	690,477.53	690,485.00		0.132	0.132	77.20	0.00	77.20
22880	10003	CEM	RR2	56,456.03	56,453.23	56,453.50		0.058	0.058	2.80	0.00	2.80
			Subtotal	805,365.07	805,281.14	805,289.26			0.123	83.93	0.00	83.93
Fund: Fleet Replacement Fund												
20180	10030	FLEET	RR2	377,704.08	411,028.16	392,744.85		0.058	0.059	19.52	0.00	19.52
			Subtotal	377,704.08	411,028.16	392,744.85			0.059	19.52	0.00	19.52
Fund: General Fund												
300003	10004	GEN	RRP	9,867,273.55	7,685,330.71	9,061,218.15		0.079	0.079	606.14	0.00	606.14
70008	10048	GEN	RR3	3,310,534.21	3,310,164.29	3,310,200.09		0.132	0.132	369.92	0.00	369.92
60618	10000	GEN	RR4	12,231.26	12,231.16	12,231.17		0.010	0.010	0.10	0.00	0.10
34440	10002	GEN	RR2	2,985,285.06	2,985,137.42	2,985,151.71		0.058	0.058	147.64	0.00	147.64
06742VR94	10055	GEN	ACP	1,500,000.00	1,498,012.50	1,498,212.50	06/09/2021		0.305	0.00	387.50	387.50
59333NN90	10053	GEN	MC1	1,000,000.00	998,053.20	998,167.30	04/01/2023	0.375	0.637	319.37	221.06	540.43
419792ZH2	10054	GEN	MC1	1,000,000.00	1,000,000.00	1,000,000.00	10/01/2022	0.429	0.421	357.50	0.00	357.50
			Subtotal	19,675,324.08	17,488,929.28	18,865,180.92			0.150	1,800.67	608.56	2,409.23
Fund: Special Rev-Tax Increment Fund												
300004	10005	SPECREV	RRP	260,527.27	260,509.75	260,511.45		0.079	0.079	17.52	0.00	17.52
			Subtotal	260,527.27	260,509.75	260,511.45			0.079	17.52	0.00	17.52

City of Taylor, Texas
Interest Earnings
January 1, 2021 - January 31, 2021

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Utility Fund												
300001	10006	UTIL	RRP	2,012,832.81	2,012,697.34	2,012,710.45		0.079	0.079	135.47	0.00	135.47
70007	10047	UTIL	RR3	1,021,826.01	1,021,711.85	1,021,722.90		0.132	0.132	114.16	0.00	114.16
			Subtotal	3,034,658.82	3,034,409.19	3,034,433.35			0.097	249.63	0.00	249.63
			Total	34,920,042.50	32,947,960.00	34,206,267.83			0.115	2,725.60	608.56	3,334.16

City of Taylor, Texas
Amortization Schedule
January 1, 2021 - January 31, 2021
Sorted By Fund - Fund

Patterson & Associates
 901 S. MoPac
 Suite 195
 Austin, TX 78746
 -

Investment #		Maturity Date	Beginning Par Value				Amounts Amortized			
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 01/01/2021	Amount Amortized This Period	Amt Amortized Through 01/31/2021	Amount Unamortized Through 01/31/2021
General Fund										
10055	GEN	06/09/2021	1,500,000.00	1,497,750.00	-2,250.00	1,498,400.00	262.50	387.50	650.00	-1,600.00
Barclays Bank CP							-1,987.50			
10053	GEN	04/01/2023	1,000,000.00	997,390.00	-2,610.00	998,274.26	663.20	221.06	884.26	-1,725.74
Miami-Dade County FL		10/01/2021	0.375				-1,946.80			
Subtotal				2,495,140.00	-4,860.00	2,496,674.26	925.70	608.56	1,534.26	-3,325.74
							-3,934.30			
Total				2,495,140.00	-4,860.00	2,496,674.26	925.70	608.56	1,534.26	-3,325.74
							-3,934.30			



City of Taylor, Texas
Projected Cashflow Report
Sorted by Monthly
For the Period February 1, 2021 - August 31, 2021

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
April 2021										
04/01/2021	10053	GEN	59333NN90	Interest	Maimi-Dade County FL	0.00	0.00	0.00	1,885.25	1,885.25
Total for April 2021						0.00	0.00	0.00	1,885.25	1,885.25
June 2021										
06/09/2021	10055	GEN	06742VR94	Maturity	Barclays Bank CP	1,500,000.00	1,497,750.00	1,500,000.00	0.00	1,500,000.00
Total for June 2021						1,500,000.00	1,497,750.00	1,500,000.00	0.00	1,500,000.00
GRAND TOTALS:						1,500,000.00	1,497,750.00	1,500,000.00	1,885.25	1,501,885.25



City Council Meeting

March 11, 2021

Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☒ Economic Vitality

Agenda Item #: 3

Agenda Title: Consider ordinance 2021-05 changing the current zoning for a parcel of land, consisting of approximately 6.70 acres, located at the northeast intersection of Carlos G. Parker Boulevard and Mallard Lane, from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD).

Council Action to be taken: Consider Ordinance

Department Submitted: Development Services

Staff Contact: Tom Yantis, AICP, Assistant City Manager

1. PURPOSE/DESCRIPTION

The purpose of the Commercial Planned Development (CPD) with the base zoning district of General Business (B-2) is to allow for the development of a master planned commercial business park anchored by S&D Plumbing, a local plumbing contractor. In addition to the land uses allowed within the B-2 zoning district, the CPD will also allow for the “Contractor with Outside Storage Yard” land use which is only allowed within the Light and Heavy Industrial Districts (M-1 and M-2). This additional permitted land use will allow S&D Plumbing to store vehicles and equipment in a screened and secured, outdoor storage yard.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Using the Comprehensive Plan as guide, a desire for incorporating local businesses while creating opportunities for economic development in the City of Taylor was a prominent theme. In the Comprehensive Plan, *Goals, Objectives, and Actions* were developed. In reviewing the actions that will meet the objectives and goals to promote the Comprehensive Plan, the requested re-zoning to B-2/CPD will provide an opportunity for a local business to achieve their land use goals, while also being adjacent to Carlos G. Parker Blvd., a main arterial which is an ideal corridor for commercial development. The change of zoning to the B-2/CPD Zoning District will provide a viable location for commercial development and further economic development.

Currently, the Future Land Use Plan Map (FLUP) designation for the subject property is Single-Family. The request to change 6.70 acres of the subject property to B-2/CPD is

inconsistent with the FLUP; however, the request has been reviewed by City Staff and deemed to be a fitting request considering the parcel's proximity to Carlos G. Parker Blvd. and Mallard Ln., as well as adjacent commercial properties which are listed as commercial according to both the Zoning and FLUP maps.

On February 9, 2021, the Planning and Zoning Commission held a public hearing regarding this request. The Planning and Zoning Commission recommended approval of the request to rezone the subject property from B-1 to B-2/CPD for approximately 6.70 acres at the aforementioned property, particularly described as Williamson Central Appraisal District Parcel R018623.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Local commercial development • Adjacent to main arterial road • Increase in tax base • Tailored land uses and development standards which accommodate the site	

4. RECOMMENDATION

On February 9, 2021, the Planning and Zoning Commission held a public hearing and unanimously recommended approval contingent on modifications to the Planned Development Ordinance to prohibit the outdoor storage of materials and to require the screening fence be constructed of masonry or similar material.

5. FUNDING SOURCE

N/A

6. TIMELINE

Planning and Zoning Commission public hearing and recommendation – February 9, 2021

P&Z unanimously recommended approval with modifications to the ordinance
City Council public hearing and ordinance introduction – February 25, 2021
City Council consideration of ordinance approval – March 11, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

- 3a. [P&Z Staff Report](#)
- 3b. [Ordinance 2021-05](#)
- 3c. [Current Zoning Map](#)
- 3d. [Future Land Use Plan Map](#)
- 3e. [Proposed Zoning Map](#)

City of Taylor
PZ-2020-1269
Located at Carlos G. Parker Blvd. & Mallard Ln.
Staff Report

Requested Action: Amend the official zoning map to General Business (B-2) Base Zoning District with a Commercial Planned Development Overlay (B-2/CPD) on a parcel of land approximately 6.70 acres from Local Business Zoning District (B-1).

Applicant: S&D Plumbing, Sam Dowdy Sr.

Subject Property: Approximately 6.70 acres, more or less, more particularly described by Williamson Central Appraisal District Parcel R018623; part of and out of the William J. Baker Survey, Abstract No. 65, located at the northeast intersection of Carlos G. Parker Boulevard and Mallard Lane, Taylor, Williamson County, Texas.

Parcel Information

Current Zoning: Local Business (B-1)

Current Use: Vacant Land

Proposed Zoning: General Business with a Commercial Planned Development Overlay (B-2/CPD)

Future Land Use Plan: Single-Family

Adjacent Parcel Information

Direction	Land Use	Zoning
North	City of Taylor Volunteer Fire Department (Public)	Local Business (B-1)
South	Mallard Lane R.O.W. and Vacant Land	Local Business (B-1)
East	First Baptist Church (Institutional)	Local Business (B-1)
West	Carlos G. Parker Boulevard R.O.W. and Vacant Land	Local Business (B-1)

Purpose:

The purpose of the Commercial Planned Development (CPD) with the base zoning district of General Business (B-2) is to allow for the development of a master planned commercial business park anchored by S&D Plumbing, a local plumbing contractor. In addition to the land uses allowed within the B-2 zoning district, the CPD will also allow for the "Contractor with Outside Storage Yard" land use which is only allowed within the Light and Heavy Industrial Districts (M-1 and M- 2). This additional permitted land use will allow S&D Plumbing to store vehicles and equipment in a screened and secured, outdoor storage yard.

Staff Analysis:

As City Staff, we are charged with using the Comprehensive Plan as a guide to make recommendations to the Planning and Zoning Commission on proposed rezoning requests.

The Comprehensive Plan includes Land Use Goals and Objectives along with associated actions to achieve those objectives. Some of the relevant Comprehensive Plan goals, objectives, and actions to consider for this rezoning case include:

Land Use Goal: A variety of safe, attractive, accessible, high quality residential, commercial, industrial, and recreational land to meet the needs of Taylor's current and future population while preserving the historical structures and small-town atmosphere of the City.

Objective L3: *Provide viable retail, office and industrial areas that support opportunities for economic development.*

Action L3.5: *Locate large commercial and industrial activities along the more accessible roadways, ones that can handle truck traffic without negatively impacting adjacent residential land uses—the Loop, appropriate portions of Business 79, FM 397, and FM 973.*

Action L3.6: *Guide new commercial development to clusters (shown on the Future land Use Plan instead of scattered and/or "strip" development).*

Action L3.9: *Review and monitor zoning and other development ordinances to achieve appropriate regulations and district designations to keep commercial areas viable, encourage redevelopment, and ensure quality new development.*

In addition, the City uses the Future Land Use Plan (FLUP) map as our guide for managing development. The City has zoned land within the City limits for the uses shown on the FLUP, as zoning is our primary land management tool. Overall, the FLUP map and the zoning map are consistent.

The Future Land Use Plan map identifies the subject property as an area for Single-Family land uses. The graphic representation on the map is intended to help the Planning and Zoning Commission, City Council, and residents visualize the desired future land development pattern in the community. It is meant to guide us with regard to general land use patterns rather than a rigid, parcel-specific mandate for how land shall be developed. The land use narrative associated with the land use classification on the FLUP is inconsistent with development proposed by the applicant; however, upon further analysis by Staff, it was determined that since the subject property is surrounded by commercial properties as well as located at the intersection of an arterial roadway and a collector roadway, the intent of the Comprehensive Plan will be met. Additionally, a commercial land use will be particularly beneficial not only as a buffer between existing, adjacent residential neighborhoods and Carlos G. Parker Blvd., but such a location for commercial uses will encourage the provision of commercial services to the aforementioned neighborhoods.

Alongside the Land Use Objectives, the Comprehensive Plan includes general Planning Principles and Policy Guides, which are used to make land use decisions and zoning regulations. Some of the relevant statements include:

In General

- *Neighboring land uses should not detract from the enjoyment or value of properties.*
- *Potential negative land use impacts (noise, odor, pollution, excessive light, traffic, etc.) should be considered and minimized.*

- *Transportation access and circulation should be provided for uses that generate large numbers of trips. Pedestrian and bicycle access should be addressed where appropriate.*
- *Compatibility with existing uses should be maintained. Well-planned, mixed uses that are compatible are to be encouraged.*
- *Adequate public infrastructure and facilities should be provided to support development, thereby encouraging prudent growth management.*
- *Parking, both on and off street, should be located to provide accessibility in safe and attractive ways.*

Commercial

- *Commercial areas should include a range of development types to serve regional as well as local needs, from large commercial developments to smaller, freestanding commercial sites.*
- *Commercial development should be concentrated in nodes at intersections and along major arterials and collectors that are designed and constructed to accommodate heavy traffic.*
- *Parcels should be large enough to accommodate commercial use.*
- *Commercial uses with more intensive operational or traffic service characteristics should be located away from most residential areas.*
- *Buffers should separate commercial uses from residential areas, especially where the commercial use involves visible storage or display of merchandise or materials.*
- *Landscaping should be included in all commercial development for screening as well as to provide visual continuity and compatibility with adjacent uses while encouraging pedestrian access or use.*

When considering both the City of Taylor's Comprehensive Plan and current zoning, this request is consistent with the Goals, Objectives and Actions identified in the Comprehensive Plan.

Additionally, Chapter 4 of the Taylor Comprehensive Plan is devoted to Land Use the purpose of which is to address use of the land in Taylor so that growth is managed. During the process of preparing the Comprehensive Plan, issues were identified, along with Land Use Goals and Objectives with associated actions to achieve those objectives. A desire to have local neighborhood commercial uses that are accessible was noted and this became one of the Land Use Goals in the Comprehensive Plan¹. One of the Land Use Objectives to guide us toward this goal is setting aside appropriate areas for land uses that support sustainable economic development². As prescribed in the Comprehensive Plan we are charged with using our codes to make this possible e.g., zoning³. Consequently, working within the parameters we have, a

¹ **Land Use Goal:** *A variety of safe, attractive, accessible, high quality residential, commercial, industrial, and recreational land to meet the needs of Taylor's current and future population while preserving the historical structures and small town atmosphere of the City. Page 4-11, Taylor Comprehensive Plan, 2004*

² **Objective L3:** *Provide viable retail, office and industrial areas that support opportunities for economic development.*

³ **Action L3.9:** *Review and monitor zoning and other development ordinances to achieve appropriate regulations and district designations to keep commercial areas viable, encourage redevelopment, and ensure quality new development.*

rezoning to B-2 with a CPD is the action that can be taken to move toward reaching this objective and ultimately the goal of having accessible local businesses close by⁴.

By using a CPD overlay⁵, we can work toward meeting the general planning policies so the adjacent residents benefit from this development, especially since service-oriented commercial properties are only beginning to develop in this area. In the Zoning Ordinance, land uses are permitted by-right or, on occasion, by condition of a specific use permit. However, the applicant is proposing to have plumbing contractors with outside storage, which is a use that is not permitted in any commercial zoning districts. Further, such outside storage will exclude the outdoor storage of materials; however, outside storage of common uses such as vehicles and equipment will be permitted.

An effective way to manage outside storage is by screening⁶, which is used to mitigate incompatibilities between different land uses. The property owner has proposed more screening on his site layout plan than required in the B-2 Zoning District, as the development will have a fence and vegetation to screen between the properties to the north and the east. Although there are multiple types of screening permitted in the Zoning Ordinance, the Planned Development requires that screening materials must either be masonry or like material in order to ensure that the screening will be opaque and sufficiently cover the storage area of the property.

⁴ **Retail/Office**

- *Neighborhood retail and service uses should be located at intersections of arterial or collector streets or at the edge of neighborhood areas unless appropriately placed within a planned development. Page 4-8, Taylor Comprehensive Plan, 2004*

⁵ **2.18.1 Purpose**

The CPD district is intended to allow and encourage greater design flexibility and variety in commercial planned developments.

2.18.2 Applicability

The CPD district is an overlay district that modifies the standards of the underlying base district. The CPD district may only be applied in areas zoned B-1 and B-2, and shall be indicated on the Zoning Map with the base district symbol followed by a slash and the CPD district symbol (i.e., B-2/CPD). All regulations of the underlying base district that are not in conflict with the regulations of the CPD district shall apply. In the event of conflict between the regulations of the CPD district and the underlying base district, the regulations of the CPD district shall control.

2.18.5 Unified Design Requirements

The CPD district shall be developed under unified control as an integrated development project, with common building design, signage and landscaping standards. City of Taylor Zoning Ordinance, 2001

Staff Recommendation

Staff recommends approval of the requested re-zoning with the Commercial Planned Development overlay, which includes tailored development standards and adjustments to the land use tables.

The Planning and Zoning Commission is charged with reviewing all requests for re-zoning and making a recommendation to City Council either in favor of or in opposition to each request.

In determining a recommendation on a re-zoning request, the Planning and Zoning Commission should consider the following factors:

- **Is the re-zoning consistent with the Comprehensive Plan?**

The staff analysis indicates that this request for re-zoning is consistent with the intent of the Comprehensive Plan as the re-zoning would permit the use of existing resources while encouraging new commercial development.

The Planning Principles and Policy Guides recommend using Planned Developments (PDs) to facilitate development. The PD approach is particularly helpful for infill development. The PD provides the opportunity to tailor the zoning to the development; to ensure the least negative impact on any land use as stated in the Planning Principles and Policy Guides. Planning Principles and Policies are particularly concerned with any negative impacts on residential uses. Tenets of principles and guides promote mitigation for differing land uses and compatibility. Re-zoning to B-2 and incorporating the PD overlay is consistent with the Planning Principles and Policy Guides as would support tailoring the permitted land uses and development standards for the proposed development on an individual basis rather than a one size fits all approach.

- **Is the re-zoning compatible with the surrounding area?**

The staff analysis indicates that the re-zoning is compatible with the surrounding uses. Tailoring the permitted land uses to the subject property will help establish appropriate land uses. The higher standards incorporated into the overlay will promote a contextual cohesion with regard to the future development of the subject property and the surrounding development.

- **Does the re-zoning promote the public health, safety, or general welfare?**

The purpose of the Comprehensive Plan and the City's development ordinances is to promote the health, safety, and general welfare by promoting safe, orderly, and economically sustainable development. According to the staff analysis, the purposes of the Planning Principles and Policy Guide of the Comprehensive Plan will be met as the proposed development will comply with all ordinances and the development standards incorporated in the CPD overlay.

- **Is adequate infrastructure available or planned to meet the needs of the proposed land use?**

As this is infill development there is adequate infrastructure for the proposed redevelopment, including frontage on a collector road and a connection to Carlos G.

Parker Blvd. As stated in the Comprehensive Plan, *"We would like to be a community that is prepared for and amenable to new development while recognizing the fundamental importance of its established neighborhoods, corridors, and historic areas."* This development fulfills that vision by locating where the City established a development pattern for the efficient use of land, infrastructure, and fiscal resources.

- **Do current conditions indicate that a re-zoning is necessary?**

Development of the subject property for more intense uses including Office Warehouses and Contractors with Outside Storage Yard is not possible at this time without a change of zoning that permits commercial land uses such as B-2. The overlay permits tailoring the land uses further and incorporating development standards that accommodate this particular site.

Planning and Zoning Commission Recommendation

After meeting on February 9th, the Planning and Zoning Commission heard this zoning case and recommended that the proposed Dowdy Commercial Planned Development (CPD) be conditionally approved with the following amendments:

1. Outside storage of vehicles and equipment may be permitted, but materials storage is not permitted
2. The screening requirements must mandate that the screening fence must be made out of masonry or like materials

Per the Commission's direction, those changes were made to the Dowdy CPD and the updated document is attached for Council's review and consideration.

Attachments:

1. Proposed Ordinance with Exhibits
2. Amended Ordinance with Exhibits
3. Current Zoning Map
4. Future Land Use Plan Map
5. Proposed Zoning Map

ORDINANCE NO. 2021-05

AN ORDINANCE CHANGING THE ZONING OF PROPERTY DESCRIBED AS APPROXIMATELY 6.70 ACRES, PART OF AND OUT OF WILLIAM J. BAKER SURVEY, ABSTRACT NO. 65, GENERALLY LOCATED AT THE NORTHEAST INTERSECTION OF CARLOS G. PARKER BLVD. AND MALLARD LN. AND MORE PARTICULARLY DESCRIBED AS WILLIAMSON CENTRAL APPRAISAL DISTRICT PARCEL R018623, TAYLOR, WILLIAMSON COUNTY, TEXAS, FROM LOCAL BUSINESS ZONING DISTRICT (B-1) TO GENERAL BUSINESS ZONING DISTRICT WITH A COMMERCIAL PLANNED DEVELOPMENT OVERLAY (B-2/CPD); AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TAYLOR, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

WHEREAS, the Taylor City Council conducted a public hearing on February 25, 2021, to consider the request made by S&D Plumbing, represented by Sam Dowdy Sr., for property which is legally described in Exhibit “A” attached hereto and incorporated by reference herein for all purposes (“Property”), to change the zoning for the Property from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD); and

WHEREAS, the Planning and Zoning Commission, after proper notice, conducted a public hearing on February 9, 2021, to consider the zoning request, and recommended the zoning change to the City Council; and

WHEREAS, the City Council, after the public hearing, approves the request for the Property zoning change.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, that:

SECTION 1. The facts and recitations contained in the preamble of this Ordinance are hereby declared to be true and correct and are incorporated by reference herein and made a part hereof, as if copied verbatim.

SECTION 2. The Property is changed from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD).

SECTION 3. The Official Zoning map of the City of Taylor, Texas, is changed to show the Property zoning district changed from Local Business Zoning District (B-1) to General Business Zoning District with a Commercial Planned Development Overlay (B-2/CPD) as shown in Exhibit “B” attached hereto and incorporated herein for all purposes.

SECTION 4. The Commercial Planned Development hereby referred to as the S&D Plumbing Planned Development that shall be applied to the Property is described in Exhibit “C” attached hereto and incorporated by reference herein.

SECTION 5. All other terms and conditions contained in the official zoning map, except as amended herein, shall continue and remain in full force and effect.

SECTION 6. Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional.

SECTION 7. In accordance with Article VIII of the City Charter, Ordinance 2021-05 was introduced before the Taylor City Council on the _____ day of February 2021.

PASSED, APPROVED, and ADOPTED on the _____ day of _____, 2021.

Brandt Rydell, Mayor

ATTEST:

Dianna Barker, City Clerk

APPROVED AS TO FORM:

Mark Schroeder
City Attorney

CERTIFICATE

THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Dianna Barker, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2021-05, passed and approved by the City Council of the City of Taylor, Texas, on the _____ day of _____, 2021, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office this _____ day of _____, 2021.

Dianna Barker

City Clerk

EXHIBIT A

DRAFT

'EXHIBIT A'
METES AND BOUNDS DESCRIPTION

OF 6.602 ACRES OF LAND, MORE OR LESS, OUT OF THE WILLIAM J. BAKER SURVEY, ABSTRACT NO. 65, SITUATED IN WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF THE CALLED 27.317 ACRE TRACT DESCRIBED IN THE DEED TO THE FRANKIE AND JUDY LIMMER FAMILY LIMITED PARTNERSHIP, RECORDED IN VOLUME 2288, PAGE 127 OF THE OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS, SAID 6.602 ACRES OF LAND AS SHOWN ON THE ACCOMPANYING SKETCH, BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, AT AN 1/2 INCH IRON ROD FOUND IN THE NORTH LINE OF MALLARD LANE (80' RIGHT-OF-WAY – DOC. NO. 2017006232), ALSO BEING THE SOUTH LINE OF SAID 27.317 ACRE TRACT, FOR THE SOUTHWEST CORNER OF LOT 1, BLOCK A, FIRST BAPTIST CHURCH OF TAYLOR SUBDIVISION, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, AS SHOWN UPON THE PLAT RECORDED IN DOCUMENT NO. 2017006232 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, AND SOUTHEAST CORNER HEREOF, FROM WHICH A 1/2 INCH IRON ROD FOUND FOR THE SOUTHEAST CORNER OF SAID LOT 1 BEARS, N 68°29'56" E, A DISTANCE OF 540.31 FEET;

THENCE, S 68°14'25" W, WITH THE NORTH LINE OF SAID MALLARD LANE, AND SOUTH LINE OF SAID 27.317 ACRE TRACT, A DISTANCE OF 135.70 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE SOUTHEAST CORNER OF THE TRACT DESCRIBED IN THE DEED TO RONALD TODD RANDIG AND MELISSA M. RANDIG, RECORDED IN DOCUMENT NO. 2010066274 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS;

THENCE, N 21°33'34" W, DEPARTING THE NORTH LINE OF SAID MALLARD LANE, AND WITH THE EAST LINE OF SAID RANDIG TRACT, A DISTANCE OF 295.62 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF SAID RANDIG TRACT, AND A RE-ENTRANT CORNER HEREOF;

THENCE, S 68°27'32" W, WITH THE NORTH LINE OF SAID RANDIG TRACT, A DISTANCE OF 295.27 FEET TO AN IRON ROD FOUND WITH CAP STAMPED 'RPLS 1433' IN THE EAST LINE OF FARM-TO-MARKET ROAD NO. 397 (120' RIGHT-OF-WAY), ALSO BEING THE WEST LINE OF SAID 27.317 ACRE TRACT, FOR THE SOUTHWEST CORNER HEREOF;

THENCE, N 21°38'41" W, WITH THE COMMON LINE OF SAID FARM-TO-MARKET ROAD NO. 397, AND SAID 27.317 ACRE TRACT, A DISTANCE OF 572.77 FEET, TO AN IRON ROD FOUND WITH CAP STAMPED 'RPLS 1433, FOR THE SOUTHWEST CORNER OF LOT 1, THE FIREMAN'S ADDITION, AN ADDITION TO THE CITY OF TAYLOR, WILLIAMSON COUNTY, TEXAS, AS SHOWN UPON THE PLAT RECORDED IN CABINET O, SLIDE 368 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS, AND SOUTHWEST CORNER OF THE TRACT DESCRIBED IN THE DEED TO THE CITY OF TAYLOR, TEXAS, RECORDED IN DOCUMENT NO. 9818754 OF THE OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS, AND NORTHWEST CORNER HEREOF;

THENCE, N 68°13'27" E, WITH THE SOUTH LINE OF SAID CITY OF TAYLOR TRACT, AT 149.81 FEET PASSING AN IRON ROD FOUND CAPPED 'RPLS 4249', CONTINUING IN ALL, A DISTANCE OF 432.17 FEET TO A CALCULATED POINT IN THE WEST LINE OF SAID LOT 1, BLOCK A, FIRST BAPTIST CHURCH OF TAYLOR SUBDIVISION, FOR THE SOUTHEAST

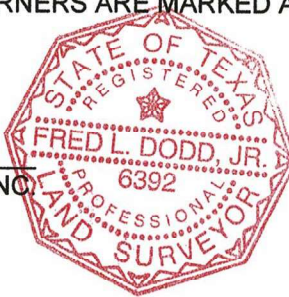
CORNER OF SAID LOT 1, THE FIREMAN'S ADDITION, AND NORTHEAST CORNER
HEREOF, FROM WHICH A 1/2 INCH IRON ROD FOUND BEARS, S 68°13'27" W, 0.36 FEET;

THENCE, S 21°32'12" E, WITH THE WEST LINE OF SAID LOT 1, BLOCK A, FIRST BAPTIST
CHURCH OF TAYLOR SUBDIVISION, A DISTANCE OF 869.64 FEET TO THE **PLACE OF
BEGINNING**, AND CONTAINING 6.602 ACRES OF LAND, MORE OR LESS.

BEARING BASIS IS THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD83, TEXAS
CENTRAL ZONE, HAVING A COMBINED SCALE FACTOR OF 0.999878267 AND
CONVERGENCE ANGLE 01°29'23".

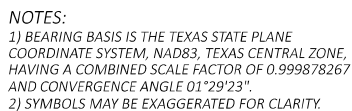
I, FRED L. DODD JR., A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF
TEXAS, DO HEREBY CERTIFY THAT THE PROPERTY DESCRIBED HEREIN WAS
DETERMINED FROM A SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND
SUPERVISION AND THAT ALL CORNERS ARE MARKED AS DESCRIBED.

DATE: 01-26-2019
FRED L. DODD, JR., SURVEYOR, INC.
P.O. BOX 1695
LIBERTY HILL, TX 78642



Fred L. Dodd Jr.
FRED L. DODD JR.
R.P.L.S. NO. 6392
STATE OF TEXAS

ADDRESS: FM 397/ Mallard Lane, Taylor, Texas 76574
BUYER: Tractor Tire, LLC
TITLE CO: Longhorn Title Company, Inc.
GF NO: 19058887
UNDERWRITER: Fidelity National Title Insurance Company
LENDER: TBD
JOB NO: WC20003
ISSUE DATE: 01/09/2020
EFFECTIVE DATE: 12/31/2019

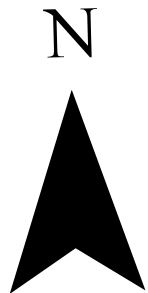
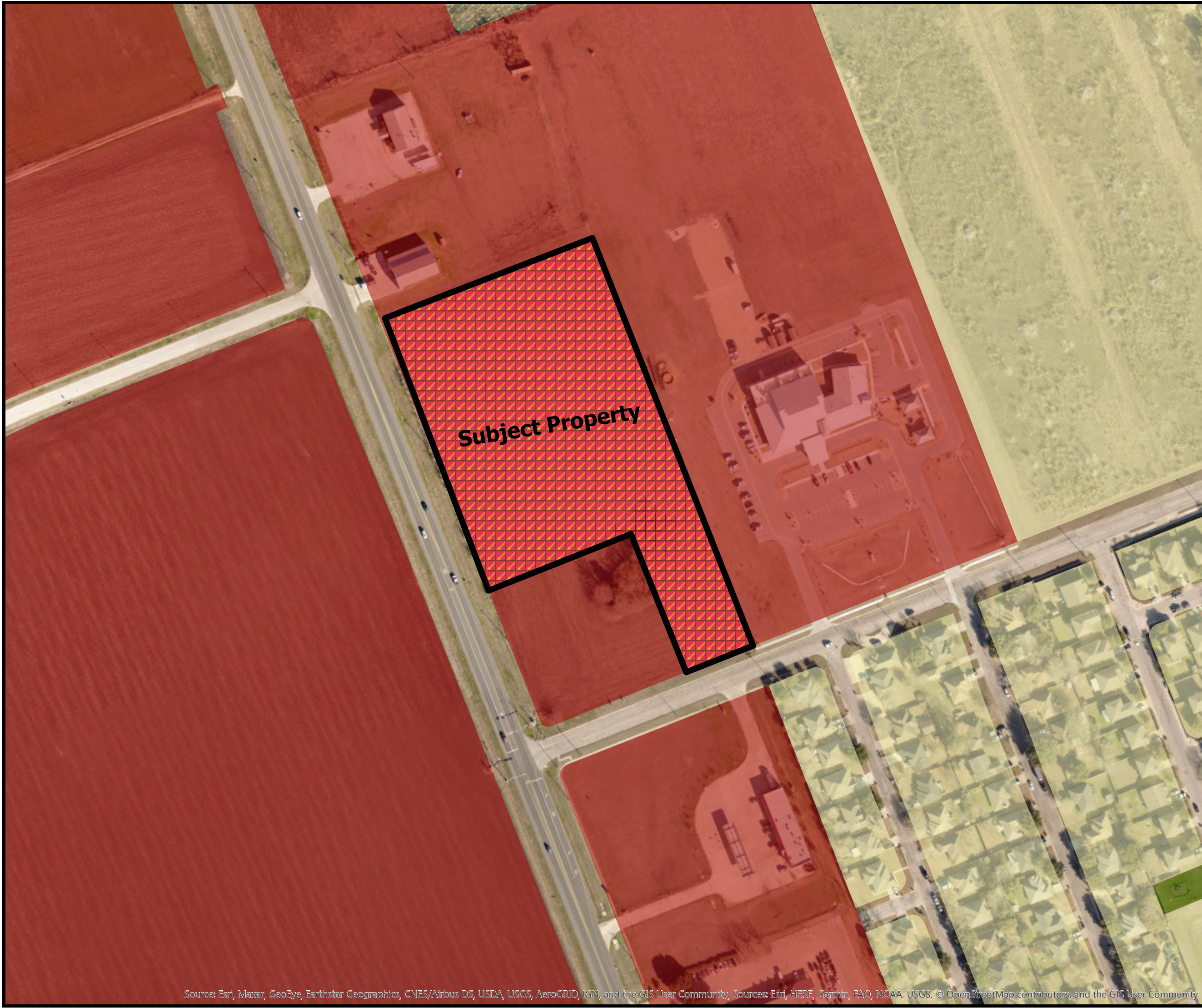


SURVEYOR'S CERTIFICATION:
I, FRED L. DODD JR., A REGISTERED PROFESSIONAL LAND
SURVEYOR, DO HEREBY CERTIFY THAT THE SKETCH SHOWN
HEREON WAS DETERMINED FROM A SURVEY MADE ON THE
GROUND UNDER MY DIRECTION AND SUPERVISION, AND
THAT ALL CORNERS ARE MARKED AS SHOWN.



FRED L. DODD, JR.
DATE: 01/25/2020

P.O. BOX 1695
LIBERTY HILL, TX 78642



PZ-2020-1269

**Proposed Zoning Map
Approximately 6.70
Acres**

Legend

 Proposed B-2/CPD Zoning

ZONING

 B-1

 P Parks

 R-1 Single Family

 R-1/RPD: Residential Planned Development



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

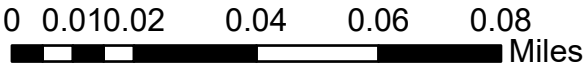


Exhibit C

Dowdy Commercial Rezoning and Commercial Planned Development (CPD)

1. PROPERTY

The subject property is located northeast of the intersection of Carlos G Parker Blvd and Mallard Lane. The 6.602-acre portion of the William J. Baker Survey, Abstract No. 65, is particularly described in **Exhibit A – Legal Description**.

2. PURPOSE

The purpose of the Commercial Planned Development (CPD) with the base zoning district of General Business (B-2) is to allow for the development of a master planned commercial business park anchored by S&D Plumbing, a local plumbing contractor. In addition to the land uses allowed within the B-2 zoning district, the CPD will also allow for the “Contractor Shop with Outside Storage Yard” land use which is only allowed within the Light and Heavy Industrial Districts (M-1 and M-2). This additional permitted land use will allow S&D Plumbing to store vehicles and equipment in a screened and secured, outdoor Vehicle and Equipment storage yard.

3. APPLICABILITY TO BASE ZONING

The base zoning district for this Commercial Planned Development is General Business District (B-2). Unless otherwise modified by this CPD ordinance, the standards of the B-2 zoning district shall apply. In addition to those land uses allowed within the B-2 zoning district, the land use “Contractor Shop with Outside Storage Yard” is permitted. Material storage in the Storage Yard is not permitted.

4. SITE LAYOUT PLAN

A **Site Layout Plan** has been attached as **Exhibit B** to illustrate the land use and design intent for the property.

5. UNIFIED DESIGN

This CPD shall be developed under unified control as an integrated development project, with common building design, signage and landscaping standards. Coordinated architectural, signage and landscaping plans shall be submitted with the Site Development Permit application.

6. SCREENING AND LANDSCAPING

A coordinated landscaping and screening plan for the entire property shall be submitted at the time of Site Development Permit application. For the purposes of the landscape requirements in Chapter 28 of the City of Taylor Code of Ordinances, the land use for this CPD shall be “Business Park.”

A solid, 6-foot tall fence constructed of masonry or like materials shall be installed around the perimeter of the outdoor storage yard with landscaping consistent with the overall landscape plan installed on the outside of the fenced area.

A **Conceptual Screening Plan** for the proposed outdoor storage yard is attached as **Exhibit C**.

7. ARCHITECTURAL STANDARDS

All buildings within this CPD shall be designed under a unified set of architectural standards which shall be submitted for review with the Site Development Permit application and, once approved, shall be submitted with each Building Permit application for each building within the CPD. The architectural standards shall include, but not be limited to, coordinated architectural character, exterior color schemes, roof types and pitches, and locations of signage on the building façade.

8. SIGNAGE

All signage within the CPD shall be designed under a unified set of signage standards which shall be submitted for review with the Site Development Permit application and, once approved, shall be submitted with each Sign Permit application for each sign within the CPD. The signage standards shall include, but not be limited to, coordinated materials and color schemes.

A **Conceptual Signage Plan** is attached as **Exhibit D**.

9. LIST OF EXHIBITS

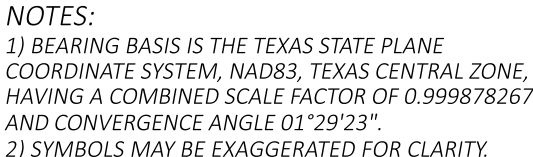
Exhibit A – Legal Description

Exhibit B – Site Layout Plan

Exhibit C – Conceptual Screening Plan

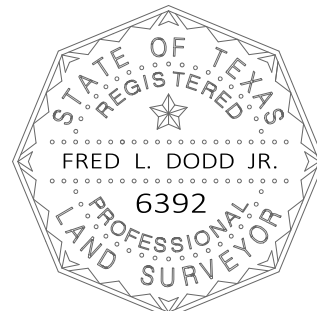
Exhibit D – Conceptual Signage Plan

ADDRESS: FM 397/ Mallard Lane, Taylor, Texas 76574
BUYER: Tractor Tire, LLC
TITLE CO: Longhorn Title Company, Inc.
GF NO: 19058887
UNDERWRITER: Fidelity National Title Insurance Company
LENDER: TBD
JOB NO: WC20003
ISSUE DATE: 01/09/2020
EFFECTIVE DATE: 12/31/2019



SURVEYOR'S CERTIFICATION:
I, FRED L. DODD JR., A REGISTERED PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THE SKETCH SHOWN HEREON WAS DETERMINED FROM A SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND SUPERVISION, AND THAT ALL CORNERS ARE MARKED AS SHOWN.


FRED L. DODD, JR. RPLS NO. 6392
DATE: 01/25/2020 JOB NO: WC20003



'EXHIBIT A'
METES AND BOUNDS DESCRIPTION

OF 6.602 ACRES OF LAND, MORE OR LESS, OUT OF THE WILLIAM J. BAKER SURVEY, ABSTRACT NO. 65, SITUATED IN WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF THE CALLED 27.317 ACRE TRACT DESCRIBED IN THE DEED TO THE FRANKIE AND JUDY LIMMER FAMILY LIMITED PARTNERSHIP, RECORDED IN VOLUME 2288, PAGE 127 OF THE OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS, SAID 6.602 ACRES OF LAND AS SHOWN ON THE ACCOMPANYING SKETCH, BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING, AT AN 1/2 INCH IRON ROD FOUND IN THE NORTH LINE OF MALLARD LANE (80' RIGHT-OF-WAY – DOC. NO. 2017006232), ALSO BEING THE SOUTH LINE OF SAID 27.317 ACRE TRACT, FOR THE SOUTHWEST CORNER OF LOT 1, BLOCK A, FIRST BAPTIST CHURCH OF TAYLOR SUBDIVISION, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS, AS SHOWN UPON THE PLAT RECORDED IN DOCUMENT NO. 2017006232 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, AND SOUTHEAST CORNER HEREOF, FROM WHICH A 1/2 INCH IRON ROD FOUND FOR THE SOUTHEAST CORNER OF SAID LOT 1 BEARS, N 68°29'56" E, A DISTANCE OF 540.31 FEET;

THENCE, S 68°14'25" W, WITH THE NORTH LINE OF SAID MALLARD LANE, AND SOUTH LINE OF SAID 27.317 ACRE TRACT, A DISTANCE OF 135.70 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE SOUTHEAST CORNER OF THE TRACT DESCRIBED IN THE DEED TO RONALD TODD RANDIG AND MELISSA M. RANDIG, RECORDED IN DOCUMENT NO. 2010066274 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS;

THENCE, N 21°33'34" W, DEPARTING THE NORTH LINE OF SAID MALLARD LANE, AND WITH THE EAST LINE OF SAID RANDIG TRACT, A DISTANCE OF 295.62 FEET TO A 1/2 INCH IRON ROD FOUND FOR THE NORTHEAST CORNER OF SAID RANDIG TRACT, AND A RE-ENTRANT CORNER HEREOF;

THENCE, S 68°27'32" W, WITH THE NORTH LINE OF SAID RANDIG TRACT, A DISTANCE OF 295.27 FEET TO AN IRON ROD FOUND WITH CAP STAMPED 'RPLS 1433' IN THE EAST LINE OF FARM-TO-MARKET ROAD NO. 397 (120' RIGHT-OF-WAY), ALSO BEING THE WEST LINE OF SAID 27.317 ACRE TRACT, FOR THE SOUTHWEST CORNER HEREOF;

THENCE, N 21°38'41" W, WITH THE COMMON LINE OF SAID FARM-TO-MARKET ROAD NO. 397, AND SAID 27.317 ACRE TRACT, A DISTANCE OF 572.77 FEET, TO AN IRON ROD FOUND WITH CAP STAMPED 'RPLS 1433, FOR THE SOUTHWEST CORNER OF LOT 1, THE FIREMAN'S ADDITION, AN ADDITION TO THE CITY OF TAYLOR, WILLIAMSON COUNTY, TEXAS, AS SHOWN UPON THE PLAT RECORDED IN CABINET O, SLIDE 368 OF THE PLAT RECORDS OF WILLIAMSON COUNTY, TEXAS, AND SOUTHWEST CORNER OF THE TRACT DESCRIBED IN THE DEED TO THE CITY OF TAYLOR, TEXAS, RECORDED IN DOCUMENT NO. 9818754 OF THE OFFICIAL RECORDS OF WILLIAMSON COUNTY, TEXAS, AND NORTHWEST CORNER HEREOF;

THENCE, N 68°13'27" E, WITH THE SOUTH LINE OF SAID CITY OF TAYLOR TRACT, AT 149.81 FEET PASSING AN IRON ROD FOUND CAPPED 'RPLS 4249', CONTINUING IN ALL, A DISTANCE OF 432.17 FEET TO A CALCULATED POINT IN THE WEST LINE OF SAID LOT 1, BLOCK A, FIRST BAPTIST CHURCH OF TAYLOR SUBDIVISION, FOR THE SOUTHEAST

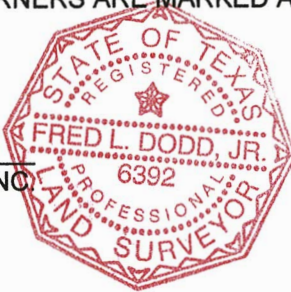
CORNER OF SAID LOT 1, THE FIREMAN'S ADDITION, AND NORTHEAST CORNER
HEREOF, FROM WHICH A 1/2 INCH IRON ROD FOUND BEARS, S 68°13'27" W, 0.36 FEET;

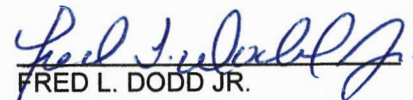
THENCE, S 21°32'12" E, WITH THE WEST LINE OF SAID LOT 1, BLOCK A, FIRST BAPTIST
CHURCH OF TAYLOR SUBDIVISION, A DISTANCE OF 869.64 FEET TO THE **PLACE OF
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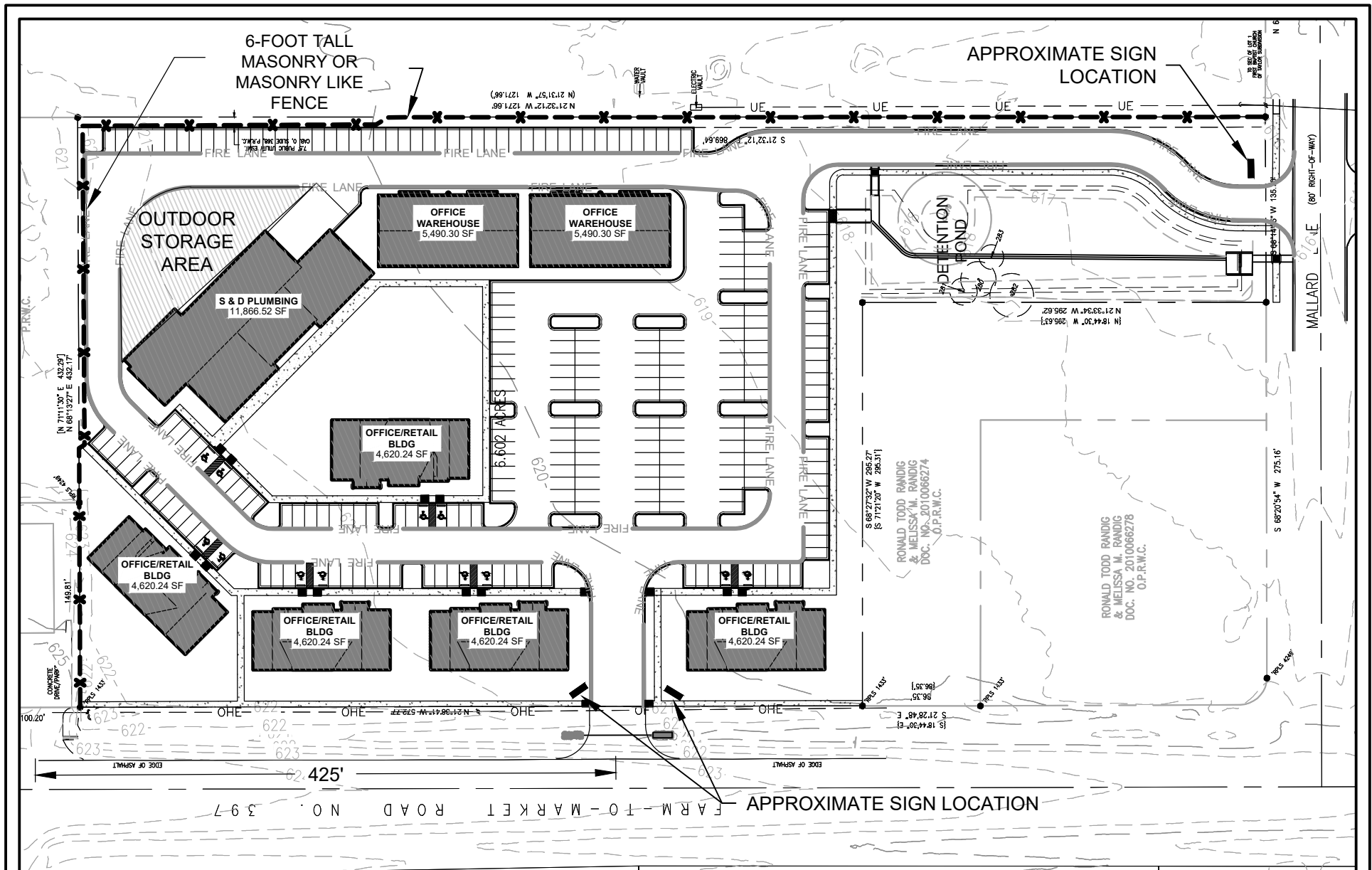
BEARING BASIS IS THE TEXAS STATE PLANE COORDINATE SYSTEM, NAD83, TEXAS
CENTRAL ZONE, HAVING A COMBINED SCALE FACTOR OF 0.999878267 AND
CONVERGENCE ANGLE 01°29'23".

I, FRED L. DODD JR., A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF
TEXAS, DO HEREBY CERTIFY THAT THE PROPERTY DESCRIBED HEREIN WAS
DETERMINED FROM A SURVEY MADE ON THE GROUND UNDER MY DIRECTION AND
SUPERVISION AND THAT ALL CORNERS ARE MARKED AS DESCRIBED.

DATE: 01-26-2019
FRED L. DODD, JR, SURVEYOR, INC.
P.O. BOX 1695
LIBERTY HILL, TX 78642




FRED L. DODD JR.
R.P.L.S. NO. 6392
STATE OF TEXAS

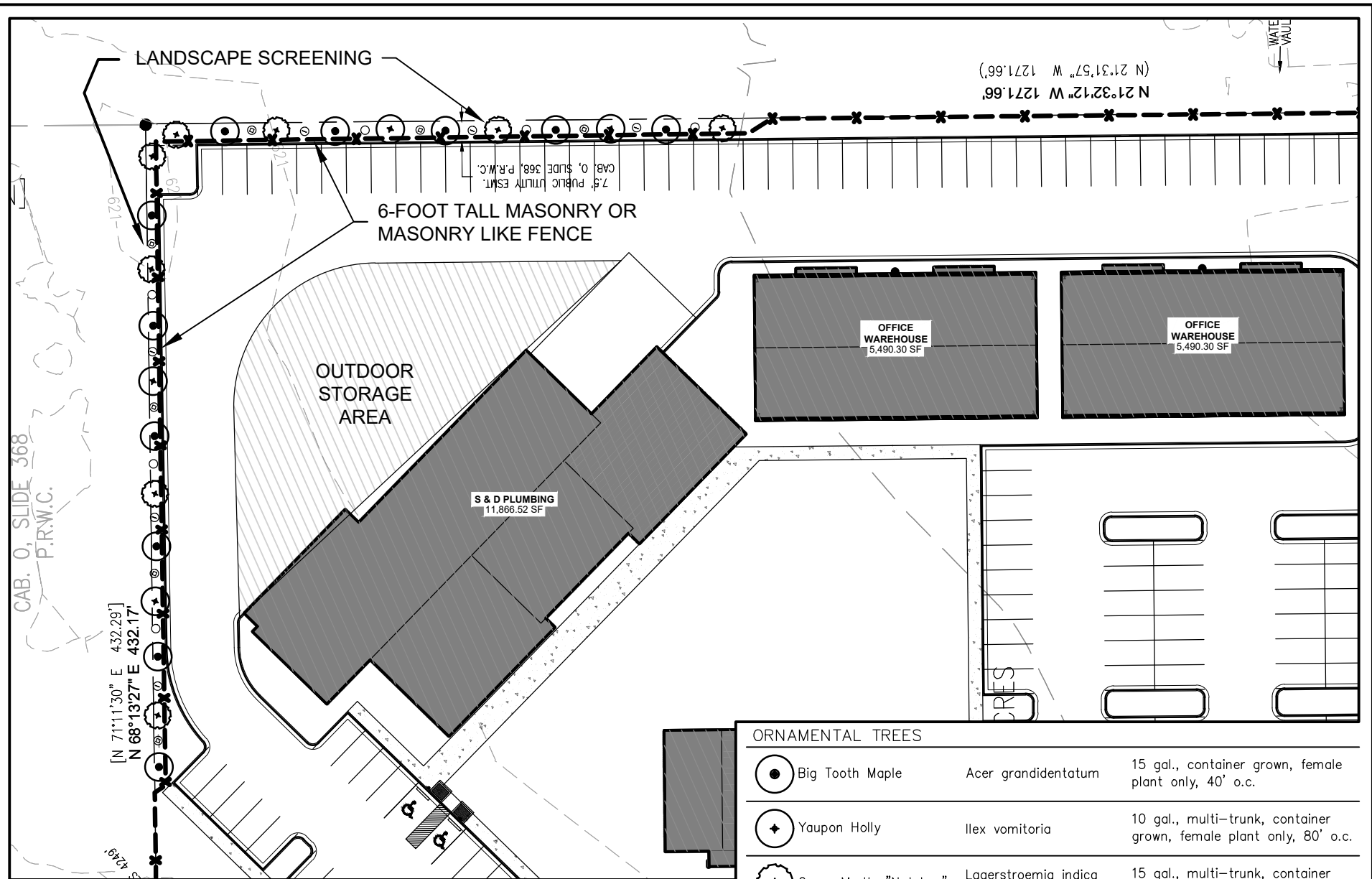


DOWDY COMMERCIAL

EXHIBIT B

SITE LAYOUT PLAN

January 26, 2021



DOWDY COMMERCIAL

EXHIBIT C

CONCEPTUAL SCREENING PLAN

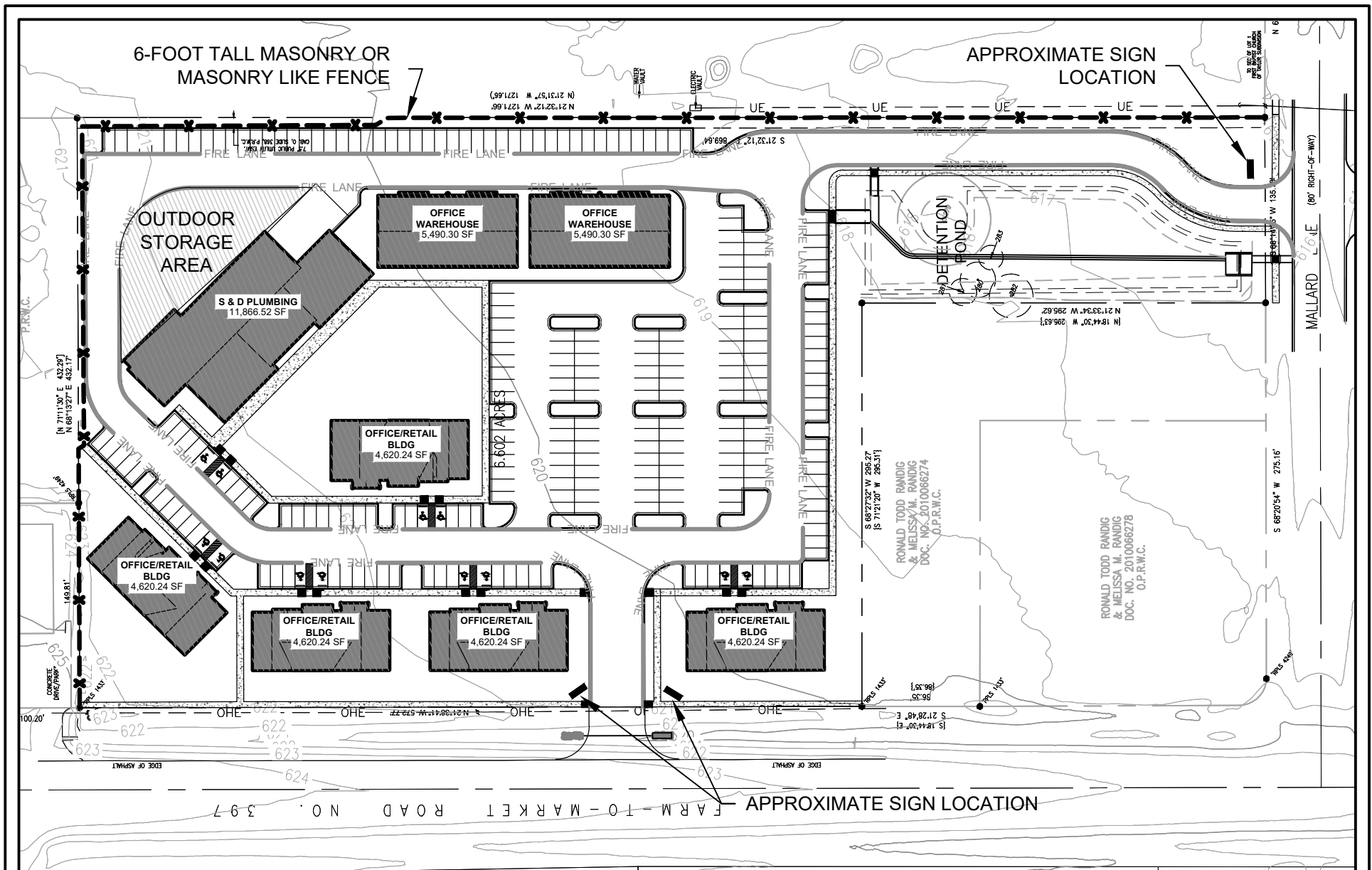
JANUARY 26, 2021

ORNAMENTAL TREES

●	Big Tooth Maple	<i>Acer grandidentatum</i>	15 gal., container grown, female plant only, 40' o.c.
◆	Yaupon Holly	<i>Ilex vomitoria</i>	10 gal., multi-trunk, container grown, female plant only, 80' o.c.
✱	Crape Myrtle "Natchez"	<i>Lagerstroemia indica</i> "Natchez"	15 gal., multi-trunk, container grown, 80' o.c.

SHRUBS

⊕	Compact Texas sage	<i>Leucophyllum frutescens</i> "Compactum"	5 gallon, container grown, 3' o.c.
①	Indian Hawthorn	<i>Raphioliopsis indica</i> "Jack Evans"	5 gallon, container grown, 3' o.c.
○	Dwarf Yaupon Holly	<i>Ilex comuta</i> "Rotunda nana"	5 gallon, container grown, 3' o.c.



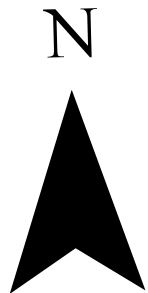
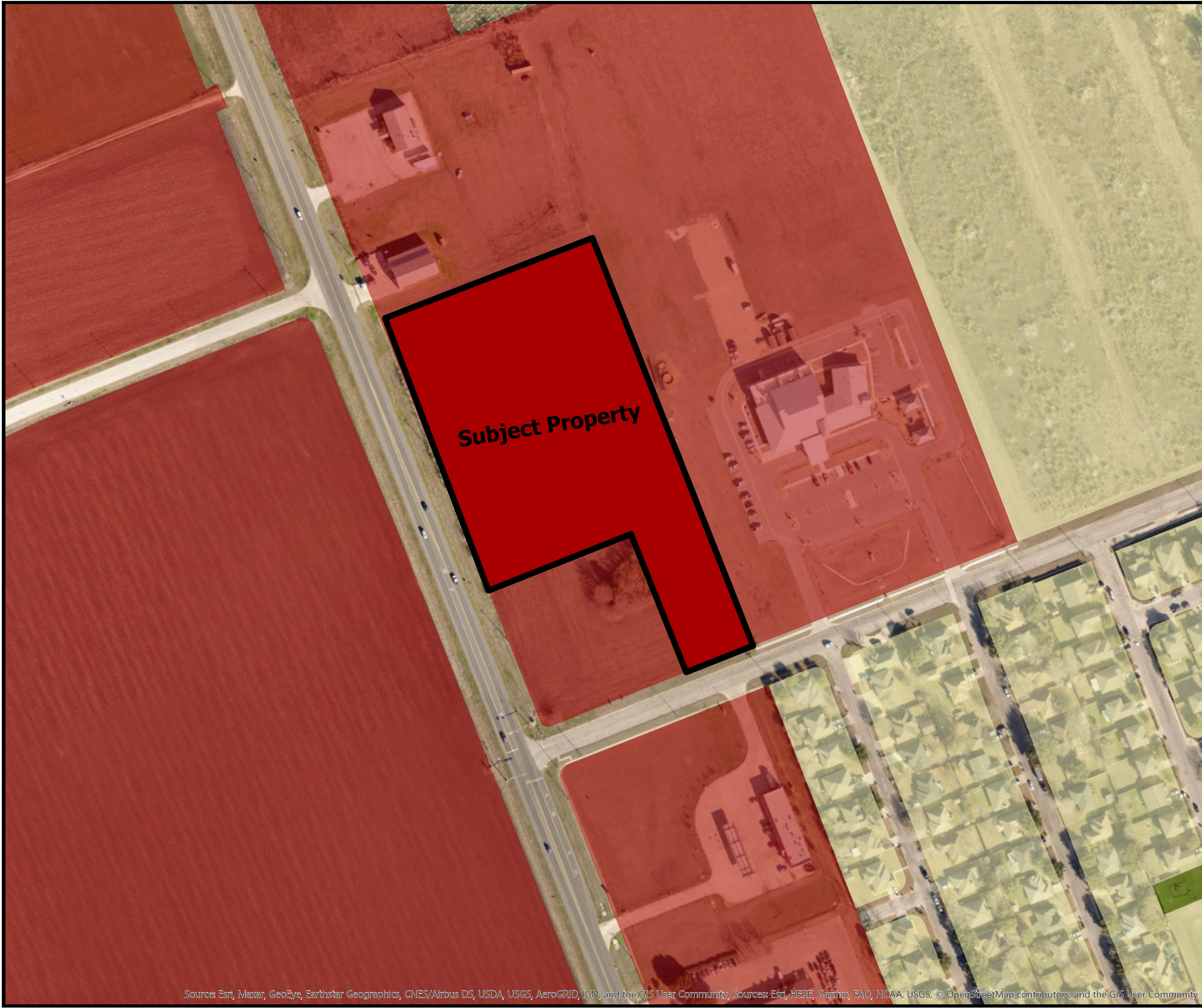
SIGNAGE SHOWN IS INTENDED TO BE GROUND MONUMENT SIGNAGE (8'X10') WITH VARIED PLACARDS FOR THE DIFFERENT BUSINESSES IN THE PROJECT. THE SIGNS WILL BE ROCK IN CONSTRUCTION WITH UP LIGHTING FROM THE LANDSCAPE AREAS AROUND THE SIGN. THE INTENT IS TO IDENTIFY THE DIFFERENT BUSINESS AND PROVIDE A WAYFINDING FOR THOSE UNITS.

DOWDY COMMERCIAL

EXHIBIT-D

CONCEPTUAL SIGNAGE PLAN

JANUARY 26, 2021



PZ-2020-1269

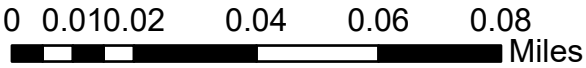
**Current Zoning Map
Approximately 6.70
Acres**

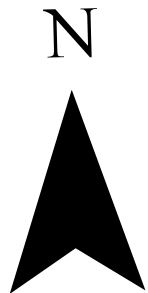
Legend

-  Subject Property
- ZONING**
-  B-1
-  P Parks
-  R-1 Single Family
-  R-1/RPD: Residential Planned Development



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





PZ-2020-1269

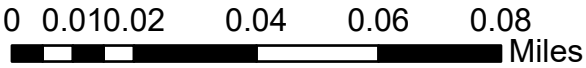
**Future Land Use Map
Approximately 6.70
Acres**

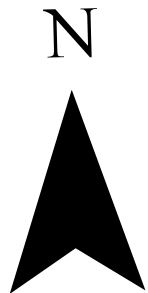
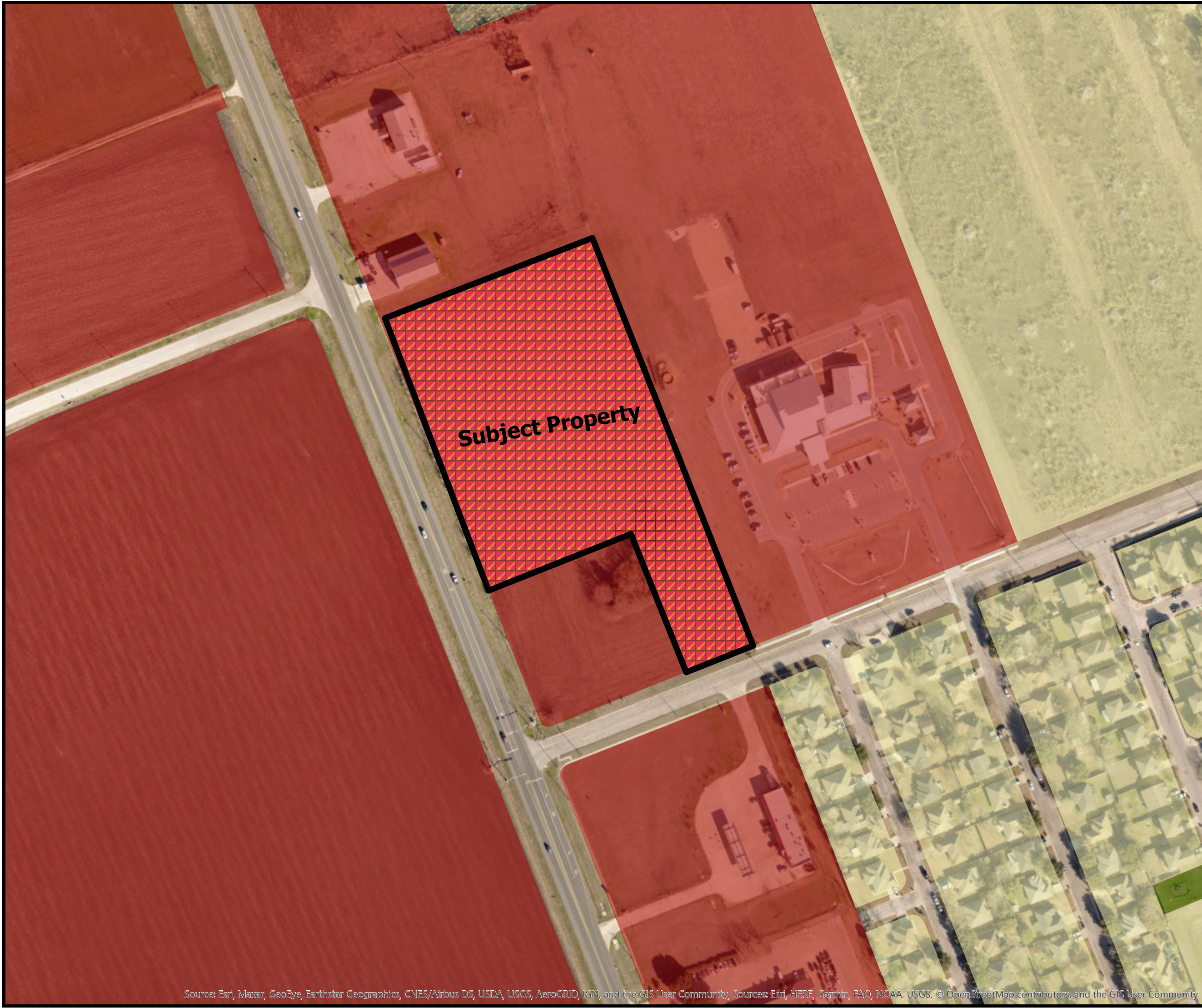
Legend

-  Subject Property
- 2013 Future Land Use**
-  BUSINESS PARK
-  COMMERCIAL
-  SINGLE FAMILY
-  PUBLIC
-  SEMI-PUBLIC/INSTITUTIONAL



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Gepland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





PZ-2020-1269

**Proposed Zoning Map
Approximately 6.70
Acres**

Legend

 Proposed B-2/CPD Zoning

ZONING

 B-1

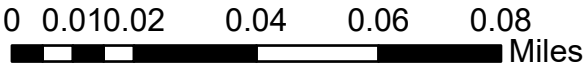
 P Parks

 R-1 Single Family

 R-1/RPD: Residential Planned Development



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





City Council Meeting

March 11, 2021

Transmittal Letter

Agenda Item #: 4

Agenda Title: Consider Ordinance 2021-07 repealing the Sundance Planned Development Ordinance 2017-32 and replacing it with the Castlewood South Planned Development on a parcel of land consisting of approximately 69.97 acres, located across from Taylor High School and Avery Glen Subdivision, particularly described as Williamson Central Appraisal District Parcels R331183, R019232, and R019652.

STRATEGIC PILLAR

☐ Streets/Infrastructure

☒ Quality of Life

☒ Economic Vitality

Council Action to be taken: Consider Ordinance

Department Submitted: Development Services

Staff Contact: Tom Yantis, AICP, Assistant City Manager

1. PURPOSE/DESCRIPTION

The applicant is proposing to repeal and replace the Sundance Planned Development; approved by City Council January 11, 2018 (Ordinance 2017-32) with Castlewood South Residential Planned Development. The subject property is approximately 69.97 acres; located south of Castlewood Subdivision and across from Avery Glen Subdivision. The purpose of the proposed amendment is to align the development more closely with the Goals of the Comprehensive Plan. The developer proposes creating more than 300 lots in various sizes to accommodate single-family detached homes rather than the previously approved zoning which provided for a single lot type. The proposed housing will consist of some small lots and alley loaded lots in addition to larger, front loaded lots.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Using the Comprehensive Plan as guide, a desire for incorporating local businesses while creating opportunities for economic development in the City of Taylor was a prominent theme. In the Comprehensive Plan, *Goals, Objectives, and Actions* were developed. In reviewing the actions that will meet the objectives and goals to promote the Comprehensive Plan, the requested residential planned development amendment will provide an opportunity for the developer to their land use goals, as well as achieving more objectives within the Comprehensive Plan which call for housing variety and encourages residential density. In addition, this amendment includes a new, narrower street detail (consisting of

28 ft. wide pavement width opposed to 30 ft.) which will both slow traffic and decrease the overall amount of pavement, resulting in less street maintenance costs for the City in the

future. Currently, the Future Land Use Plan Map (FLUP) designations for the subject property are Single-Family and Commercial. Although the prior planned development incorporated commercial, this project is instead expected to be an extension of the existing Castlewood (to the north); therefore, changes were made to accommodate this extension. Nonetheless, the request of the ordinance amendment is consistent with the current zoning and the Future Land Use Plan.

On February 9, 2021, the Planning and Zoning Commission held a public hearing regarding this request. The Planning and Zoning Commission recommended approval of the request to repeal and replace the Sundance Planned Development with the Castlewood South Planned Development.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Increased residential density • Will be integrated with the adjacent subdivision to the north • Less pavement width results in less pavement to maintain by the City in the future • Increase in tax base	

4. RECOMMENDATION

On February 9, 2021, the Planning and Zoning Commission held a public hearing and unanimously recommended approval.

5. FUNDING SOURCE

N/A

6. TIMELINE

Planning and Zoning Commission public hearing and recommendation – February 9, 2021

P&Z unanimously recommended approval
City Council public hearing and ordinance introduction – February 25, 2021
City Council consideration of ordinance approval – March 11, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

- 4a. [P&Z Staff Report](#)
- 4b. [Previous Sundance Planned Development Ordinance](#)
- 4c. [Proposed Castlewood South Ordinance 2021-07](#)
- 4d. [Current zoning map](#)
- 4e. [Future Land Use Plan map](#)
- 4f. [Proposed zoning map](#)

City of Taylor
PZ-2021-1277
Residential Planned Development Amendment
Staff Report

Requested Action: The applicant proposes to repeal and replace the Sundance Residential Planned Development (Ordinance 2017-32) with a new Residential Planned Development Overlay (R-1/RPD) called Castlewood South.

Applicant: Townbridge Capital/Aaron Levy

Subject Property: Approximately 69.97 acres; located across from Taylor High School and Avery Glen Subdivision, more particularly described by Williamson Central Appraisal District Parcels R331183, R019232, and R019652; part of and out of M. Dentler Survey, Abstract 211, H. & T. B. RR. Survey, Abstract 315, and George M. Reese Survey, Abstract 533, Williamson County, Texas.

Parcel Information

Current Zoning: Single-Family Residential Zoning District Residential Planned Development Overlay (R-1/RPD)

Future Land Use Plan: Single-Family Land Uses

Adjacent Parcel Information

Direction	Land Use	Zoning
North	Vacant	B-1 and R-1/RPD
South	Vacant	Outside the City Limits
East	FM 973 R.O.W. and Avery Glen	R.O.W. and Single-Family Residential
West	Agricultural	Outside the City Limits

Background and Purpose:

The applicant is proposing to repeal and replace the Sundance Planned Development; approved by City Council January 11, 2018 (Ordinance 2017-32) with Castlewood South Residential Planned Development. The subject property is approximately 69.97 acres; located south of Castlewood Subdivision and across from Avery Glen Subdivision. The purpose of the proposed amendment is to more closely align the development with the Goals of the Comprehensive Plan. The developer proposes creating more than 300 lots in various sizes to accommodate single-family detached homes rather than the previously approved zoning which provided for a single lot type. The proposed housing will consist of some small lots and alley loaded lots in addition to larger, front loaded lots.

In addition, to proposing a variety of lot sizes the developer is removing the commercial aspect of the former Planned Development. This will be Castlewood South Residential Planned Development as it is an expansion of Castlewood Subdivision to the north. The Sundance Planned Development was approved with a minimum lot of 6,000 square feet while the amendment proposes a minimum lot

size of 3,500 square feet. The minimum lot frontage in Sundance is 50 feet and Castlewood South is proposing a minimum lot frontage of 35 feet. These changes to the Planned Development will permit more efficient use of the land and utilities. The amendment to the Planned Development encourages accessory dwelling units potentially increasing the density further.

The developer is proposing to use the new street detail, which was incorporated in the Castlewood Subdivision which provides for narrower streets (28 feet wide vs. 30 feet wide) that will slow traffic, produce less impervious surface and will cost the City less to maintain in the future. Two parks are planned along with a trail system. Rather than a sidewalk in the right-of-way along FM 973 the developer would like to incorporate a 5-foot crushed granite trail. The crushed granite trail would replace the requirement for a 4-foot concrete sidewalk and would require a maintenance agreement for the property owners' association to maintain the crushed granite surface.

Staff Analysis:

As City Staff, we are charged with using the Comprehensive Plan as a guide to make recommendations to the Planning and Zoning Commission on applicant requests. In Chapter 4 – Land Use of the Comprehensive Plan, citizens identified some key issues. The key issues are a common thread throughout the Comprehensive Plan. Pertinent to this request are the following issues:

Desire for a variety of quality new homes - As Central Texas continues to experience phenomenal growth, Taylor is in the position to provide a variety of new and restored housing opportunities. Envision Central Texas, the regional planning effort, recommends additional higher density multifamily and infill projects to curb sprawl. These types of residences must be balanced with the increasing desire for single-family residential developments.

Desire for the City to be more pedestrian friendly – “Walkability”, “connectivity”, and linkages are terms that denote the desire for all areas of a community to be accessible without the use of a car. When residents and visitors can walk, jog or ride a bike in a safe, comfortable and secure environment they will feel that they can travel conveniently from residence to places; work, school, recreation, and shopping.

Goals, objectives and actions to help address key issues were developed and incorporated into the Comprehensive Plan. Some of the relevant Comprehensive Plan goals, objectives and actions to consider for this re-zoning case include:

Land Use Goal: *A variety of safe, attractive, accessible, high quality residential, commercial, industrial, and recreational land to meet the needs of Taylor’s current and future population while preserving the historical structures and small town atmosphere of the City.*

Objective L1: *Provide suitable areas for a variety of residential types and densities.*

Action L1.1: *Identify appropriate residential development areas on Future Land Use Plan (site suitability, access, utilities).*

Action L1.3: *Establish open space easements, linear parks, and trails in and around residential areas for accessibility and “walkability.” Require dedication or provision of land in the Subdivision Regulations platting process.*

The Future Land Use Plan map (FLUP) identifies the subject property as an area designated for Single-Family Residential land uses so the request is consistent with the FLUP. Additionally, the land use narratives associated with the land use classifications on the FLUP are consistent with development proposed by the applicant and support the request to rezone. See excerpt below:

Single Family Residential (Yellow): *Residential development, including conventional detached homes, as well as patio homes, zero lot-line homes and cluster units.*

In addition to the Land Use Objectives, the Comprehensive Plan includes general Planning Principles and Policy Guides, which are used to make land use decisions and zoning regulations to ensure compatibility. Some of the relevant statements include:

In General

- *Neighboring land uses should not detract from the enjoyment or value of properties.*
- *Transportation access and circulation should be provided for uses that generate large numbers of trips. Pedestrian and bicycle access should be addressed where appropriate.*
- *Adequate public infrastructure and facilities should be provided to support development, thereby encouraging prudent growth management.*

Residential

- *Houses should have direct access to residential streets but not to arterials or major collector streets.*
- *Houses should not be adjacent to major highways.*
- *Neighborhoods should be buffered from arterials or major collector streets.*
- *Residential developments should include adequate area for parks and recreation facilities, schools and churches, and other public facilities.*
- *Housing should be available for all income levels.*
- *There should be a variety of housing types on a variety of lot sizes in create complementary neighborhoods.*

Staff Recommendation

Staff recommends approval of the request to amend the Sundance Planned Development as the request furthers the Goals, Objectives and Actions that were developed to overcome some of the key issues that were identified by the public in resident participation meetings during the preparation of the Comprehensive Plan. The request is consistent with the FLUP.

Planning and Zoning Commission Recommendation

The Planning and Zoning Commission is charged with reviewing all requests for re-zoning and making a recommendation to City Council either in favor of or in opposition to each request.

In determining a recommendation on a re-zoning request, the Planning and Zoning Commission should consider the following factors:

- **Is the request consistent with the Comprehensive Plan?**

The staff analysis indicates this request is consistent with the FLUP. To achieve the overall Land Use Goal (to have a) *variety of safe, attractive, accessible, high quality residential, commercial, industrial, and recreational land to meet the needs of Taylor's current and future population while preserving the historical structures and small town atmosphere of the City* objectives were developed. The requested re-zonings would make the necessary **Actions** to meet objectives possible.

Objective L1: *Provide suitable areas for a variety of residential types and densities. Action L1.1:* *Identify appropriate residential development areas on Future Land Use Plan (site suitability, access, utilities). Action L1.3:* *Establish open space easements, linear parks, and trails in and around residential areas for accessibility and "walkability." Require dedication or provision of land in the Subdivision Regulations platting process.*

- **Is the compatible with the surrounding area?**

The staff analysis indicates this proposed request is compatible with the surrounding area. As this is an addition to Castlewood Subdivision to the north and is across from Avery Glen Subdivision and thr new High School, the location is ideal for new housing.

- **Does the request promote the public health, safety, or general welfare?**

Staff analysis indicates the request of the subject property will promote public health, safety and welfare. The request is consistent with the Comprehensive Plan, which promotes the health, safety and general welfare by promoting safe, orderly and walkable development. Additionally, amending the previous Sundance Residential Planned Development will provide access to residential choices. As mentioned previously the new street design that will be used for both Castlewood

Subdivisions has multiple benefits to the health, safety and welfare of the community.

- **Is adequate infrastructure available or planned to meet the needs of the proposed land use?**

The development is next to an adequate street with connectivity for convenient commuting. Some utilities will be extended during construction of Castlewood Subdivision to the north. The extension and construction of the infrastructure will be completed during this south expansion of Castlewood. The cost of extending infrastructure to the proposed site will be borne by the developer.

- **Do current conditions indicate that a request is necessary?**

The previously approved Sundance Residential Planned Development did not incorporate the ideals of the community that were iterated in the Comprehensive Plan. As stated earlier in the report the amendment will provide a variety of lot sizes and housing; an action that promotes the desires of the community. There are utilities available. Also, this amendment includes the new street design that contributes to the fiscal goals of the current administration as future maintenance costs will be less than the maintenance costs for the previous design standard for local streets. The amendment promotes walkability with more sidewalks and the trail system. These changes and more are part of the developer's changes to the previous one size fits all proposal.

Attachments:

1. Previous Planned Development Ordinance
2. Proposed Ordinance with exhibits
3. Current Zoning Map
4. Future Land Use Plan Map
5. Proposed Zoning Map

ORDINANCE NO. 2017-32

AN ORDINANCE CHANGING THE ZONING OF PROPERTY DESCRIBED AS BEING 69.97 ACRES IN THE GEORGE M. REESE SURVEY, ABSTRACT NO. 533, T.B. RR. SURVEY, ABSTRACT NO. 315, AND M. DENTLER SURVEY, ABSTRACT NO. 211, GENERALLY LOCATED ON THE WEST SIDE OF FM 973 SOUTH OF CARLOS G. PARKER BOULEVARD IN TAYLOR, WILLIAMSON COUNTY, TEXAS, AND LEGALLY DESCRIBED IN THIS ORDINANCE FROM SINGLE-FAMILY RESIDENTIAL DISTRICT R-1 (ASSIGNED AT ANNEXATION) TO PLANNED DEVELOPMENT, R-1 PD AND B-1 PD; AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF TAYLOR, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

WHEREAS, the Taylor City Council conducted a public hearing on December 14, 2017, to consider the request made by Packsaddle Partners, LLC and Hafernik Farm Group, as Applicant Agent and Owner of the property, respectively, which property is legally described in Exhibit "A" attached hereto and incorporated by reference herein for all purposes ("Property"), to change the zoning for the Property from Single Family Residential R-1 to Planned Development PD with base districts of Single Family Residential R-1 and Local Business B-1 subject to Exhibit "B", Development Plan and Exhibits; and

WHEREAS, the Planning and Zoning Commission, after proper notice, conducted a public hearing on November 14, 2017, to consider the zoning request, and recommended the zoning change to the City Council; and

WHEREAS, the City Council, after the public hearing, approves the request for the Property zoning change.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, that:

SECTION 1. The facts and recitations contained in the preamble of this Ordinance are hereby declared to be true and correct and are incorporated by reference herein and made a part hereof, as if copied verbatim.

SECTION 2. The Property is changed from Single Family Residential R-1 to Planned Development PD with base districts of Single Family Residential R-1 and Local Business B-1 subject to Exhibit "B", Development Plan and Exhibits.

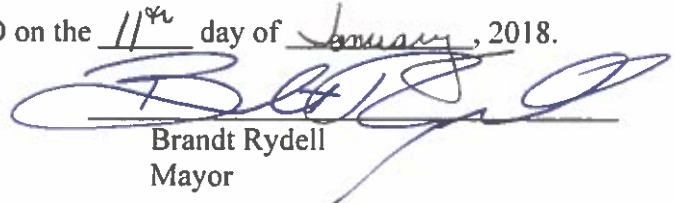
SECTION 3. The Official Zoning map of the City of Taylor, Texas, is changed to show the Property zoning district changed from Single Family Residential R-1 to Planned Development PD with base districts of Single Family Residential R-1 and Local Business B-1 subject to Exhibit "B", Development Plan and Exhibits.

SECTION 4. All other terms and conditions contained in the official zoning map, except as amended herein, shall continue and remain in full force and effect.

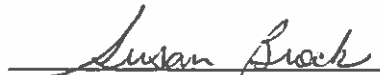
SECTION 5. Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional

SECTION 6. In accordance with Article VIII of the City Charter, Ordinance 2017-32 was introduced before the Taylor City Council on the 14th day of December, 2017.

PASSED, APPROVED, and ADOPTED on the 11th day of January, 2018.


Brandt Rydell
Mayor

ATTEST:


Susan Brock, City Clerk

APPROVED AS TO FORM:


Ted W. Hejl,
City Attorney

CERTIFICATE

THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Susan Brock, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2017-32, passed and approved by the City Council of the City of Taylor, Texas, on the 11th day of January, 2018, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office this 11th day of January, 2018.


Susan Brock
City Clerk



ATTACHMENT 2 - EXHIBIT A - LEGAL DESCRIPTION

LEGAL DESCRIPTION:

BEING 69.97 ACRES OF LAND OUT OF THE H. & T.B.R.R. SURVEY, ABSTRACT 315, M. DENTLER SURVEY, ABSTRACT 211, AND GEORGE M. REESE SURVEY, ABSTRACT 533, WILLIAMSON COUNTY, TEXAS. BEING A PORTION OF THAT CERTAIN 150 ACRE TRACT, CONVEYED TO JOHN FRED HAERNIK ET. AL. RECORDED IN DOCUMENT 2011036448 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS. THE SAID 69.97 ACRES OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT AN IRON ROD FOUND IN THE WESTERLY RIGHT-OF-WAY LINE OF FARM TO MARKET 973, BEING THE SOUTHEAST CORNER OF THE BILLIE G. MILLER, ET. AL. TRACT RECORDED IN DOCUMENT 2010074538, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, ALSO BEING THE POINT OF BEGINNING AND THE NORTHEAST CORNER OF THE TRACT HEREIN DESCRIBED;

THENCE SOUTH 44°27'04" WEST, ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE AND THE EAST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 2,760.45 FEET TO AN IRON ROD FOUND IN THE SAID WESTERLY RIGHT-OF-WAY LINE, BEING THE NORTHEAST CORNER OF A TRACT CONVEYED TO EUGENE MUNDKOWSKY RECORDED IN VOLUME 837, PAGE 121, DEED RECORDS, WILLIAMSON COUNTY, TEXAS (W.C.A.D. SHOWS CURRENT OWNER AS LINDA ROZNOVAK, DENNIS MUNDKOWSKY AND RONALD MUNDKOWSKY WITH NO DEED INFORMATION), ALSO BEING THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 82°26'22" WEST, ALONG THE NORTH LINE OF MUNDKOWSKY TRACT AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 347.70 FEET TO AN IRON ROD FOUND IN THE EAST LINE OF A TRACT CONVEYED TO ALAN C. TEICHELMAN AND SUSAN KAYE SCHAEFER RECORDED IN DOCUMENT 2016002249, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, BEING THE NORTHWEST CORNER OF SAID MUNDKOWSKY TRACT AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 01°52'07" EAST, ALONG THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT AND THE WEST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 2323.70 FEET TO A CONCRETE MONUMENT FOUND IN THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT, ALSO BEING THE SOUTHWEST CORNER OF A TRACT CONVEYED TO JULIUS CHARLES STELZER, III RECORDED IN DOCUMENT 2008077958, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS AND BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE ALONG THE SOUTH LINES OF SAID STELZER TRACT, A TRACT CONVEYED TO WILLIAM LYN DAVIS, III RECORDED IN DOCUMENT 1996038661, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, AND SAID BILLIE G. MILLER TRACT, THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1) SOUTH 82°36'18" EAST, FOR A DISTANCE OF 1916.08 FEET TO A CONCRETE MONUMENT FOUND;
- 2) SOUTH 21°47'09" EAST, FOR A DISTANCE OF 126.85 FEET TO A CONCRETE MONUMENT FOUND;
- 3) SOUTH 82°33'45" EAST, FOR A DISTANCE OF 258.99 FEET TO THE POINT OF BEGINNING AND CONTAINING 69.97 ACRES, MORE OR LESS.

NOTES:

1.) BEARING BASIS OF THE CONTROL POINTS LISTED HEREON IS BASED ON THE NAD 83 CONTROL DATUM, GEOID MODEL 12B, TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, AND NAVD 88 VERTICAL CONTROL DATUM, ALL COORDINATES AND DISTANCES SHOWN AND LISTED ARE RELATIVE TO TEXAS CENTRAL ZONE GRID.

SURVEYOR'S CERTIFICATE

THE UNDERSIGNED, BEING A REGISTERED SURVEYOR OF THE STATE OF TEXAS DOES HEREBY CERTIFY THAT THE PROPERTY SHOWN HEREON WAS DETERMINED BY A SURVEY ON THE GROUND, AND UNDER MY DIRECTION AND SUPERVISION, AND THAT ALL CORNERS ARE MARKED AS DESCRIBED.

 08-03-17
TIMOTHY E. HAYNIE,
TEXAS REGISTERED PROFESSIONAL LAND
SURVEYOR NO. 2380

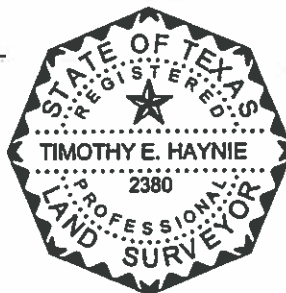


EXHIBIT "A"

FIELD NOTES TO ACCOMPANY SKETCH FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



HAYNIE
CONSULTING, INC.

Civil Engineers and Land Surveyors
1010 Provident Lane
Round Rock, Texas 78664-3276
Ph: 512-837-2446 Fax: 512-837-9463
TBPE FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER: 783-17-02

JOB DATE: 2017-04-11

SCALE: 1"=500'

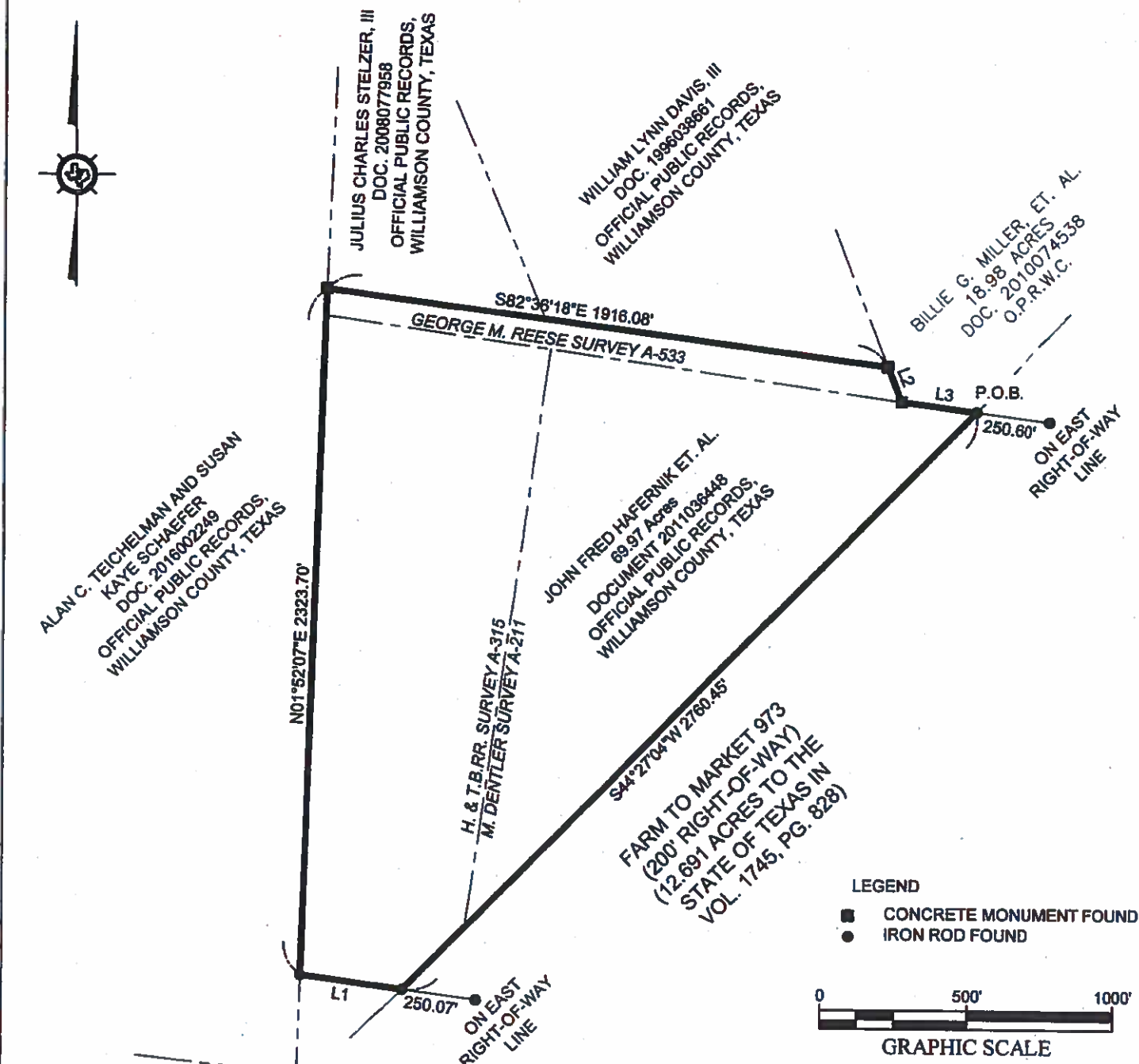
TECH: J. WARREN

CHECKED BY: B. JONES

SHEET:

1 OF 2

ATTACHMENT 2 - EXHIBIT A - LEGAL DESCRIPTION



LEGEND

- CONCRETE MONUMENT FOUND
- IRON ROD FOUND

0 500' 1000'

GRAPHIC SCALE

LINE TABLE		
NUMBER	DIRECTION	LENGTH
L1	N82°26'22"W	347.70'
L2	S21°47'09"E	126.85'
L3	S82°33'45"E	256.99'

EUGENE MUNDKOWSKY
VOL. 837, PG. 121
DEED RECORDS, WILLIAMSON
COUNTY, TEXAS
(WCAD SHOWN CURRENT OWNER
AS LINDA ROZNOVAK DENNIS
MUNDKOWSKY WITH NO DEED
INFORMATION)

EXHIBIT "A"
SKETCH TO ACCOMPANY FIELD NOTES FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



**HAYNIE
CONSULTING, INC.**
Civil Engineers and Land Surveyors
1010 Provident Lane
Round Rock, Texas 78664-3276
Ph: 512-837-2446 Fax: 512-837-9463
TBPB FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER:	783-17-02
JOB DATE:	2017-04-11
SCALE:	1"=500'
TECH:	J. WARREN
CHECKED BY:	B. JONES
SHEET:	2 OF 2

SUNDANCE DEVELOPMENT

**Taylor, Texas
Planned Development
Development Plan**

EXHIBIT B

A. PROPERTY

The Sundance Planned Development District encompasses approximately 69.97 acres located immediately South of the High School on the west side of FM 973, Taylor, Texas and more particularly described in Exhibit A. It is hereinafter referred to as "the property."

B. PURPOSE

This Planned Development Development Plan (PDDP) serves to augment and/or modify the standards for development outlined in the City's Zoning, Subdivision, and other development related Ordinances in order to implement the vision for the property and insure a cohesive, high quality development not otherwise anticipated by the underlying base zoning district. The PDDP, is a summary of the development and design standards for the property, and a site layout plan of the proposed development as described in Zoning Ordinance Ch 2, Article IV, Section 2.17 Residential Planned Development District [RPD].

C. APPLICABILITY AND BASE ZONING

The property shall be regulated for purposes of zoning and subdivision by this Plan. All aspects not specifically covered by this Plan shall be regulated by the R-1 (Single Family Residential) zoning district and by B-1 (Local Business) zoning district, and other sections of the Code, as applicable. If there is a conflict between this Plan and the Code, this Plan shall supersede the specific conflicting provisions of the Code.

All other Ordinances within the Code, shall apply to the Property, except as clearly modified by this Plan. In the event of a conflict, the terms of this Plan shall control. In the case that this PDDP does not address a specific item, the City of Taylor development regulations shall apply.

D. SITE LAYOUT PLAN

A Preliminary Concept Plan has been attached to this Development Plan as Exhibit B to illustrate the land use and design intent for the property. The Site Layout Plan is intended to serve as a guide to illustrate the general vision and design concepts and is not intended to serve as a final document. The Site Layout Plan depicts roadways, residential areas, commercial areas, and park areas that will be developed in multiple phases as shown in Exhibit B, provided the minimum requirements of the PDDP are met. Approval of this PDDP and Concept Site Layout Plan does not constitute approval of a subdivision plat.

E. PERMITTED USES

The primary use of the property shall be for single family detached dwellings. In addition, there will be approximately five (5) acres consisting of two lots for local retail commercial use. Accessory uses not specifically covered by this Plan shall be regulated by:

1. R-1 Zoning District

2. B-1 Zoning District, prohibited uses:

- Appliance Rental
- Amusement Commercial (Outdoor)
- Aquariums
- Associated Outside (accessory) uses (or Storage)
- Auto Financing and Leasing (No Outdoor Lot or Display)
- Auto Repair, Major or Minor
- Bed and Breakfast Inn Facility
- Boarding or Rooming House
- Cemetery or Mausoleum
- Check Cashing Service and Loan Agency
- Convent or Monastery
- Country Club (Private)
- Food Bank or Pantry
- Fraternal Organization, Lodge, Union Hall or Civic Club
- Funeral Home or Mortuary
- Greenhouse (Non-Retail/Hobby)
- Halfway houses
- Heliport, Helistop
- Kennel (Indoor Pens)
- Laundromat (Or Self-Service Washateria)
- Rehabilitation Care Facility (Halfway House)
- Sewage Pumping Station (Public)
- Sexually Oriented Business
- Small Wind Energy System (Ord 2010-44, 11/4/10)
- Train stations
- Water Treatment Plant

F. DEVELOPMENT STANDARDS

1. Single Family Development Standards

Minimum lot size	6,000-SF
Minimum front lot width	50-ft
Minimum rear lot width	50-ft
Minimum lot depth	100-ft
Minimum radial lot width front & back	40-ft cord measurement at building line
Minimum front setback	25-ft typical
Minimum garage door setback	25-ft or 15-ft for side entry
Minimum side setback	5-ft, 15-ft street side corner lots
Minimum rear setback	10-ft
Minimum accessory building setback	5-ft, not permitted in any street yard setback
Maximum height primary building	35-ft
Maximum height accessory building	10-ft, 7-ft on lots adjacent to FM 973 ROW

Corner lots shall be 10-ft wider than the narrowest lot in the block.

Fences on street side of corner lots shall be set back 10-ft from property line, thus not within the 10-ft PUE.

Sidewalks to be provided on both sides of residential streets.

See Exhibit E for Comparison of this PDDP to the Standard City R-1 Ordinances and City R1 Residential Planned Development Ordinance. Referenced Documents include: Ch 2 Zoning Districts Article II 2.7 – R-1 Single Family Residential District, Chapter 4 – Property Development Standards 4.1 – Residential Property Development Standards, CH 28 – Vegetation Article II Landscape Requirements and Standards; Preservation, Protection and Planting of Trees, Ch 2 Article IV – Planned Development Districts 2.17 – Residential Planned Development District (RPD).

2. Masonry Façade Requirements

The exterior finish of all sides of single-family homes within the Plan shall be masonry, except non-load bearing elements such as doors, windows, trim, and accents. Gables, roofs, soffits, porches, and patios may also be of a non-masonry material. Masonry shall be defined as stone, brick, two-step hard coat stucco, and up to 75% of horizontally installed cement based siding excluding panelized wall systems. Façade requirements are further regulated as follows:

- a. Two story homes on corner lots and adjacent to FM 973 shall be constructed with 90% masonry on exposed surface walls facing roadways, except non-load bearing elements such as doors, windows, trim, gables, roofs, soffits, patios, porches, and accents.
- b. Exempt from the above masonry requirements are units in which stylized architecture is utilized. In these cases, alternative exterior finishes are permitted subject to approval by the Director of Planning, including but not limited to, board and batten, cedar shake, ship lap, 4" and 6" masonry siding in both horizontal and vertical installations and dry stacked stone.

3. Building Elevations

Exterior elevations shall vary so that no three or fewer adjacent lots shall have the same elevation. Building elevations on lots directly across from one another must also differ.

4. Exterior Lighting.

Exterior Lighting on the Property and its buildings will comply with the requirements set forth in Chapter 5 of the Zoning Ordinance related to outdoor lighting.

5. Garages

All homes will have a 2 car garage.

6. Patios & Porches

All homes shall have:

- a back patio with minimum area of 100-sf
- a covered front porch.

7. Commercial Development Standards

Buildings will consist of 60% masonry, with the front being a combination of masonry and stucco and glass, sides and back of buildings will be standing seam metal, masonry siding or stucco with 4-ft masonry wainscot, see attached Exhibit C.

G. VEHICULAR ACCESS AND CIRCULATION

A minimum of two access points onto FM 973 are planned, one in Phase 1 and one in Phase 2.

H. LANDSCAPE AND BUFFER REQUIREMENTS

Landscaping on the Property shall be in conformance with Chapter 28 of the City Code unless otherwise stated in this Development Plan. All single family lots shall contain the following landscaping, located outside of the easements along the rights-of-way:

1. One (1) – 2-inch caliper shade tree in the front yard.
2. Five (5) – 5-gallon shrubs.
3. All corner lots shall include an additional 2-inch caliper shade tree in the front yard.

4. All single family lots shall have drought resistant grass, such as Bermuda or Buffalo Grass, all yard areas to be sodded. Synthetic lawns or plants are prohibited.

I. SIGNAGE

Entry feature signage will be placed at the north most subdivision entry, and will be in accordance with Chapter 24 of the Code.

J. PARKS

3.98-acres of Parks (primary and pocket) will be provided by the Developer, owned, and maintained by a Homeowners Association. Primary park acreage of 2.96-acres will be provided as shown in Exhibit B.

Pocket park acreage of 0.54-acres will be provided using the following criteria:

1. Each park shall be a min. of 6,000-sf.
2. Locations to be selected solely at the Developer's discretion.

Amenities for each of the two primary parks are to be installed by the developer prior to City acceptance of the phase development improvements for which the park is in. Amenities in the two primary parks will include:

1. Walking trail – 5-ft wide decomposed granite, located as noted in Exhibit B.
2. Park benches – minimum of two.
3. Soccer goals – minimum of two, placed in the green space of the detention ponds.
4. Play scape – one combination structure, see Exhibit D for examples.
5. Along the lot lines between parkland and residential, a six foot (6') typical cedar fence with treated rails and a minimum picket size of 1" x 6" and a cedar top cap, with masonry columns every 50-ft. Fence shall be installed such that the rails are to be exposed on the private residence side of the fence.

K. FM 973 FRONTAGE

1. Fencing - Residential rear lot line fencing adjacent to FM 973 Right-Of-Way shall consist of six foot (6') typical cedar fence with treated rails and a minimum picket size of 1" x 6" and a cedar top cap, with masonry columns every 50-ft. Fence shall be installed such that the rails are to be exposed on the private residence side of the fence. This fencing shall be owned and maintained by the HOA.
2. Hike & Bike Trail – Shall be 5-foot wide meandering concrete sidewalk, shall be constructed by the Developer prior to City acceptance of the phase development improvements the Hike & Bike Trail serves, and owned and maintained by the HOA.

L. TRAFFIC IMPACT ANALYSIS

A Level II Traffic Impact Analysis to be submitted as part of the Final Plat submission and approval process.

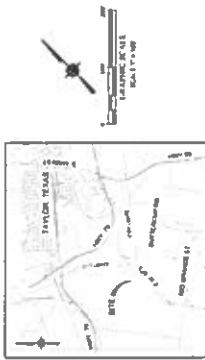
M. PLAN MODIFICATIONS

Changes shall be in accordance with Ch 2 Article IV, Section 2.17.8 Minor Changes to Site Plan, unless otherwise stated in this PDDP.

EXHIBIT A



A PRELIMINARY CONCEPT SITE LAYOUT SUNDANCE SUBDIVISION A SINGLE-FAMILY RESIDENTIAL COMMUNITY



DECEMBER 2017

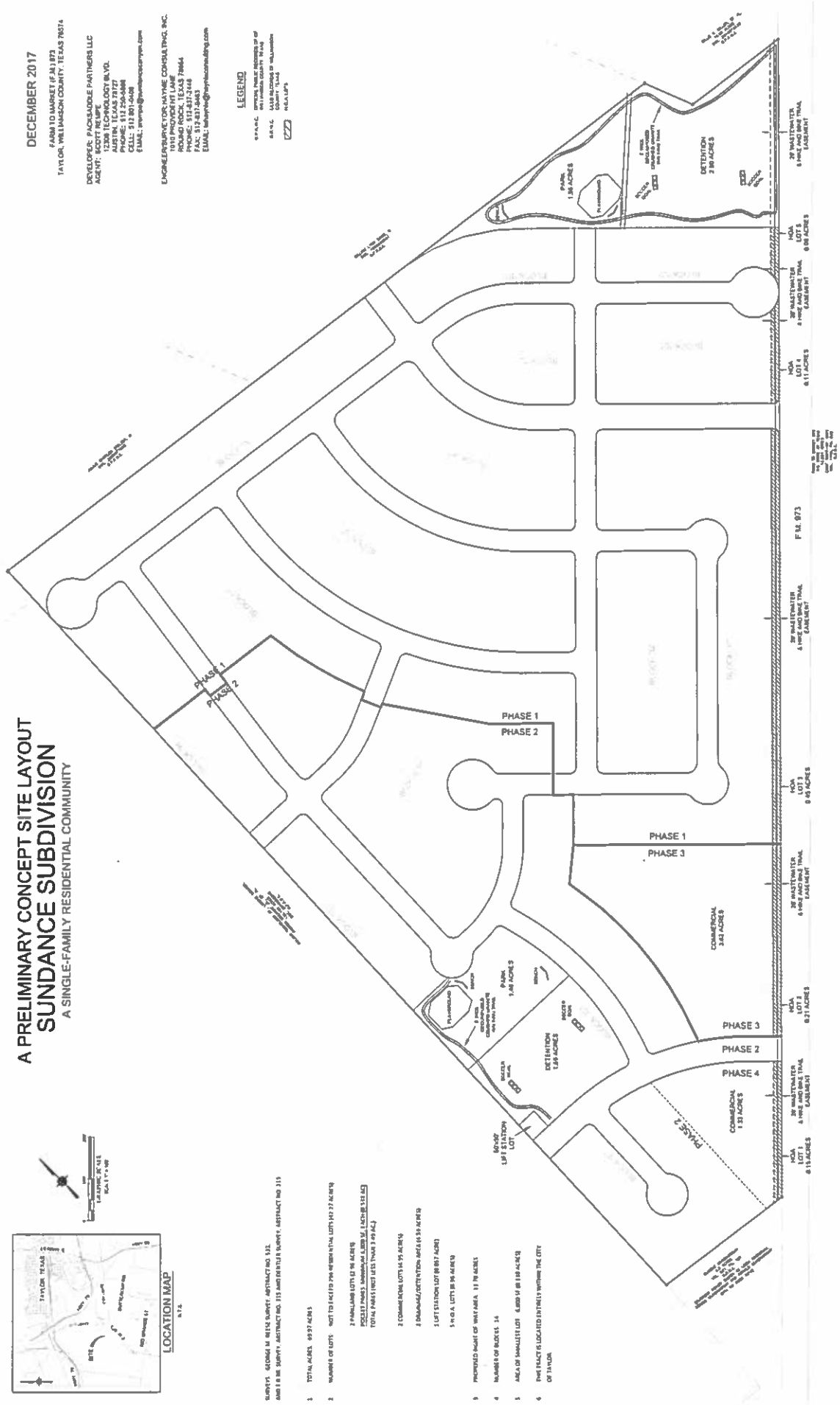
FARM TO MARKET (F.M.) 873
TAYLOR, WILLAMSON COUNTY, TEXAS 76784

DEVELOPER: PAKSIDDLE PARTNERS LLC
AGENT: SCOTT REMPE
1208 TEXAS LUCKY BLVD.
SUITE 100
TAYLOR, TEXAS 76781
PHONE: 512-250-5488
CELL: 512-871-6488
EMAIL: scott@paksiddlepartners.com

ENGINEERING: HAYNIE CONSULTING, INC.
1810 PROCTOR HWY. SUITE 100
ROUND ROCK, TEXAS 76664
PHONE: 512-432-2448
CELL: 512-432-2448
EMAIL: haynie@haynieconsulting.com

LEGEND

STANDARD: SPECIAL TRAIL RIGHTS OF WAY
AS SHOWN ON THE 1942
RECORD MAP
RECORD MAP
RECORD MAP



SUBJECT: 420004 M. 80114 SUBMIT. ABSTRACT NO. 111
AND 8 IN SUBMIT. ABSTRACT NO. 111 AND 80114 SUBMIT. ABSTRACT NO. 111

1. TOTAL ACRES: 69.97 ACRES
2. NUMBER OF LOTS: NOT TO EXCEED 200 RESIDENTIAL LOTS AND 77 ACRES
3. 2 PARCELS LOTS OF 10 ACRES
TOTAL PARCELS LOTS OF 10 ACRES
TOTAL PARCELS LOTS OF 10 ACRES
4. 2 COMMERCIAL LOTS OF 50 ACRES
2 COMMERCIAL/DETENTION AREA OF 50 ACRES
5. 1 LOT 100'00' (100'00' ACRES)
5 IN 100'00' LOTS OF 10 ACRES
6. PROPOSED RIGHT OF WAY AREA: 11 ACRES
7. NUMBER OF BLOCKS: 24
8. AREA OF 100'00' LOT: 100'00' (100'00' ACRES)
100'00' (100'00' ACRES)
9. THE TRACT IS LOCATED WITHIN THE CITY OF TAYLOR.

SHEET NO.

1 OF 1

PP-2017-1059

EXHIBIT 'B'
SUNDANCE SUBDIVISION
PRELIMINARY CONCEPT SITE LAYOUT
HUTTO, WILLAMSON COUNTY, TEXAS

HAYNIE
CONSULTING, INC.
Civil Engineers and Land Surveyors
1810 Proctor Hwy. Suite 100
Round Rock, Texas 76664
Tel: 512-432-2448
Fax: 512-432-2448



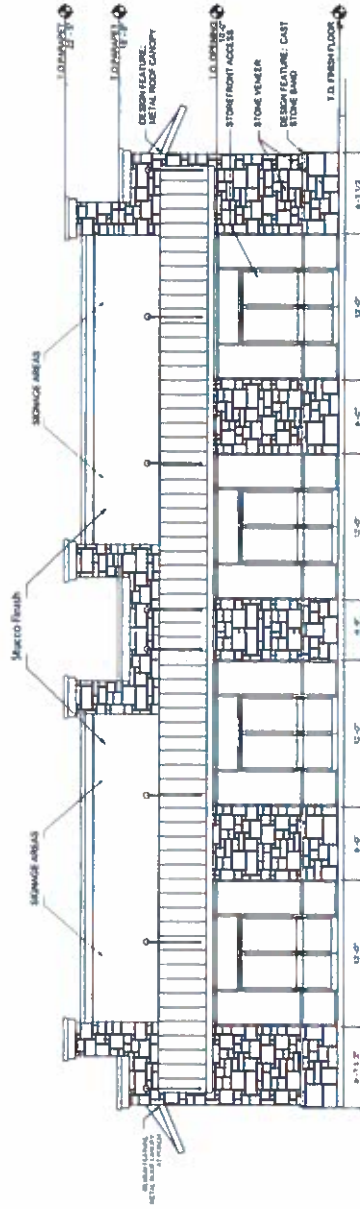
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Project No. 751-17-01	Project No. 751-17-01	Project No. 751-17-01	Project No. 751-17-01
Drawn By: JLD	Drawn By: JLD	Drawn By: JLD	Drawn By: JLD
Checked By:	Checked By:	Checked By:	Checked By:
Reviewed By:	Reviewed By:	Reviewed By:	Reviewed By:

No.	REVISION	DATE	BY

COMMERCIAL BUILDING
MOCK UP
FM 973 TAYLOR, TX

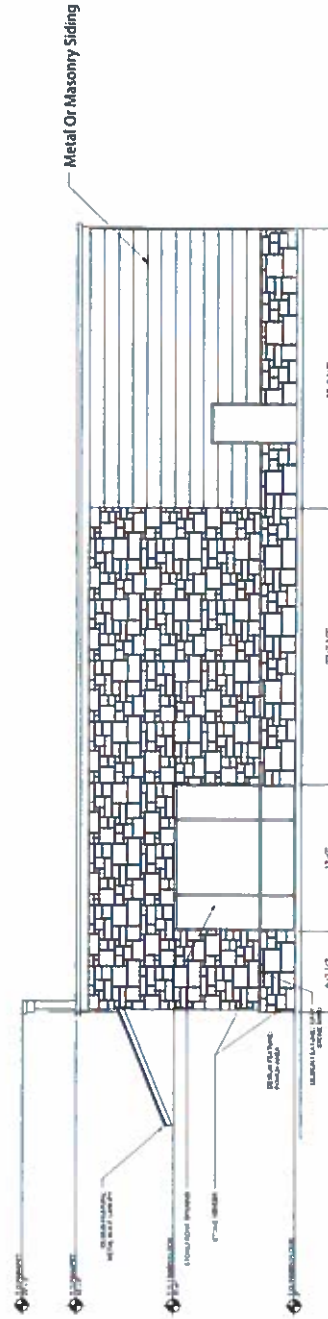
Drawn by	BCN
Checked by	
Approved by	
Job Number	
Circle weight	
Subtotal Total	
Amount due	
Card file	
Sheet Total	
Comments	

EXHIBIT C



PRIMARY ELEVATION

19 44 46 48 50 52 54 56 58 60 62 64 66 68 70 72 74 76 78 80 82 84 86 88 90 92 94 96 98 100
 102 104 106 108 110 112 114 116 118 120 122 124 126 128 130 132 134 136 138 140 142 144 146 148 150 152 154 156 158 160 162 164 166 168 170 172 174 176 178 180 182 184 186 188 190 192 194 196 198 200
 202 204 206 208 210 212 214 216 218 220 222 224 226 228 230 232 234 236 238 240 242 244 246 248 250 252 254 256 258 260 262 264 266 268 270 272 274 276 278 280 282 284 286 288 290 292 294 296 298 300
 302 304 306 308 310 312 314 316 318 320 322 324 326 328 330 332 334 336 338 340 342 344 346 348 350 352 354 356 358 360 362 364 366 368 370 372 374 376 378 380 382 384 386 388 390 392 394 396 398 400
 402 404 406 408 410 412 414 416 418 420 422 424 426 428 430 432 434 436 438 440 442 444 446 448 450 452 454 456 458 460 462 464 466 468 470 472 474 476 478 480 482 484 486 488 490 492 494 496 498 500
 502 504 506 508 510 512 514 516 518 520 522 524 526 528 530 532 534 536 538 540 542 544 546 548 550 552 554 556 558 560 562 564 566 568 570 572 574 576 578 580 582 584 586 588 590 592 594 596 598 600
 602 604 606 608 610 612 614 616 618 620 622 624 626 628 630 632 634 636 638 640 642 644 646 648 650 652 654 656 658 660 662 664 666 668 670 672 674 676 678 680 682 684 686 688 690 692 694 696 698 700
 702 704 706 708 710 712 714 716 718 720 722 724 726 728 730 732 734 736 738 740 742 744 746 748 750 752 754 756 758 760 762 764 766 768 770 772 774 776 778 780 782 784 786 788 790 792 794 796 798 800
 802 804 806 808 810 812 814 816 818 820 822 824 826 828 830 832 834 836 838 840 842 844 846 848 850 852 854 856 858 860 862 864 866 868 870 872 874 876 878 880 882 884 886 888 890 892 894 896 898 900
 902 904 906 908 910 912 914 916 918 920 922 924 926 928 930 932 934 936 938 940 942 944 946 948 950 952 954 956 958 960 962 964 966 968 970 972 974 976 978 980 982 984 986 988 990 992 994 996 998 1000
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 1102 1104 1106 1108 1110 1112 1114 1116 1118 1120 1122 1124 1126 1128 1130 1132 1134 1136 1138 1140 1142 1144 1146 1148 1150 1152 1154 1156 1158 1160 1162 1164 1166 1168 1170 1172 1174 1176 1178 1180 1182 1184 1186 1188 1190 1192 1194 1196 1198 1200
 1202 1204 1206 1208 1210 1212 1214 1216 1218 1220 1222 1224 1226 1228 1230 1232 1234 1236 1238 1240 1242 1244 1246 1248 1250 1252 1254 1256 1258 1260 1262 1264 1266 1268 1270 1272 1274 1276 1278 1280 1282 1284 1286 1288 1290 1292 1294 1296 1298 1300
 1302 1304 1306 1308 1310 1312 1314 1316 1318 1320 1322 1324 1326 1328 1330 1332 1334 1336 1338 1340 1342 1344 1346 1348 1350 1352 1354 1356 1358 1360 1362 1364 1366 1368 1370 1372 1374 1376 1378 1380 1382 1384 1386 1388 1390 1392 1394 1396 1398 1400
 1402 1404 1406 1408 1410 1412 1414 1416 1418 1420 1422 1424 1426 1428 1430 1432 1434 1436 1438 1440 1442 1444 1446 1448 1450 1452 1454 1456 1458 1460 1462 1464 1466 1468 1470 1472 1474 1476 1478 1480 1482 1484 1486 1488 1490 1492 1494 1496 1498 1500
 1502 1504 1506 1508 1510 1512 1514 1516 1518 1520 1522 1524 1526 1528 1530 1532 1534 1536 1538 1540 1542 1544 1546 1548 1550 1552 1554 1556 1558 1560 1562 1564 1566 1568 1570 1572 1574 1576 1578 1580 1582 1584 1586 1588 1590 1592 1594 1596 1598 1600
 1602 1604 1606 1608 1610 1612 1614 1616 1618 1620 1622 1624 1626 1628 1630 1632 1634 1636 1638 1640 1642 1644 1646 1648 1650 1652 1654 1656 1658 1660 1662 1664 1666 1668 1670 1672 1674 1676 1678 1680 1682 1684 1686 1688 1690 1692 1694 1696 1698 1700
 1702 1704 1706 1708 1710 1712 1714 1716 1718 1720 1722 1724 1726 1728 1730 1732 1734 1736 1738 1740 1742 1744 1746 1748 1750 1752 1754 1756 1758 1760 1762 1764 1766 1768 1770 1772 1774 1776 1778 1780 1782 1784 1786 1788 1790 1792 1794 1796 1798 1800
 1802 1804 1806 1808 1810 1812 1814 1816 1818 1820 1822 1824 1826 1828 1830 1832 1834 1836 1838 1840 1842 1844 1846 1848 1850 18



SIDE ELEVATION

EXHIBIT D

ELE400050 Tower



Elevated Activities: 4	Accessible Elevated Activities	Accessible Ground Level Activities	Accessible Ground Level Play Types
Present	4	1	1
Required	2	1	1

Up, around and under ? lots of spatial physical activity is what the Tower offers. A play switcher on the lower curved panel provides a point for experimentation, as do the rings on the stair handrails. Stairs, a sloping rock climb and a curly climber offer 3 levels of challenge to the top. Once up to the large lookout deck, children can zoom down the curved slide or twist down the curly climber. Underneath the deck there is a play counter for recreation or role-play.

Product line	Multi play structures
Product category	ELEMENTS™
Best user age	2 - 5
Max. fall height (Feet)	217
Total height (Feet)	300
Safety zone area	38 m2



GATHERING



CLIMBING



SLIDING



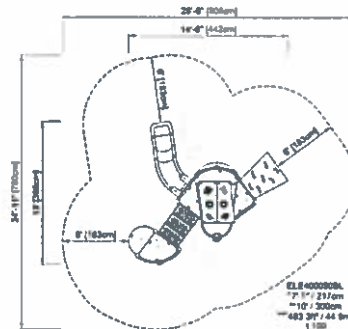
PRETENDING



EXPERIMENTING



ASTM



ELE400050BL
ELE400050GR
ELE400050RE
1:100

* = Highest designated play surface.
** = Total height of product.

Weight/heaviest parts	kg.	Installation (Manpower)	1 person(s)
Concrete required	NaN m3	Installation (Hours)	20 hour(s)
Foundation amount/footing	NaN	Excavation	NaN m3



To verify product certification,
visit www.ipema.org

Highest designated play surface and space required are according to ASTM F1487. Equipment must be installed over resilient surfacing appropriate to the safety guidelines in your area. Product development is an ongoing process. We reserve the right to make modifications on all our products. This product may not be mirrored, scaled or altered in any way. Safety zones must be retained for proper placement of equipment. If any changes are required, please contact your KOMPAN representative at 1.800.426.9788.

PCM211804

Double Tower with Tower Net, Physical, Plastic Tube Slide ADA



Elevated Activities: 4	Accessible Elevated Activities	Accessible Ground Level Activities	Accessible Ground Level Play Types
Present	4	2	2
Required	2	1	1

Product line	Multi play structures
Product category	MOMENTS™ School age
Best user age	5 - 12



GATHERING



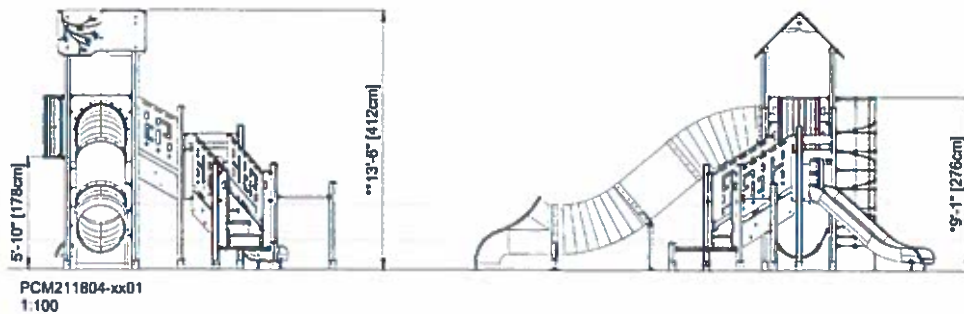
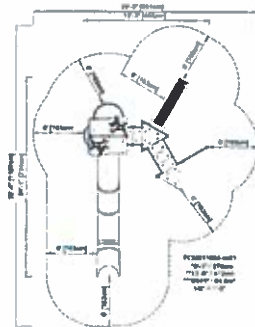
CLIMBING



SLIDING



IN-
GROU. ASTM



* = Highest designated play surface.
** = Total height of product.

Weight/heaviest parts	kg.	Installation (Manpower)	1 person(s)
Concrete required	NaN m3	Installation (Hours)	21 hour(s)
Foundation amount/footing	NaN	Excavation	NaN m3



To verify product certification,
visit www.ipema.org

Highest designated play surface and space required are according to ASTM F1487. Equipment must be installed over resilient surfacing appropriate to the safety guidelines in your area. Product development is an ongoing process. We reserve the right to make modifications on all our products. This product may not be mirrored, scaled or altered in any way. Safety zones must be retained for proper placement of equipment. If any changes are required, please contact your KOMPAN representative at 1.800.426.9788.

**STANDARD ORDINANCE, AND STANDARD RESIDENTIAL PLANNED DEVELOPMENT ORDINANCE, AND PLANNED DEVELOPMENT DEVELOPMENT PLAN
COMPARISON TABLE**

EXHIBIT E

Item	St. R-1 Ordinance - By-Right	Std. Residential Planned Dev. - By-Right	Sundance Subdivision PDDP (* - Exceeds By-Right)
Zoning	R-1	R-1	R-1
Side Setback	5'	None noted	5'
Street Side Setback	10'	None noted	* 10' + PUE fence restriction
Front Setback	25'	None noted	25'
Rear Setback	10'	None noted	10'
Lot Width	70'	None noted	50'
Lot SF	7,000	6,000	6,000
Min Lot Depth	100'	None noted	100'
Corner Lots	5' Wider than avg. interior lots in block	None noted	* 10' Wider than average interior lots in the block
Max Accessory Height	N/A	N/A	* 10' (7' along TxDOT ROW)
Parkland	5% Residential Area	None noted	* 5% Residential & commercial area + park improvements
2 Primary Parks with improvements including: soccer goals, benches, playscapes, walking trail, upgraded fencing along residential lots & Pocket Parks to be located between Major Parks			
Sidewalks	1 Side of residential street only	None noted	* 2 Sides of residential streets
Exterior Finishes	3 Sides masonry (1st floor only), full facade	None noted	* 4 Sides masonry / Architectural exceptions
Covered Parking	1 Car covered parking	None noted	* 2 Car Garage
Back Patio	None required	None noted	* 100 SF
Home size	1,400-SF Minimum	None noted	1,400-SF Minimum
Landscaping	None required	None noted	* Full sod yards front & back, 1 tree/5 shrubs typ., corner lots 2 trees/5 shrubs
Fencing/Maintenance Along TxDOT ROW	No minimum height stated	None noted	* 6' Tall fencing w/ masonry columns at 50' centers
Trail/Esm/Maintenance Along TxDOT ROW	None required	None noted	* 5' Wide Trail/W&WW Esmt/HOA Maintenance
Architectural - No repealing structures	None required	None noted	* No 3 adjacent homes w/ same floor plan either side street

ORDINANCE NO. 2021- 07

AN ORDINANCE REPEALING AND REPLACING SUNDANCE PLANNED DEVELOPMENT, ORDINANCE 2017-32; CONSISTING OF APPROXIMATELY 69.97 ACRES OF LAND; LOCATED ACROSS FROM AVERY GLEN SUBDIVISION AND TAYLOR HIGH SCHOOL MORE PARTICULARLY DESCRIBED BY WILLIAMSON CENTRAL APPRAISAL DISTRICT PARCELS R331183, R019232, AND R019652; PART OF AND OUT OF M. DENTLER SURVEY, ABSTRACT 211, H. & T. B. RR. SURVEY, ABSTRACT 315, AND GEORGE M. REESE SURVEY, ABSTRACT 533, WILLIAMSON COUNTY, TEXAS, TO SHOW THE ZONING CHANGE ADOPTED HEREIN; PROVIDING A SAVINGS CLAUSE.

WHEREAS, the Taylor City Council conducted a public hearing on February 25, 2021, to consider the request made by Townbridge Capital, represented by Aaron Levy, for property which is legally described in Exhibit “A” attached hereto and incorporated by reference herein for all purposes (“Property”), to repeal and replace the approved Sundance Planned Development for the Property consisting of approximately 69.97 acres of residential and commercial zoning with planned development overlays to Single-Family Residential Zoning District with a Residential Planned Development Overlay (R-1/RPD); and

WHEREAS, the Planning and Zoning Commission, after proper notice, conducted a public hearing on February 09, 2021, to consider the request and made an affirmative recommendation to the City Council; and

WHEREAS, the City Council, after the public hearing, approved the request to repeal and replace the approved Sundance Planned Development for the Property with the new Castlewood South Residential Planned Development.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, that:

SECTION 1. The facts and recitations contained in the preamble of this Ordinance are hereby declared to be true and correct and are incorporated by reference herein and made a part hereof, as if copied verbatim.

SECTION 2. The Sundance Planned Development is repealed and replaced by Castlewood South approximately 69.97 acres of Single-Family Residential Zoning District with a Residential Planned Development Overlay (R-1/RPD).

SECTION 3. The Official Zoning Map of the City of Taylor, Texas, will show the Property as approximately 69.97 acres of Single-Family Residential Zoning District with a Residential Planned Development Overlay (R-1/RPD) as shown in Exhibit “B” attached hereto and incorporated by reference herein for all purposes.

SECTION 4. The Residential Planned Development hereby referred to as the Castlewood South Residential Planned Development that shall be applied to and be required for the Property is shown in Exhibit “C” attached hereto and incorporated by reference herein for all purposes.

SECTION 5. All other terms and conditions contained in the Official Zoning Map, except as amended herein, shall continue and remain in full force and effect.

SECTION 6. Should any section, paragraph, clause, phrase, or provision of this Ordinance be adjudged invalid or held unconstitutional, the same shall not affect the validity of this Ordinance as a whole or any part of the provisions thereof, other than the part so decided to be invalid or unconstitutional.

SECTION 7. In accordance with Article VIII of the City Charter, Ordinance 2021-07 was introduced before the Taylor City Council on the _____ day of March 2021.

PASSED, APPROVED, and ADOPTED on the _____ day of _____ 2021.

Brandt Rydell, Mayor

ATTEST:

Dianna Barker, City Clerk

APPROVED AS TO FORM:

Mark Schroeder
City Attorney

Exhibit A

LEGAL DESCRIPTION:

BEING 69.97 ACRES OF LAND OUT OF THE H. & T.B.R.R. SURVEY, ABSTRACT 315, M. DENTLER SURVEY, ABSTRACT 211, AND GEORGE M. REESE SURVEY, ABSTRACT 533, WILLIAMSON COUNTY, TEXAS. BEING A PORTION OF THAT CERTAIN 150 ACRE TRACT, CONVEYED TO JOHN FRED HAFFERIK ET. AL. RECORDED IN DOCUMENT 2011036448 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS. THE SAID 69.97 ACRES OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT AN IRON ROD FOUND IN THE WESTERLY RIGHT-OF-WAY LINE OF FARM TO MARKET 973, BEING THE SOUTHEAST CORNER OF THE BILLIE G. MILLER, ET. AL. TRACT RECORDED IN DOCUMENT 2010074538, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, ALSO BEING THE POINT OF BEGINNING AND THE NORTHEAST CORNER OF THE TRACT HEREIN DESCRIBED;

THENCE SOUTH 44°27'04" WEST, ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE AND THE EAST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 2,760.45 FEET TO AN IRON ROD FOUND IN THE SAID WESTERLY RIGHT-OF-WAY LINE, BEING THE NORTHEAST CORNER OF A TRACT CONVEYED TO EUGENE MUNDKOWSKY RECORDED IN VOLUME 837, PAGE 121, DEED RECORDS, WILLIAMSON COUNTY, TEXAS (W.C.A.D. SHOWS CURRENT OWNER AS LINDA ROZNOVAK, DENNIS MUNDKOWSKY AND RONALD MUNDKOWSKY WITH NO DEED INFORMATION), ALSO BEING THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 82°26'22" WEST, ALONG THE NORTH LINE OF MUNDKOWSKY TRACT AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 347.70 FEET TO AN IRON ROD FOUND IN THE EAST LINE OF A TRACT CONVEYED TO ALAN C. TEICHELMAN AND SUSAN KAYE SCHAEFER RECORDED IN DOCUMENT 2016002249, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, BEING THE NORTHWEST CORNER OF SAID MUNDKOWSKY TRACT AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 01°52'07" EAST, ALONG THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT AND THE WEST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF 2323.70 FEET TO A CONCRETE MONUMENT FOUND IN THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT, ALSO BEING THE SOUTHWEST CORNER OF A TRACT CONVEYED TO JULIUS CHARLES STELZER, III RECORDED IN DOCUMENT 2008077958, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS AND BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE ALONG THE SOUTH LINES OF SAID STELZER TRACT, A TRACT CONVEYED TO WILLIAM LYN DAVIS, III RECORDED IN DOCUMENT 1996038661, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, AND SAID BILLIE G. MILLER TRACT, THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1) SOUTH 82°36'18" EAST, FOR A DISTANCE OF 1916.08 FEET TO A CONCRETE MONUMENT FOUND;
- 2) SOUTH 21°47'09" EAST, FOR A DISTANCE OF 126.85 FEET TO A CONCRETE MONUMENT FOUND;
- 3) SOUTH 82°33'45" EAST, FOR A DISTANCE OF 256.99 FEET TO THE POINT OF BEGINNING AND CONTAINING 69.97 ACRES, MORE OR LESS.

NOTES:

1.) BEARING BASIS OF THE CONTROL POINTS LISTED HEREON IS BASED ON THE NAD 83 CONTROL DATUM, GEOID MODEL 12B, TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, AND NAVD 88 VERTICAL CONTROL DATUM, ALL COORDINATES AND DISTANCES SHOWN AND LISTED ARE RELATIVE TO TEXAS CENTRAL ZONE GRID.

SURVEYOR'S CERTIFICATE

THE UNDERSIGNED, BEING A REGISTERED SURVEYOR OF THE STATE OF TEXAS DOES HEREBY CERTIFY THAT THE PROPERTY SHOWN HEREON WAS DETERMINED BY A SURVEY ON THE GROUND, AND UNDER MY DIRECTION AND SUPERVISION, AND THAT ALL CORNERS ARE MARKED AS DESCRIBED.

 08-03-17
TIMOTHY E. HAYNIE,
TEXAS REGISTERED PROFESSIONAL LAND
SURVEYOR NO. 2380

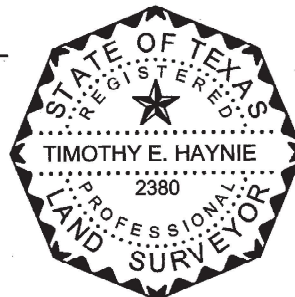


EXHIBIT "A"

FIELD NOTES TO ACCOMPANY SKETCH FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



HAYNIE
CONSULTING, INC.
Civil Engineers and Land Surveyors
1010 Provident Lane
Round Rock, Texas 78664-3276
Ph: 512-837-2446 Fax: 512-837-9463
TBPE FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER: 783-17-02

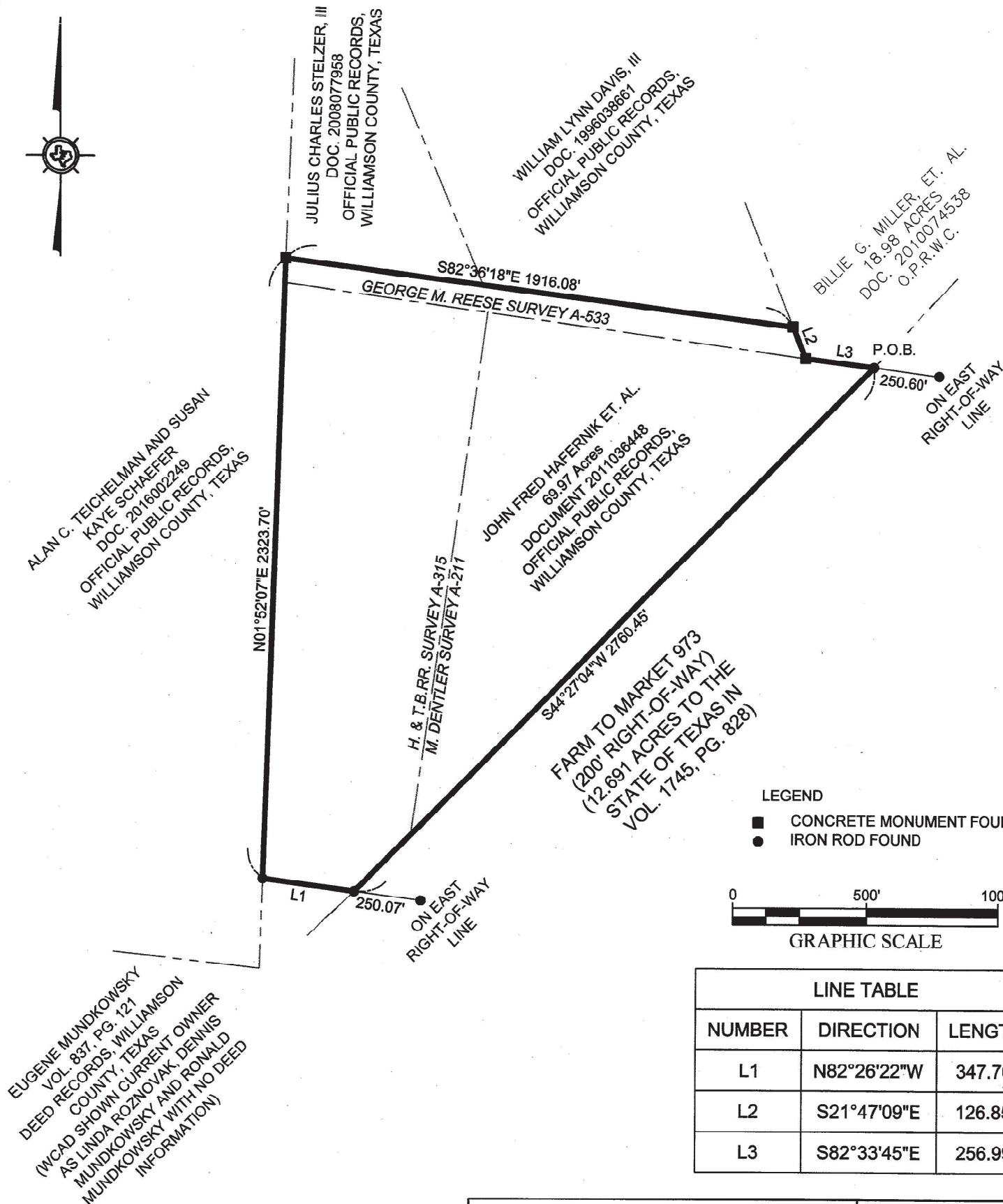
JOB DATE: 2017-04-11

SCALE: 1"=500'

TECH: J.WARREN

CHECKED BY: B.JONES

SHEET:
1 OF 2



LEGEND

- CONCRETE MONUMENT FOUND
- IRON ROD FOUND



GRAPHIC SCALE

LINE TABLE		
NUMBER	DIRECTION	LENGTH
L1	N82°26'22"W	347.70'
L2	S21°47'09"E	126.85'
L3	S82°33'45"E	256.99'

EXHIBIT "A"

SKETCH TO ACCOMPANY FIELD NOTES FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



**HAYNIE
CONSULTING, INC.**

Civil Engineers and Land Surveyors
1010 Provident Lane
Round Rock, Texas 78664-3276
Ph: 512-837-2446 Fax: 512-837-9463
TBPE FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER: 783-17-02

JOB DATE: 2017-04-11

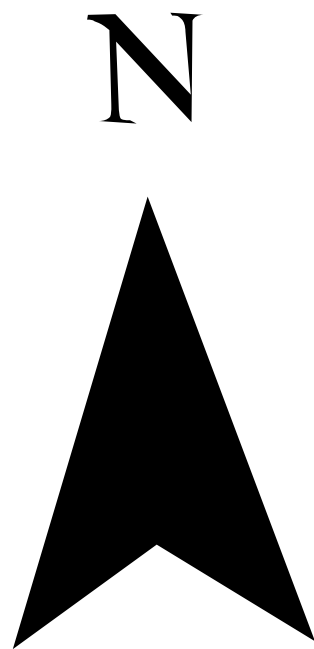
SCALE: 1"=500'

TECH: J. WARREN

CHECKED BY: B. JONES

SHEET:

2 OF 2



PZ-2021-1277

**Proposed Zoning Map
Approximately 69.97 Acres**

Legend

- Streets
- ▬ Proposed R-1/RPD Zoning
- ZONING
- B-1
- I Institutional
- ▨ R-1/RPD: Residential Planned Development
- ▨ R/A Rural Agriculture



0 265 530 1,060 US Feet

Exhibit “C”
CASTLEWOOD SOUTH PLANNED DEVELOPMENT
Taylor, Texas
Residential Planned Development

A. PROPERTY

The Castlewood South Residential Planned Development (previously known as Sundance Development) encompasses 69.97 acres located immediately south of the Castlewood Subdivision and on the west side of FM 973 directly across from Avery Glen Subdivision in Taylor, Texas and more particularly described in Exhibit 1. It is hereinafter referred to as “the property”.

B. PURPOSE

The purpose of the request for rezoning is to revise the approved Sundance Development PDDP layout and develop the subject property for lots of various sizes comprised of single-family detached and single-family alley-loaded homes. The Castlewood South RPD is a summary of the development and design standards for the property, and a site layout plan of the proposed development as described in Zoning Ordinance Ch2, Article IV, Section 2.17 Residential Planned Development District [RPD].

C. SITE LAYOUT PLAN

A Site Layout Plan has been attached to this Development Plan as Exhibit 2 to illustrate the land use and design intent for the property. The Site Layout Plan is intended to serve as a guide to illustrate the general vision and design concepts and is not intended to serve as a final document. The Site Layout Plan depicts roadways, residential areas, and park areas that will be developed in multiple phases as shown in Exhibit 2, provided the minimum requirements of the RPD are met. Approval of this RPD and Concept Site Layout Plan does not constitute approval of a preliminary plat.

D. PERMITTED USES

Primary Use. The primary use of the development shall be for single family residential housing, including single-family detached, small lot single-family detached, and small lot detached alley-loaded single-family housing. The request for the R-1/RPD allows the developer and home builders to provide several distinct types of housing products for a broad variety of people at different stages of life or with different lifestyles.

E. ACCESSORY DWELLING UNITS

Accessory dwelling units (ADUs) are encouraged. They may be above or attached to garages and may be standalone dwellings. ADUs are permitted by-right without applying for a specific use permit. ADUs may be up to 30% of the size of the primary structure on the same lot or 600 square feet, whichever is greater.

F. DESIGN STANDARDS

The general style of homes shall be of similar design standards per the attached Exhibit 3. The following design criteria must be reflected in both elevation and plan:

- All homes must include a front covered porch of no less than twenty-four (24) square feet and with a minimum width of four (4) feet. Home styles without front porches require approval from the Director of Development Services and cannot exceed 15% of the total homes in the subdivision.

- The front façade of garages may be no more than five (5) feet closer to the front building line than the front façade of the living area of the home.

Fences:

- All rear and side yard fencing shall be typical 6-ft privacy fencing constructed of 4-inch or 6-inch cedar pickets. View fencing, such as wrought iron, may be substituted in locations adjacent to detention ponds.
- All front yard fencing on alley-loaded small lots may not be greater than 4-ft in height. Cedar picket and wrought iron fencing are permitted for these locations.
- All fencing along FM 973 shall be 6-ft privacy fencing constructed of steel posts with 4-inch or 6-inch cedar pickets-with cap and trim. Masonry columns shall be installed at a maximum spacing of 64-ft and constructed of stone, brick, or stucco. Columns must be capped and may be constructed with similar material with a minimum reveal of 1-inch from the face of the column.

G. DEVELOPMENT STANDARDS

Requirement	Single-Family Standard Lots	Single-Family Standard Small Lots	Single-Family Alley-Loaded Small Lots
Minimum Lot Width (feet)	50	45	35
Minimum Lot Depth (feet)	120	120	110
Minimum Lot Square Footage	6,000	5,400	3,850
Setbacks			
Front (feet)	20	20	5
Interior Side (feet)	5	5	5
Street Side (feet)	10	10	10
Rear (feet) – Primary Structure	10	10	10
Rear (feet) – ADU, storage, and parking	5	5	5
Maximum Height (feet) ¹	35	35	35
Off-Street Parking Spaces ²	2	2	2

¹Two- and one-half stories and 27-ft for accessory structures.

² Off street parking – each lot is required to have two off-street parking spaces and a minimum of one (1) car garage, the second parking space may be in the front setback driveway.

H. SIDEWALKS

Sidewalks shall be ADA compliant and constructed on both sides of all public streets, which shall be installed on a lot-by-lot basis by the homebuilders. All ADA ramps at crosswalks per approved improvement plans and all sidewalks adjacent to common areas, will be part of the public improvements and constructed by the developer.

H.1. Sidewalk Requirement Table

	Width	Sidewalk Placement	Material
Residential ROW	4 ft	5 ft behind back of curb	Concrete
Collector ROW	5 ft	5 ft behind back of curb	Concrete
Parks and Greenspace	See Park Exhibits	See Park Exhibits	See Park Exhibits
FM 973 ROW	5 ft	5 ft from property line	Crushed Granite

I. ALLEYS

Alleys are privately owned and maintained by the Property Owners' Association and shall have a minimum 20-foot right-of-way width. All alleys will be part of the public improvements and are to be constructed by the developer.

J. LANDSCAPE REQUIREMENTS

All landscaping selections shall be from the preferred plant list in Chapter 28 - Vegetation from the City of Taylor Code of Ordinances. All common area landscaping shall be maintained by the Property Owners' Association.

Street Trees:

- Street trees on all streets shall be installed between the back of the curb and the sidewalk with spacing per section J.1. Tree Requirement Table.
- The developer shall be required to install the street trees adjacent to all common areas and along FM 973. The homebuilder(s) shall be required to install the street tree(s) adjacent to each single-family lot.
- Street trees along FM 973 must be evergreen and may include Live Oak, Monterrey Oak, Arizona Cypress, or other native and adapted species per approved landscaping plan.

J.1. Tree Requirement Table

	Number of Trees	Minimum Size	Minimum Height at time of planting	Maximum Spacing	Tree Location
Single-Family Standard Lots	1 per dwelling unit ¹	2-inch caliper at 3-feet above grade	6-feet		Street tree
Single-Family Small Lots	1 per dwelling unit	2-inch caliper at 3-feet above grade	6-feet		Street tree
Single-Family Small Lots Alley-Loaded	1 per dwelling unit	2-inch caliper at 3-feet above grade	6-feet		Street tree or within 6-feet of the front property line if the lot does

					not have street frontage
Parks	Varies	2-inch caliper at 3-feet above grade	6-feet	50-feet	Street tree
Sign Location	2 per sign	2-inch caliper at 3-feet above grade	6-feet		Per landscape plan
Detention Ponds	Varies	2-inch caliper at 3-feet above grade	6-feet	50-feet	Around perimeter of pond and street tree if the pond has street frontage
FM 973	Varies	2-inch caliper at 3-feet above grade	6-feet	50-feet	Street tree

¹ Minimum number of trees is two (2) for corner lots 60-feet wide or greater.

K. PARKLAND AREAS

The park and playground requirements of Subdivision Ordinance Section 2.12 will be met by the provision of two parkland and four pocket park sites of approximately 2.25-acres, 1.96-acres, 0.08-acres, 0.08-acres, 0.46-acres, and 0.07-acres for a total of 4.9-acres, all of which is out of the floodplain and each is shown in **Exhibit 2**, see **Exhibits 4, 5, and 6** for general Park Layouts. All of the park sites shall be owned and maintained by the Property Owners' Association.

L. COMMON AMENITY AREAS

The Common Amenity Area requirements will be met by integrating the following amenities on-site:

- A playground suitable for ages 5-14 within the 2.25-acre Park
- A playground suitable for ages 2-5 within the 1.96-acre Park
- Park benches within each park (3 min. (per 2.25 and 1.96-acre park), 1 min. (per 0.46-Acre park), 6-ft min. length, ground anchored)

Pedestrian access:

- 1.96-Acre Park to include 6-ft wide concrete sidewalk around the perimeter of the site including along the front property line of alley-loaded small lots, with a 6-ft crushed granite path through the (2) 0.08 ac pedestrian connections between alley-loaded blocks and to the central playground.
- 2.25-Acre Park to include a 6-ft wide concrete sidewalk adjacent to the streets, along the front property line of alley-loaded small lots and a meandering 6-ft wide crushed granite path through the park connecting -to the playground.
- 0.46-Acre Park to include a 4-ft wide concrete sidewalk adjacent to the local streets and 5-ft wide concrete sidewalk adjacent to the collector street.

- Detention ponds shall include a 5-ft wide crushed granite path around the perimeter and connecting to adjacent paths and sidewalks. A crushed granite path shall be installed behind houses adjacent to FM 973 in lieu of concrete sidewalks and the crushed granite path shall be maintained by the property owners' association.
- P.O.A. lots 2, 5, and 6 (See Exhibit 2) shall have 5-ft wide crushed granite paths to connect pedestrian paths of detention ponds and FM 973 to sidewalks.

M. STREET DESIGN

Street design shall be the same as the street design approved in Castlewood Subdivision as shown in the attached Exhibit 7 – Street Design Section.

N. PROPERTY OWNERS' ASSOCIATION

A property owners' association shall be created to own and maintain the parks, drainage lots, detention ponds, and residential sign/monument easements and enforce the design guidelines, and other Covenants, Conditions and Restrictions to be enacted.

LIST OF EXHIBITS

Exhibit 1 – 69.97-Acre Legal Description of Site (metes-and-bounds)

Exhibit 2 - Site Layout Plan

Exhibit 3 - Examples Identifying General "Style" of Homes

Exhibit 4 – 1.96-Acre Park General Layout

Exhibit 5 – 2.25-Acre Park General Layout

Exhibit 6 – 0.46-Acre Park General Layout

Exhibit 7 – Street Design Section

EXHIBIT 1

LEGAL DESCRIPTION:

BEING 69.97 ACRES OF LAND OUT OF THE H. & T.B.R.R. SURVEY, ABSTRACT 315, M. DENTLER SURVEY, ABSTRACT 211, AND GEORGE M. REESE SURVEY, ABSTRACT 533, WILLIAMSON COUNTY, TEXAS. BEING A PORTION OF THAT CERTAIN 150 ACRE TRACT, CONVEYED TO JOHN FRED HAFFERIK ET. AL. RECORDED IN DOCUMENT 2011036448 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS. THE SAID 69.97 ACRES OF LAND BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING AT AN IRON ROD FOUND IN THE WESTERLY RIGHT-OF-WAY LINE OF FARM TO MARKET 973, BEING THE SOUTHEAST CORNER OF THE BILLIE G. MILLER, ET. AL. TRACT RECORDED IN DOCUMENT 2010074538, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, ALSO BEING THE POINT OF BEGINNING AND THE NORTHEAST CORNER OF THE TRACT HEREIN DESCRIBED;

THENCE SOUTH 44°27'04" WEST, ALONG THE SAID WESTERLY RIGHT-OF-WAY LINE AND THE EAST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF **2,760.45 FEET** TO AN IRON ROD FOUND IN THE SAID WESTERLY RIGHT-OF-WAY LINE, BEING THE NORTHEAST CORNER OF A TRACT CONVEYED TO EUGENE MUNDKOWSKY RECORDED IN VOLUME 837, PAGE 121, DEED RECORDS, WILLIAMSON COUNTY, TEXAS (W.C.A.D. SHOWS CURRENT OWNER AS LINDA ROZNOVAK, DENNIS MUNDKOWSKY AND RONALD MUNDKOWSKY WITH NO DEED INFORMATION), ALSO BEING THE SOUTHEAST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 82°26'22" WEST, ALONG THE NORTH LINE OF MUNDKOWSKY TRACT AND THE SOUTH LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF **347.70 FEET** TO AN IRON ROD FOUND IN THE EAST LINE OF A TRACT CONVEYED TO ALAN C. TEICHELMAN AND SUSAN KAYE SCHAEFER RECORDED IN DOCUMENT 2016002249, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, BEING THE NORTHWEST CORNER OF SAID MUNDKOWSKY TRACT AND THE SOUTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE NORTH 01°52'07" EAST, ALONG THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT AND THE WEST LINE OF THE HEREIN DESCRIBED TRACT, FOR A DISTANCE OF **2323.70 FEET** TO A CONCRETE MONUMENT FOUND IN THE EAST LINE OF SAID TEICHELMAN AND SCHAEFER TRACT, ALSO BEING THE SOUTHWEST CORNER OF A TRACT CONVEYED TO JULIUS CHARLES STELZER, III RECORDED IN DOCUMENT 2008077958, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS AND BEING THE NORTHWEST CORNER OF THE HEREIN DESCRIBED TRACT;

THENCE ALONG THE SOUTH LINES OF SAID STELZER TRACT, A TRACT CONVEYED TO WILLIAM LYN DAVIS, III RECORDED IN DOCUMENT 1996038661, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS, AND SAID BILLIE G. MILLER TRACT, THE FOLLOWING THREE (3) COURSES AND DISTANCES:

- 1) **SOUTH 82°36'18" EAST**, FOR A DISTANCE OF **1916.08 FEET** TO A CONCRETE MONUMENT FOUND;
- 2) **SOUTH 21°47'09" EAST**, FOR A DISTANCE OF **126.85 FEET** TO A CONCRETE MONUMENT FOUND;
- 3) **SOUTH 82°33'45" EAST**, FOR A DISTANCE OF **256.99 FEET** TO THE POINT OF BEGINNING AND CONTAINING 69.97 ACRES, MORE OR LESS.

NOTES:

1.) BEARING BASIS OF THE CONTROL POINTS LISTED HEREON IS BASED ON THE NAD 83 CONTROL DATUM, GEOID MODEL 12B, TEXAS STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, AND NAVD 88 VERTICAL CONTROL DATUM, ALL COORDINATES AND DISTANCES SHOWN AND LISTED ARE RELATIVE TO TEXAS CENTRAL ZONE GRID.

SURVEYOR'S CERTIFICATE

THE UNDERSIGNED, BEING A REGISTERED SURVEYOR OF THE STATE OF TEXAS DOES HEREBY CERTIFY THAT THE PROPERTY SHOWN HEREON WAS DETERMINED BY A SURVEY ON THE GROUND, AND UNDER MY DIRECTION AND SUPERVISION, AND THAT ALL CORNERS ARE MARKED AS DESCRIBED.

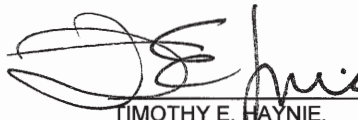
 08-03-17
TIMOTHY E. HAYNIE,
TEXAS REGISTERED PROFESSIONAL LAND
SURVEYOR NO. 2380



EXHIBIT "A"

FIELD NOTES TO ACCOMPANY SKETCH FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



**HAYNIE
CONSULTING, INC.**
Civil Engineers and Land Surveyors
1010 Provident Lane
Round Rock, Texas 78664-3276
Ph: 512-837-2446 Fax: 512-837-9463
TBPE FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER: 783-17-02

JOB DATE: 2017-04-11

SCALE: 1"=50'

TECH: J. WARREN

CHECKED BY: B. JONES

SHEET:
1 OF 2

X:\1783 SUNDANCE CANYON\783-17-02 TAYLORDWG\EXHIBITS\783-Taylor Sundance Overall Exhibit.dwg Aug 03, 17 12:37 pm

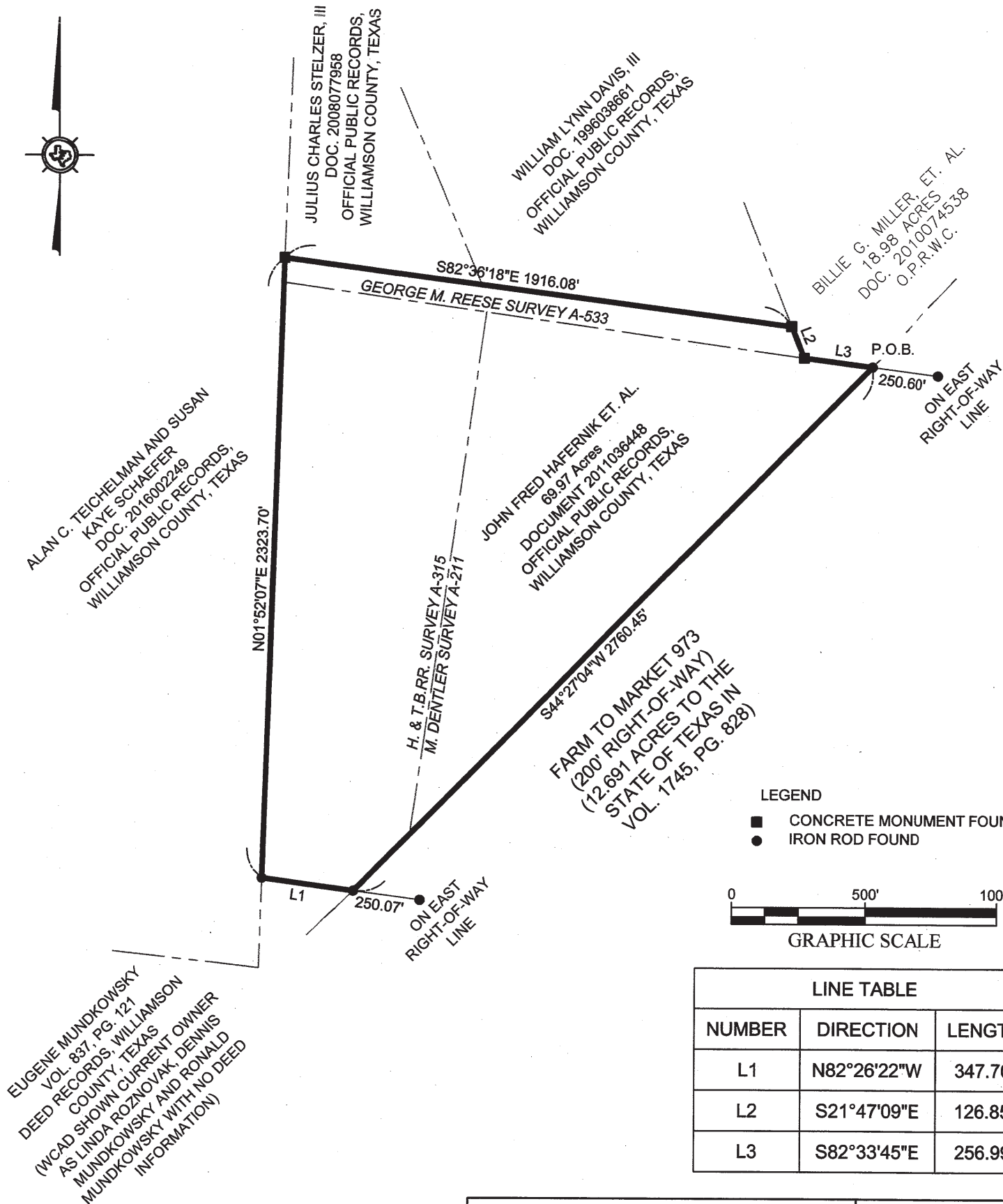


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SKETCH TO ACCOMPANY FIELD NOTES FOR
PROPOSED SUNDANCE OVERALL BOUNDARY
IN TAYLOR, WILLIAMSON COUNTY, TEXAS



**HAYNIE
CONSULTING, INC.**

Civil Engineers and Land Surveyors
1010 Provident Lane
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Ph: 512-837-2446 Fax: 512-837-9463
TBPE FIRM # F-002411, TBPLS FIRM # 100250-00

JOB NUMBER: 783-17-02

JOB DATE: 2017-04-11

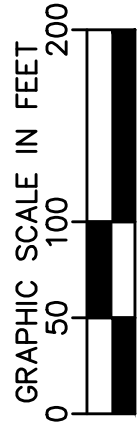
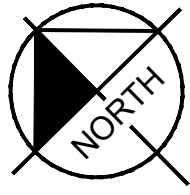
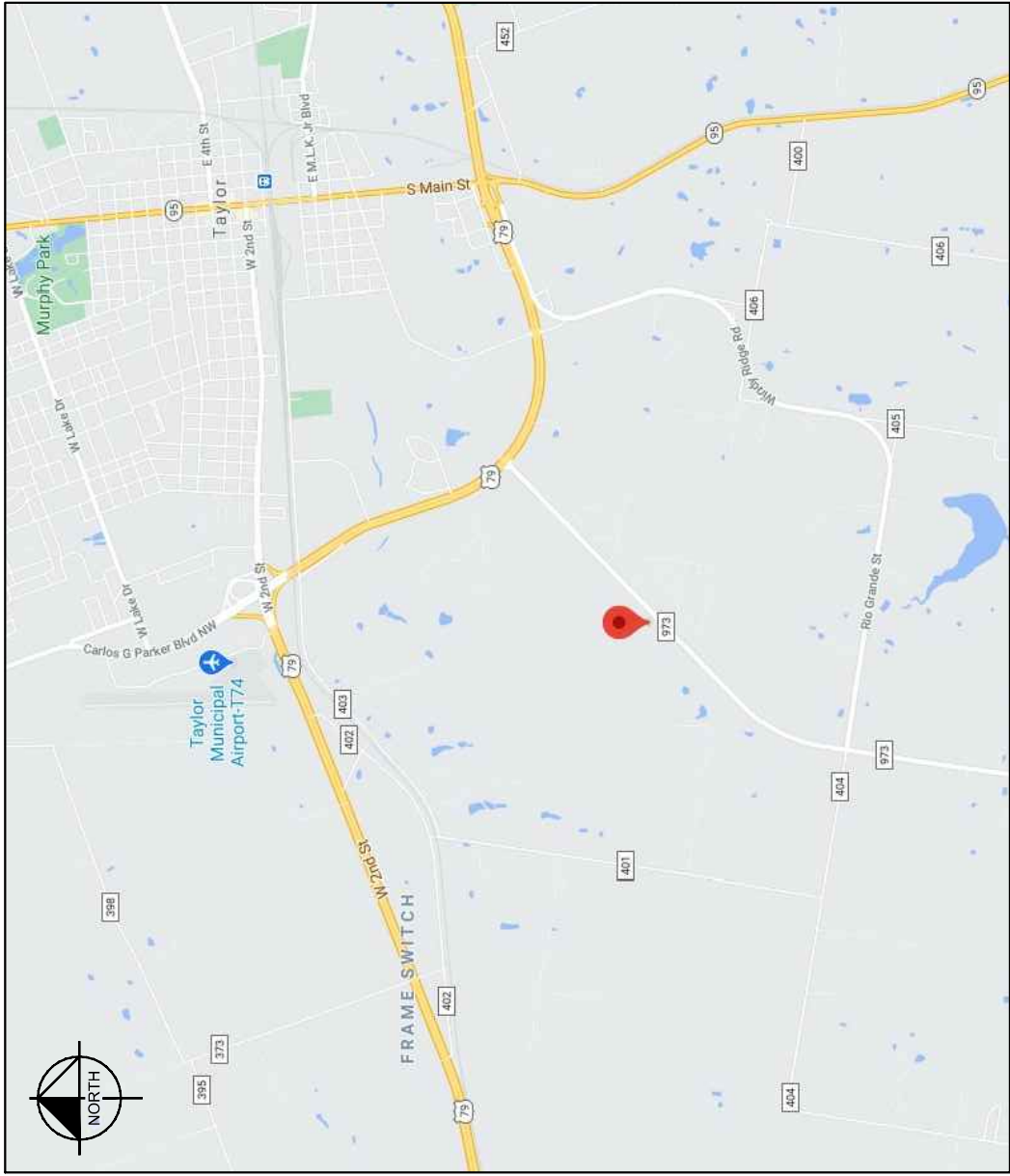
SCALE: 1"=500'

TECH: J. WARREN

CHECKED BY: B. JONES

SHEET:

2 OF 2



LEGEND:

H.O.A. LOT (25' DRAINAGE EASEMENT)

H.O.A. LOT (20' WASTEWATER & HIKE AND BIKE TRAIL EASEMENT)

SITE SUMMARY:

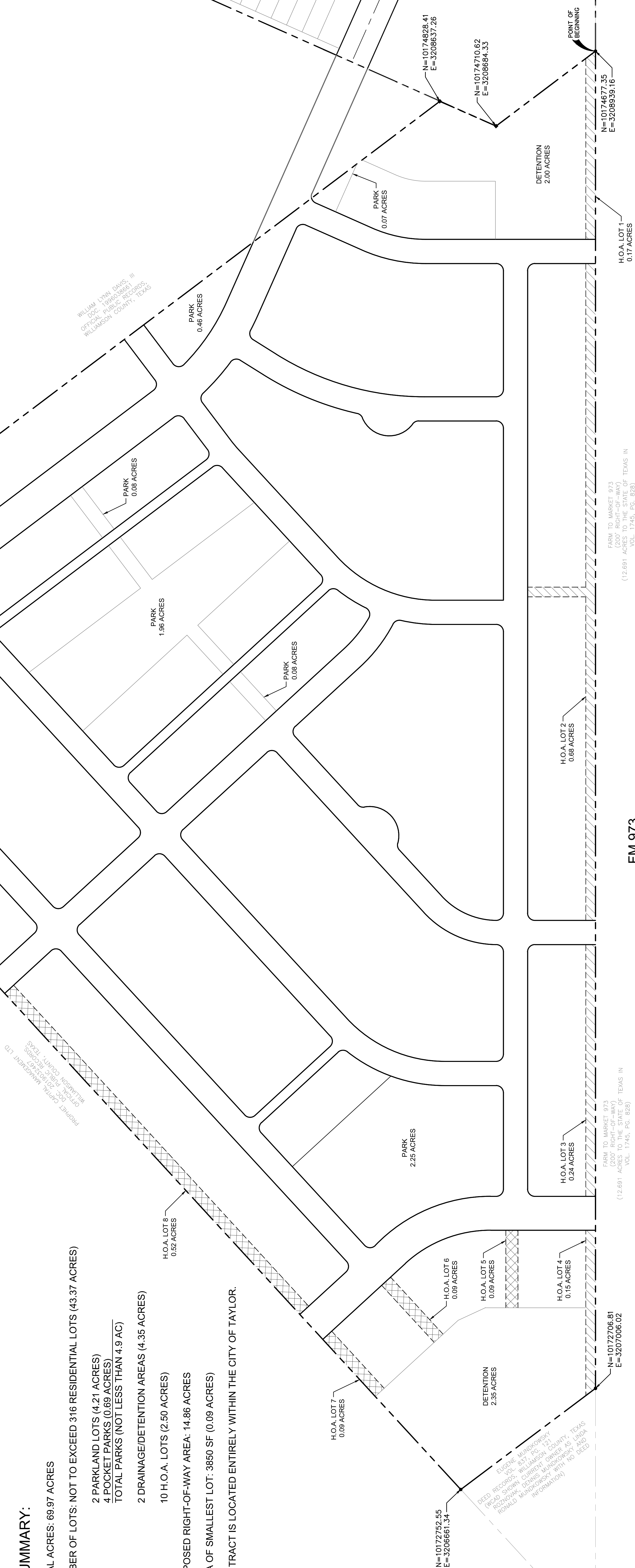
1. TOTAL ACRES: 69.97 ACRES
2. NUMBER OF LOTS: NOT TO EXCEED 316 RESIDENTIAL LOTS (43.37 ACRES)
 - 2 PARKLAND LOTS (4.21 ACRES)
 - 4 POCKET PARKS (0.69 ACRES)
 - TOTAL PARKS (NOT LESS THAN 4.9 AC)
- 2 DRAINAGE/DETENTION AREAS (4.35 ACRES)
- 10 H.O.A. LOTS (2.50 ACRES)
- PROPOSED RIGHT-OF-WAY AREA: 14.86 ACRES
- AREA OF SMALLEST LOT: 3850 SF (0.09 ACRES)
- THIS TRACT IS LOCATED ENTIRELY WITHIN THE CITY OF TAYLOR.

LOCATION MAP

NOT TO SCALE

EXHIBIT 2

A PRELIMINARY CONCEPT SITE LAYOUT
CASTLEWOOD SOUTH
SUBDIVISION
A SINGLE-FAMILY RESIDENTIAL SUBDIVISION



FM 973

FARM TO MARKET 973
(200' RIGHT-OF-WAY)
(12.691 ACRES TO THE STATE OF TEXAS IN
VOL. 1745, PG. 828)

FARM TO MARKET 973
(200' RIGHT-OF-WAY)
(12.691 ACRES TO THE STATE OF TEXAS IN
VOL. 1745, PG. 828)

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EXHIBIT 3

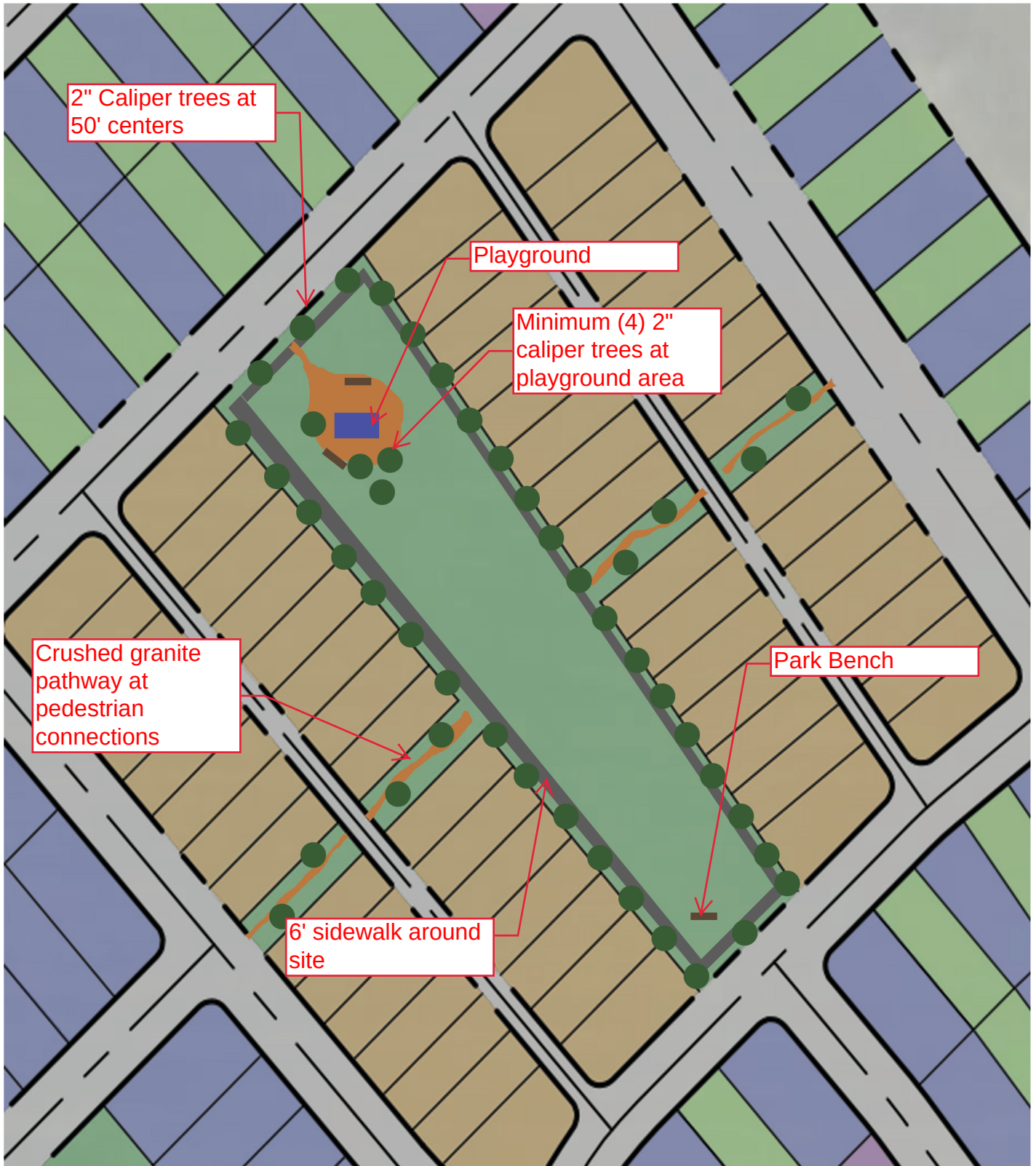




Alley-loaded elevations



EXHIBIT 4



ELE400050

Tower

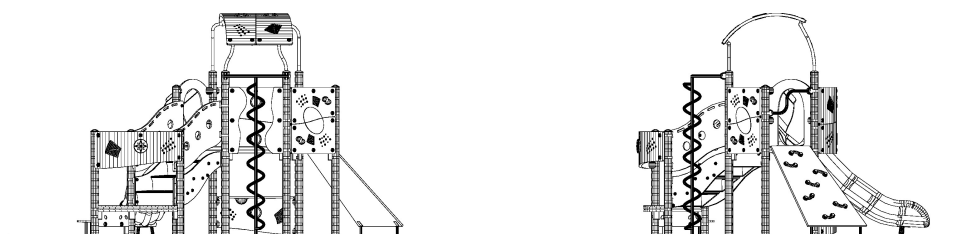
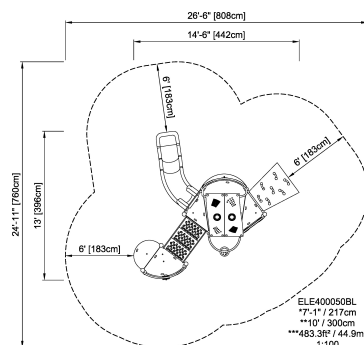


Elevated Activities: 4	Accessible Elevated Activities	Accessible Ground Level Activities	Accessible Ground Level Play Types
Present	4	1	1
Required	2	1	1

Up, around and under ? lots of spatial physical activity is what the Tower offers. A play switcher on the lower curved panel provides a point for experimentation, as do the rings on the stair handrails. Stairs, a sloping rock climb and a curly climber offer 3 levels of challenge to the top. Once up to the large lookout deck, children can zoom down the curved slide or twist down the curly climber. Underneath the deck there is a play counter for recreation or role-play.

Product line	Multi play structures
Product category	ELEMENTS™
Best user age	2 - 5
Max. fall height (Feet)	217
Total height (Feet)	300
Safety zone area	38 m2

GATHERING
CLIMBING
SLIDING
PRETENDING
EXPERIMENTING



ELE400050BL
ELE400050GR
ELE400050RE
1:100

* = Highest designated play surface.
** = Total height of product.

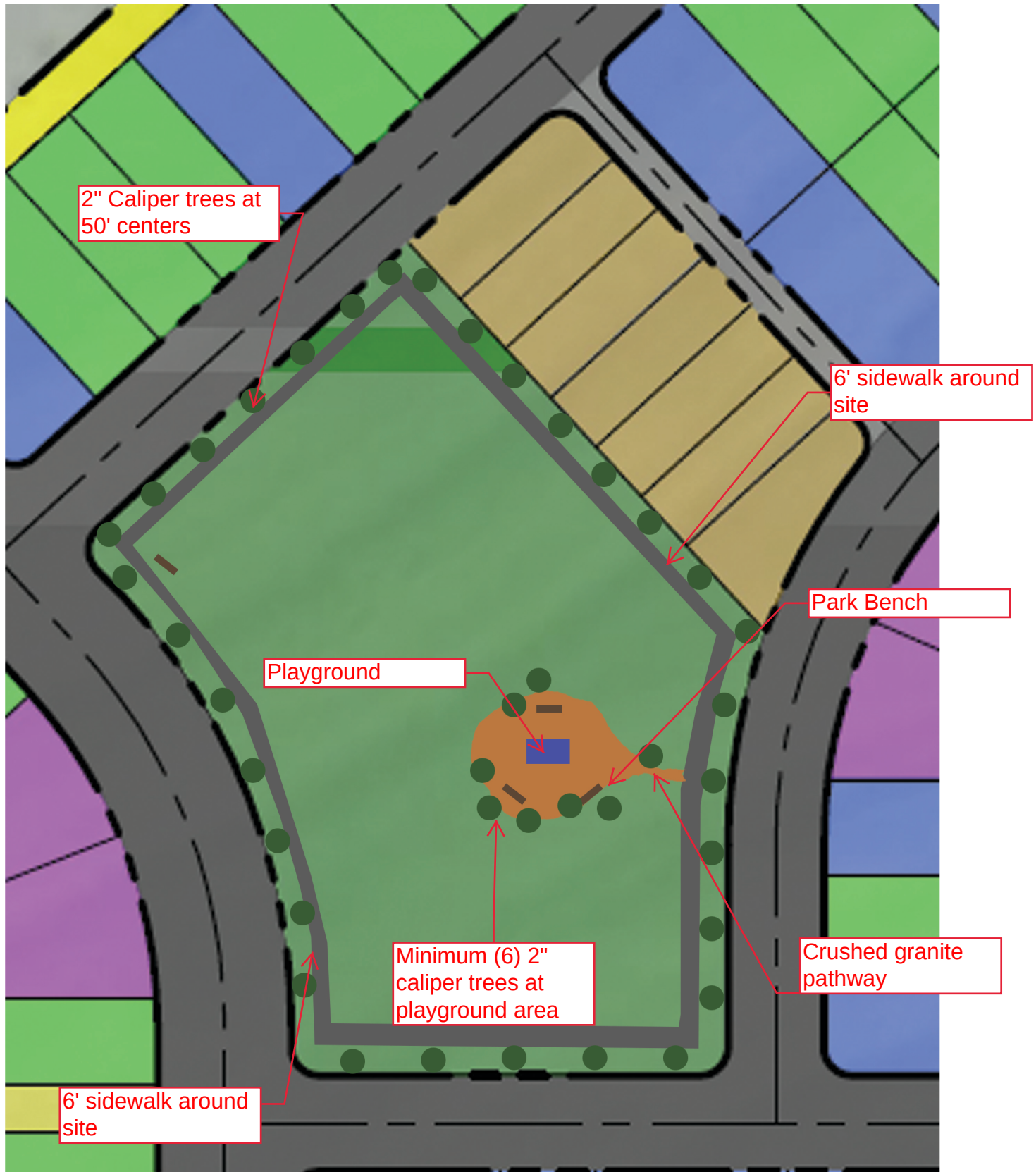
Weight/heaviest parts	kg.	Installation (Manpower)	1 person(s)
Concrete required	NaN m3	Installation (Hours)	20 hour(s)
Foundation amount/footing	NaN	Excavation	NaN m3



To verify product certification,
visit www.ipema.org

Highest designated play surface and space required are according to ASTM F1487. Equipment must be installed over resilient surfacing appropriate to the safety guidelines in your area. Product development is an ongoing process. We reserve the right to make modifications on all our products. This product may not be mirrored, scaled or altered in any way. Safety zones must be retained for proper placement of equipment. If any changes are required, please contact your KOMPAN representative at 1.800.426.9788.

EXHIBIT 5



PCM211804

Double Tower with Tower Net, Physical, Plastic Tube Slide ADA



Elevated Activities: 4	Accessible Elevated Activities	Accessible Ground Level Activities	Accessible Ground Level Play Types
Present	4	2	2
Required	2	1	1

Product line	Multi play structures
Product category	MOMENTS™ School age
Best user age	5 - 12



GATHERING



CLIMBING

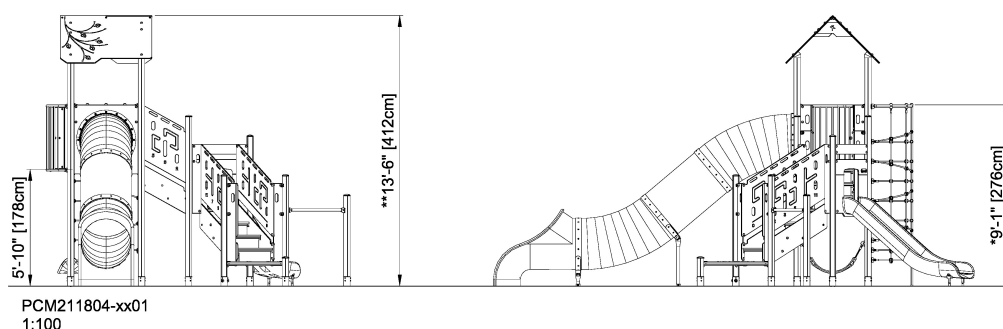
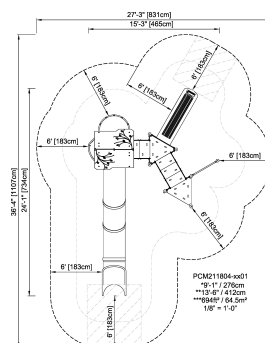


SLIDING



IN-
GROU.

ASTM



* = Highest designated play surface.
 ** = Total height of product.

Weight/heaviest parts	kg.	Installation (Manpower)	1 person(s)
Concrete required	NaN m3	Installation (Hours)	21 hour(s)
Foundation amount/footing	NaN	Excavation	NaN m3



Highest designated play surface and space required are according to ASTM F1487. Equipment must be installed over resilient surfacing appropriate to the safety guidelines in your area. Product development is an ongoing process. We reserve the right to make modifications on all our products. This product may not be mirrored, scaled or altered in any way. Safety zones must be retained for proper placement of equipment. If any changes are required, please contact your KOMPAN representative at 1.800.426.9788.

To verify product certification,
 visit www.ipema.org

EXHIBIT 6

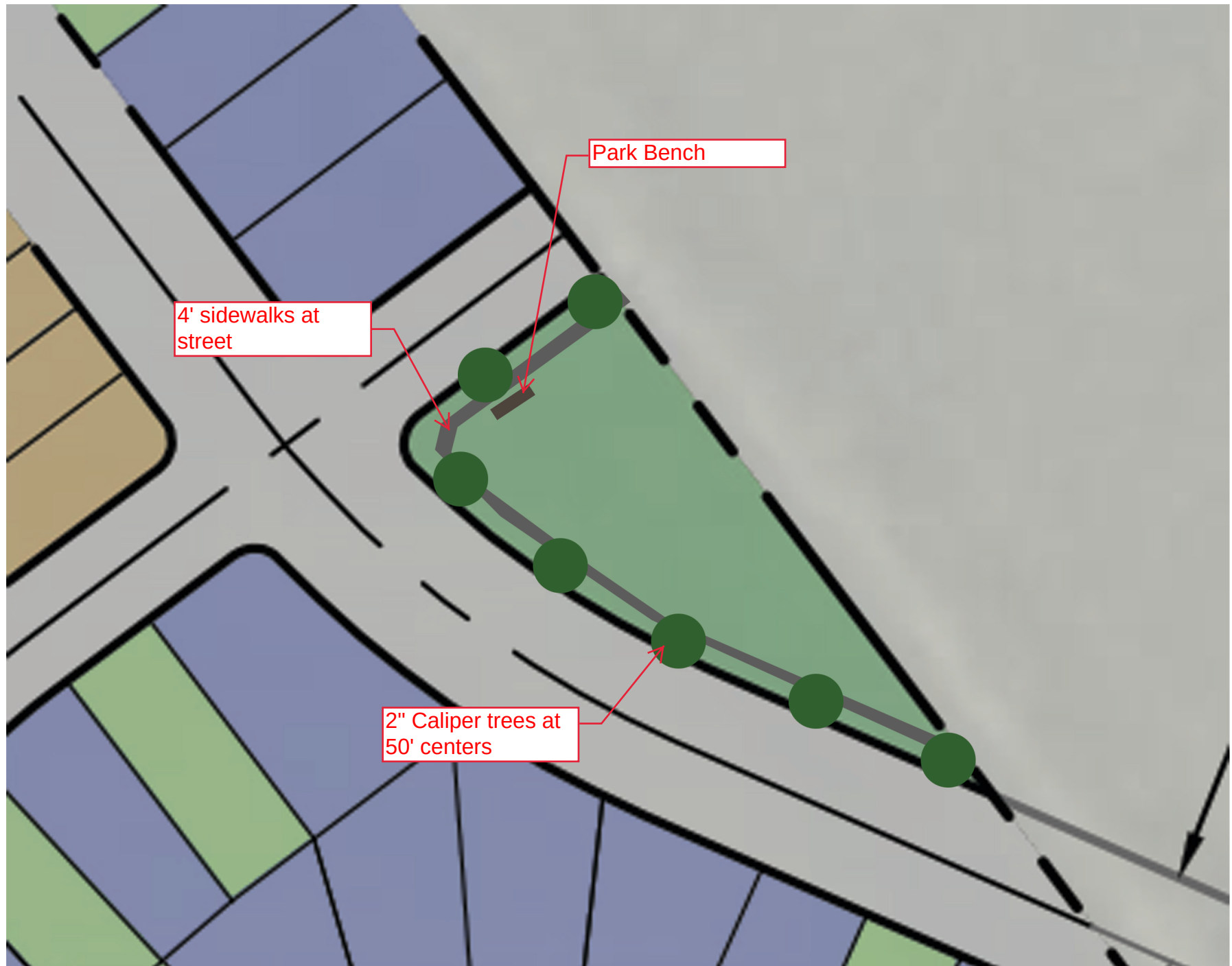
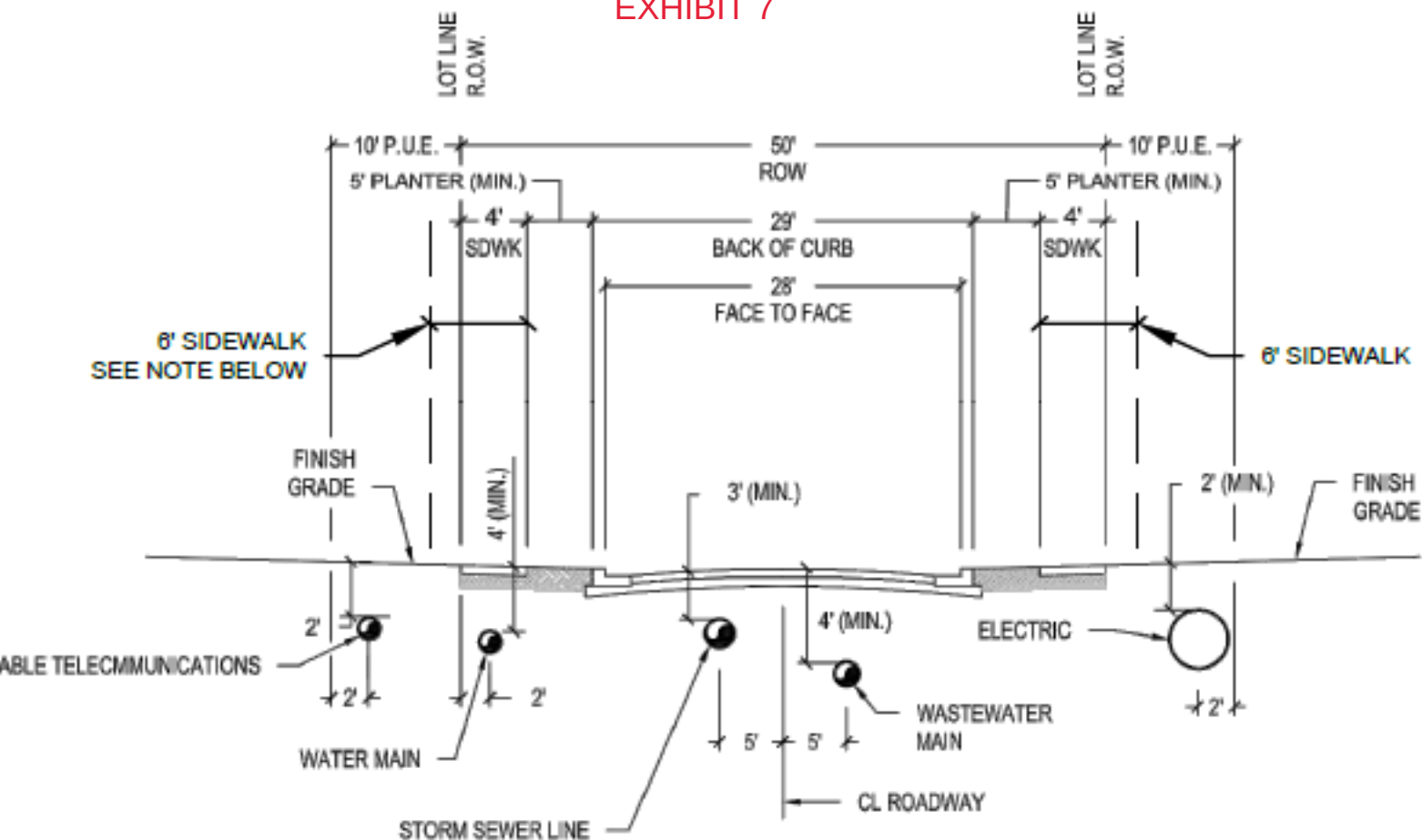
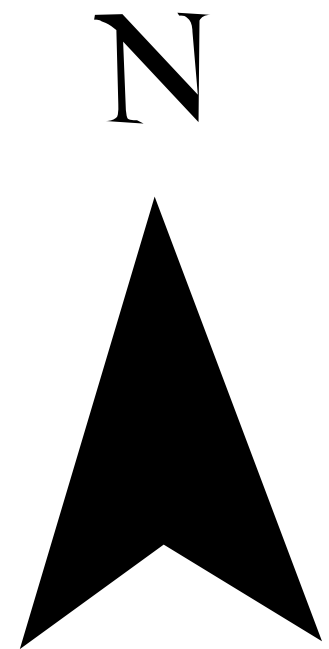


EXHIBIT 7





Subject Property



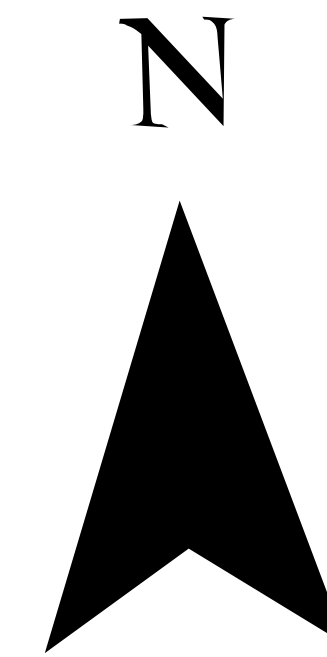
PZ-2021-1277

**Current Zoning Map
Approximately 69.97 Acres**

Legend

- Streets
- ▭ Subject Property
- ZONING
 - B-1
 - I Institutional
 - R-1/RPD: Residential Planned Development
 - R/A Rural Agriculture





PZ-2021-1277

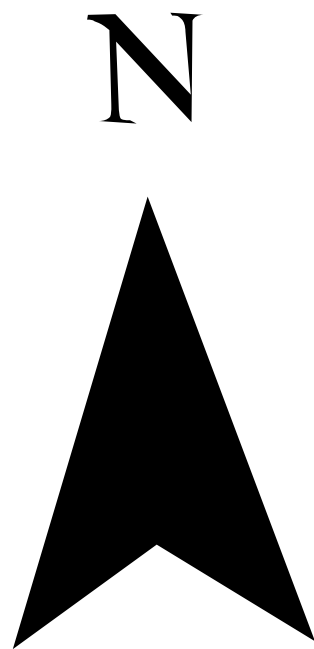
Future Land Use Map
Approximately 69.97 Acres

Legend

- Streets
- ▭ Subject Property
- 2013 Future Land Use
- GATEWAY COMMERCIAL
- SINGLE FAMILY
- MULTI FAMILY
- ▨ AGRICULTURE/OPEN SPACE

Subject Property





PZ-2021-1277

**Proposed Zoning Map
Approximately 69.97 Acres**

Legend

- Streets
- ▬ Proposed R-1/RPD Zoning
- ZONING
- B-1
- I Institutional
- ▨ R-1/RPD: Residential Planned Development
- ▨ R/A Rural Agriculture





City Council Meeting

March 11, 2021

Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☐ Economic Vitality

Agenda Item #: 5

Agenda Title: Consider Ordinance 2021-08 amending the Subdivision Ordinance related to block dimensions, subdivision layout and related items.

Council Action to be taken: Consider Ordinance

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

This agenda item provides for the public hearing and ordinance introduction for a set of amendments to the Subdivision Ordinance related to block dimensions, subdivision layout and related items.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

City staff have noticed a lack of understanding of the requirements related to the layout of new subdivisions on the part of property owners and their consultants. This issue is primarily related to the requirement of the subdivision ordinance to create complete city blocks surrounded on four sides by streets when laying out a new neighborhood.

Staff presented the proposed amendments to the Planning and Zoning Commission for discussion at their December 8, 2020 meeting and the Commission agreed that staff should proceed with preparing a draft of the revisions. Staff presented a draft red-line of the Subdivision Ordinance at the Commission's meeting on January 11, 2021 and the Commission directed staff to prepare the formal ordinance for consideration.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
- Provides clarification regarding the layout of new subdivisions. - Cleans up the Subdivision Ordinance to reduce redundancy	Developers may complain about the reduction in the block length, because they have been used to building longer blocks

4. RECOMMENDATION

The Planning and Zoning Commission held a public hearing and unanimously recommended approval of the amendments to the Subdivision Ordinance at their February 9, 2021 meeting.

5. FUNDING SOURCE

N/A

6. TIMELINE

Public hearing and ordinance introduction – February 25, 2021
Ordinance adoption – March 11, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

- 5a. [P&Z Staff Report](#)
- 5b. [Ordinance 2021-08](#)
- 5c. [Ordinance Exhibits](#)

City of Taylor
Consider Amendments to the Subdivision Ordinance
Staff Report
February 9, 2021

Requested Action: Consider a recommendation to City Council regarding an amendment to the Subdivision Ordinance related to block dimensions, subdivision layout and related items.

Applicant: City of Taylor

Purpose:

City staff have noticed a lack of understanding of the requirements related to the layout of new subdivisions on the part of property owners and their consultants. This issue is primarily related to the requirement of the subdivision ordinance to create complete city blocks surrounded on four sides by streets when laying out a new neighborhood.

Background:

Over the past year or more, staff has processed several proposed preliminary plat applications that do not comply with the requirements of the subdivision ordinance as it relates to the layout of new neighborhoods. Many of these have come before the Planning and Zoning Commission with recommendations of denial due to their lack of compliance with the requirements of the ordinance. One case sought a variance to the requirements which the P&Z denied.

Because we continue to see a lack of understanding or compliance with the subdivision ordinance related to the layout of new neighborhoods, staff proposed a number of amendments to the Subdivision Ordinance to help alleviate these issues.

Staff presented the proposed amendments to the Commission for discussion at their December 8, 2020 meeting and the Commission agreed that staff should proceed with preparing a draft of the revisions. Staff presented a draft red-line of the Subdivision Ordinance at the Commission's meeting on January 11, 2021 and the Commission directed staff to prepare the formal ordinance for consideration.

Attached to this agenda item is the proposed ordinance amending the Subdivision Ordinance.

ORDINANCE NO. 2021-08

AN ORDINANCE AMENDING APPENDIX C - SUBDIVISION ORDINANCE OF THE CITY OF TAYLOR; PROVIDING AN EFFECTIVE DATE; PROVIDING A PENALTY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, the City Council of the City of Taylor desires to amend the Subdivision Ordinance related to the design of new subdivisions and related items; and

WHEREAS, the Planning and Zoning Commission held a public hearing on the proposed amendments and recommended approval at a meeting on February 9, 2021;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TAYLOR, TEXAS, that:

SECTION 1. All of the facts recited in the preamble to this Ordinance are hereby found by the City Council to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied herein verbatim.

SECTION 2. The City Council hereby modifies and amends the Chapter 2 and Chapter 5 of the Subdivision Ordinance as set forth in Exhibit "A" attached hereto and incorporated in this Ordinance as though fully transcribed herein for all purposes.

SECTION 3. Prior ordinances of the City or the Taylor City Code dealing with or applicable to the Subdivision Ordinance are hereby amended to the extent of any conflict herewith, and all ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance as adopted and amended herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this Ordinance and any code or ordinance of the City, the terms and provisions of this Ordinance shall govern.

SECTION 4. This Ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov't. Code.

SECTION 5. Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be guilty of a misdemeanor and upon conviction shall be subjected to a fine not to exceed the sum of Five Hundred and No/100 Dollars

(\$500.00) for each offense, except where a different penalty has been established by State law for such offense in which event the penalty shall be fixed by state law and if deemed a violation of any provision which governs fire safety, zoning or public health or sanitation shall be punished by a penalty of fine not to exceed the sum of Two Thousand and No/100 Dollars (\$2,000.00) for each offense; and each and every day such violation is continued shall be deemed to constitute a separate offense.

SECTION 6. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases , clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

In accordance with Article VIII, Section 1 of the City Charter, Ordinance No. 2021-08 was introduced before the Taylor City Council on the _____ day of _____, 2021.

PASSED, APPROVED, and ADOPTED on this _____ day of _____, 2021.

Brandt Rydell, Mayor

ATTEST:

Dianna Barker, City Clerk

APPROVED AS TO FORM:

Mark Schroeder, City Attorney

CERTIFICATE

THE STATE OF TEXAS

COUNTY OF WILLIAMSON

I, Dianna Barker, being the current City Clerk of the City of Taylor, Texas, do hereby certify that the attached is a true and correct copy of Ordinance No. 2021-08, passed and approved by the City Council of the City of Taylor, Texas, on the ____ day of _____, 2021, and such Ordinance was duly introduced, passed, approved and adopted at meetings open to the public and notices of the meetings, giving the dates, places, and subject matter thereof, were posted as prescribed by Government Code Section 551.043.

Witness my hand and seal of office on this ____ day of _____, 2021.

Dianna Barker
City Clerk

Exhibit "A"

Chapter 2. - Subdivision Improvements

ARTICLE II: - ~~RESIDENTIAL-SUBDIVISION~~ DESIGN AND IMPROVEMENT STANDARDS

2.6 - Lots

The lot design of a neighborhood should provide for lots of adequate width and depth to provide open area and to eliminate overcrowding. Lots should be rectangular so far as practicable and should have the side lot lines at right angles to the streets on which the lot faces or radial to curved street lines.

1. All lots must front on a public street right-of-way.
2. ~~All lots shown on the plat shall be for residential purposes unless otherwise noted.~~
3. Double frontage lots are prohibited, ~~except when backing on an arterial street.~~
4. Unless approved by the Planning and Zoning Commission, no residential lots shall ~~face on~~ antake vehicular access from an arterial street.
5. All lots shown must conform to the minimum requirements of the zoning district in which it is located.
6. An individual sewer tap and water tap shall be installed for each lot.

2.7 - Blocks

A block is an arrangement of lots, and in some cases alleys, bounded on all sides by streets (see Figure 2.7.1). A new subdivision consists of lots within blocks that are surrounded by streets. Exceptions to the requirement for a block to be bounded on all sides by streets may be approved by the Planning and Zoning Commission at the Preliminary Plat stage and may be considered when the provision of a street is not feasible due to natural or man-made features.

A subdivider may propose to create a portion of a block along the boundary of the property being subdivided if the subdivider can demonstrate that the remainder of the block can feasibly be completed on the adjacent property and, that upon completion, the block will comply with the maximum dimensions of this ordinance (see figure 2.7.2).

An exception to the requirement for new subdivisions to create complete blocks may be approved for minor plats of four or fewer lots if the exception will not adversely impact the existing or future street network or the development of adjacent properties.

Blocks are to be numbered consecutively within the overall plat and/or sections of an overall plat as recorded. All lots are to be numbered consecutively within each block. Lot numbering continues from block to block in a uniform manner that has been approved on an overall preliminary plat.

Maximum block length ~~for residential: One thousand two~~ Six hundred (~~1,200~~600) feet and the minimum block length ~~for residential~~ is three hundred (300) feet, except upon approval by the City Planning and Zoning Commission.

Maximum block length along an arterial street: ~~One thousand s~~ Six hundred (~~1,600~~) feet and the minimum block length along an arterial street is four hundred (400) feet, except upon approval by the Planning and Zoning Commission.

Block length is measured along the front of lots within a block face between intersecting streets (see Figure 2.7.3). A cul-de-sac does not create a break in the block for the purposes of measuring block length (see Figure 2.7.4).



Figure 2.7.1



Figure 2.7.2

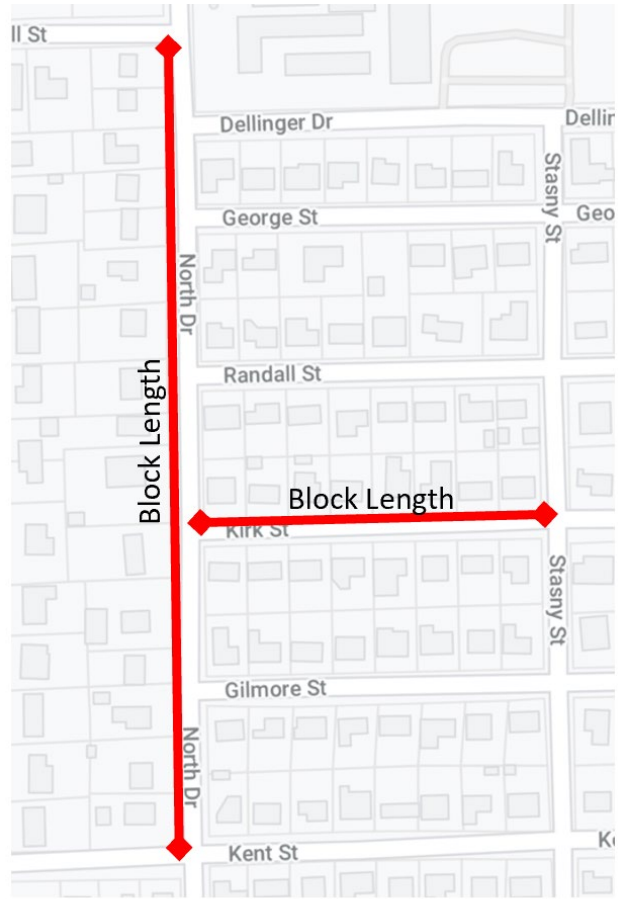


Figure 2.7.3

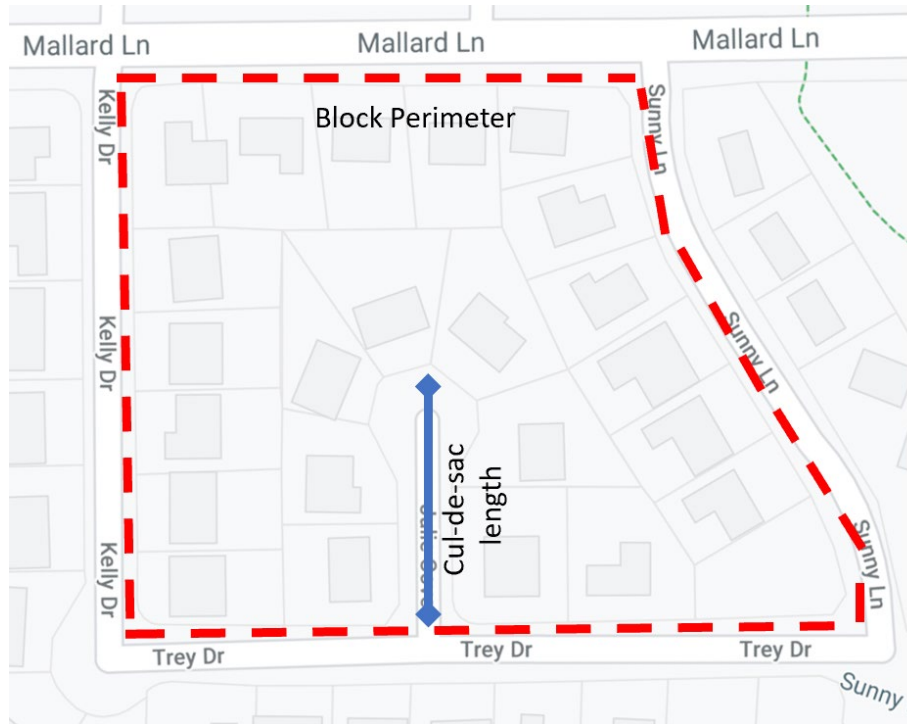


Figure 2.7.4

2.8 - Streets

The street pattern of a neighborhood ~~should provide adequate circulation within the subdivision and yet discourage excessive through traffic on local streets~~ shall follow the traditional grid pattern of Taylor, providing walkable blocks and an interconnected network of streets that extend to and from adjacent neighborhoods and undeveloped properties. The subdivider shall be responsible for the construction of all interior street improvements.

The subdivider shall be responsible for the construction of the adjacent half of all perimeter streets surrounding the subdivision that are not improved to city standards. Perimeter street subdivision requirements include any residential subdivision with greater than four (4) lots. In lieu of constructing perimeter streets, the City Manager may approve an escrow of one-half ($\frac{1}{2}$) of the cost. The cost must be approved by the City Engineer.

2.8.1 Street Arrangements

Unless otherwise approved by the Planning and Zoning Commission, provision shall be made for the extension of ~~arterial streets~~ all streets that have been built to the boundary of a property being subdivided or project to the property from across an existing right-of-way (see Figure 2.8.1.1). ~~Collector streets shall be provided for the circulation of traffic through the subdivision and the connection thereof to the arterial streets. Adequate minor streets shall be provided to accommodate the subdivision.~~ Off-center divisions should be avoided. All ~~arterial and collector~~ streets shall be continuous or in alignment with existing streets unless variations are deemed advisable by the City Engineer due to topography and requirements of traffic circulation.

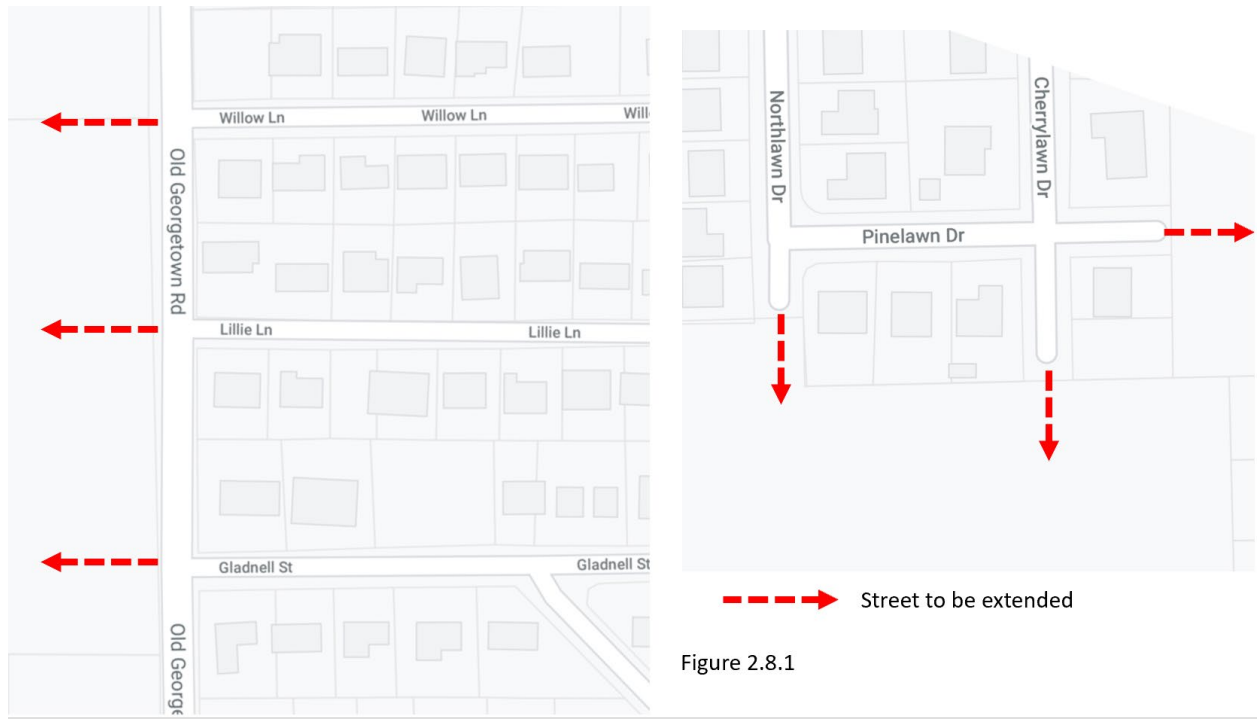


Figure 2.8.1

2.8.4 Intersection Angles

1. All streets are to intersect at a ninety (90) degree angle. Variations must be approved by the City Engineer.
2. Acute angle intersections approved by the City Engineer are to have twenty-five (25) foot radius at acute corners.
3. Street intersections with or extending to meet an existing street will be tied to the existing street on centerline with dimensions and bearings to show relationship.

2.8.8 Cul-de-sacs

Cul-de-sacs may be approved when a street cannot be extended due to unique circumstances such as topography, other natural features or existing development. Cul-de-sacs shall not be longer than six hundred (600) feet and shall have a turnaround roadway (cul-de-sac) of eighty (80) feet and a street right-of-way of at least one hundred (100) feet at the closed end. Where a cul-de-sac dead ends to parkland, open space, trails, school sites or other similar features, a dedicated, public pedestrian access way of no less than twenty (20) feet wide shall connect the end of the cul-de-sac to the adjacent feature.

Temporary turnarounds shall be used at the end of a street that is more than four hundred (400) feet in length and will be extended in the future. Note for temporary turnaround: "Cross-hatched area is temporary easement for turnaround until street is extended (direction) in a recorded plat."

2.8.10 Alleys

When alleys are provided, they shall have a minimum right-of-way width of twenty (20) feet.

2.14 - Sidewalks

The subdivider is responsible to note the location of sidewalks on the plat. The homebuilder shall be responsible for constructing sidewalks adjacent to individual house lots in all residential districts and the subdivider shall be responsible for the construction of all other sidewalks including all required ADA

ramps. Sidewalks shall be installed on at least one (1) side of the street, be a minimum of four (4) feet in width and be in compliance with the Americans with Disabilities Act (ADA). All sidewalks must be in compliance with specifications provided by the City Engineer.

2.15 - Acceptance of public improvements

Prior to final acceptance for maintenance of the completed improvements by the City Council, the subdivider shall file with the City Engineer or City Manager the following:

1. A two-year, ~~one hundred ten~~ per cent (100%) maintenance bond of the contract price of the public improvements executed by a corporate surety licensed to do business in the State of Texas, conditioned that the improvements are free from defects in materials and workmanship.
2. ~~Three (3) sets of reproducible~~ One electronic copy of "record drawings" for each project, which further contain or have attached certification from a professional engineer that all improvements comply with this Ordinance.
3. An affidavit from the subdivider stating that to the best of his information and belief, the contractor has complied with the regulations contained in this Ordinance.
4. A waiver of liens from all contractors and subcontractors for the subdivision infrastructure.
5. A sealed letter of concurrence from the design engineer stating that all subdivision improvements were constructed in accordance with the approved engineered plans.
6. Exemption: No maintenance or performance bond is required when the cost of the public improvements are expected to be less than five thousand (\$5,000.00) dollars.

~~ARTICLE III: COMMERCIAL DESIGN AND IMPROVEMENT STANDARDS~~

~~2.18 - Lots~~

~~The lot design should provide for adequate width and depth to provide sufficient area for design components including but not limited to landscaping, parking and open area and to eliminate overcrowding, if applicable. Lots should be rectangular so far as practical and should have the side lot lines at right angles to the streets on which the lot faces or radial to curved street lines.~~

- ~~1. All lots must front on a public street right-of-way.~~
- ~~2. All lots shown must conform to the minimum requirements of the zoning district in which it is located.~~
- ~~3. An individual sewer tap and water tap shall be installed for each lot.~~

~~2.19 - Blocks~~

~~Blocks are to be numbered consecutively within the overall plat and/or sections of an overall plat as recorded. All lots are to be numbered consecutively within each block. Lot numbering continues from block to block in a uniform manner that has been approved on an overall preliminary plat.~~

~~2.20 - Streets~~

~~The subdivider shall be responsible for the construction of the adjacent half of all perimeter streets surrounding the subdivision that are not improved to city standards. Perimeter street subdivision requirements include all commercial subdivisions. In lieu of constructing perimeter streets, the City Manager may approve an escrow of one-half (1/2) of the cost. The cost must be approved by the City Engineer.~~

~~2.20.1 - Street Arrangements~~

~~Unless otherwise approved by the Planning and Zoning Commission, provision shall be made for the extension of arterial streets. Collector streets shall be provided for the circulation of traffic through the subdivision and the connection thereof to the arterial streets. All arterial and collector streets shall be continuous or in alignment with existing streets unless variations are deemed advisable by the City Engineer due to topography and requirements of traffic circulation.~~

~~2.20.2 Arterial Street Requirements~~

~~Arterial Street Curves. Curves in arterial streets are to have a centerline radius of two thousand (2,000) feet or more with exceptions to this standard granted only by the City Engineer. Reverse curves are to be separated by a minimum tangent of one hundred (100) feet.~~

~~Arterial street locations, alignments, widths, and cross sections are designated on the Thoroughfare Plan.~~

~~2.20.3 Collector Street Curves~~

~~Secondary or collector streets are to have a centerline radius of eight hundred (800) feet or more with exceptions to this standard granted only by the City Engineer.~~

~~2.21 Utility Easements~~

~~The subdivider may be responsible for dedicating utility easements to the City. Easements shall be worked out with private utility companies prior to plat submittal to the City.~~

~~2.22 Drainage~~

~~Adequate drainage shall be provided within the limits of the subdivision. The protection of adjoining property will be considered in the review of plans submitted. The subdivider shall be responsible for constructing all drainage improvements.~~

~~2.22.1 Design~~

~~Design of all drainage facilities, including but not limited to streets, inlets, storm sewers, outfalls, culverts, ditches and channels shall conform to normally accepted engineering standards as determined by the City Engineer. Under no circumstances will drainage be allowed to result in a negative effect upstream or downstream.~~

~~2.23 Water and Sewer~~

~~The subdivider is responsible for extending utilities to the development site and shall make the necessary arrangements therefore with the applicable private utility companies and the City. The City may participate in the oversizing of utilities if desired to serve further development.~~

~~2.23.1 Utilities Furnished or Supplied by City~~

~~Sewer. Sanitary sewers shall be installed to serve each subdivided or platted lots within the corporate limits of the City and within the extraterritorial jurisdiction. All sewer systems shall be extended across lots to the adjacent property lines.~~

~~Water. Water lines shall be installed to serve each subdivided or platted lots within the corporate limits of the City and within the extraterritorial jurisdiction. All water systems shall be extended across lots to the adjacent property lines.~~

~~All public improvements shall be the responsibility of the developer. Upon approval and acceptance of the water and sewer utilities by the City, the systems become the property of the City.~~

~~2.23.1.1 Private Utilities~~

~~Within new subdivisions, all private utilities, except for distribution mains, shall be placed underground by the developer. There shall be no overhead power lines for street lights. Gas meters shall be placed underground in an appropriate box located in the parkway as approved by the City, or placed adjacent to the residential structure. If adjacent to the residential structure, the backside of the meter and pressure reducing valve shall be at least one (1) foot from the finished edge of the residence, but not more than two (2) feet.~~

~~2.23.2 Fire Flow Requirement~~

~~No building permit shall be issued by the City for construction, if that proposed construction does not meet the fire flow requirements. Minimum acceptable flow for fire protection is five hundred (500) gallons per minute (gpm) for a duration of not less than two (2) hours. This flow must be met with the water supply system remaining at or above a pressure of twenty (20) pounds per square inch (psi). All water mains must be a minimum of eight inches (8") diameter. Water mains shall be Polyvinyl Chloride Pipe (PVC) and shall be designed, manufactured, and tested in accordance with the applicable requirements of AWWA C-900 and AWWA M-23. Eight inch (8") through twelve inch (12") pipe shall be pressure class 150, DR18. Pressure class requirements for larger diameter pipes shall be subject to the approval of the City Engineer. These requirements apply to all new development. Any variation in these requirements is subject to the approval of the City Engineer.~~

~~2.24 Sidewalks~~

~~The subdivider is responsible to note the location of sidewalks on the plat. Sidewalks shall be constructed and extended across their property along the perimeter of all property boundaries adjacent to public right-of-ways. Sidewalks shall be a minimum of four (4) feet in width and be in compliance with the Americans with Disabilities Act (ADA). All sidewalks must be in compliance with specifications provided by the City Engineer.~~

~~2.25 Acceptance of Public Improvements~~

~~Prior to final acceptance for maintenance of the completed improvements by the City Council, the subdivider shall file with the City Engineer or City Manager the following:~~

- ~~1. A two (2) year, ten per cent (10%) maintenance bond of the contract price executed by a corporate surety licensed to do business in the State of Texas, conditioned that the improvements are free from defects in materials and workmanship.~~
- ~~2. Three (3) sets of reproducible "record drawings" for each project, which further contains or has attached certification from a professional engineer that all improvements comply with this Ordinance.~~
- ~~3. An affidavit from the subdivider stating that to the best of his information and belief, the contractor has complied with the regulations contained in this Ordinance.~~

~~2.26 Final Plat Acceptance, Filing, and Issuance of Building Permit~~

~~The acceptance of a final plat by the City does not in any manner obligate the City to finance or furnish any improvements of any kind within the approved subdivision.~~

~~The duly approved plat shall be recorded for record with the Williamson County Clerk's Office following the acceptance of the public improvements by the City, if applicable; and in the event there are no public improvements, prior to the issuance of the building permit.~~

~~2.27 Building Permits and Fees~~

~~Plans submitted for building permits shall include the necessary drainage related facilities.~~

~~Permits for the construction of new, renovated, expanded or reconstructed facilities that include public improvements, shall not be issued until the City has approved the construction plans and all of the applicable fees are paid.~~

~~Permits for the construction of new, renovated, expanded or reconstructed facilities that do not include public improvements, shall not be issued until the City has approved the construction plans, the payment of all applicable fees, and the duly approved plat is filed for record with the Williamson County Clerk's office except as otherwise provided below:~~

- ~~(1) A plat is not required for any modification to an existing structure if said modification is within the existing footprint of said structure.~~
- ~~(2) A plat is not required for expansion to existing structures or site modifications, unless said expansion or site modification triggers a traffic impact analysis, requires the extension of public utilities or roadways, or encroaches upon the 100 year floodplain as set forth by this Code.~~
- ~~(3) A plat is not required for approval of a sign permit.~~

2.128 - Work in right-of-way

Any work occurring within the City's Right-of-Way including, without limitation, installation or relocation of utilities such as electric, gas, cable, landscaping, or drainage shall require a permit prior to any work.

Chapter 5. - Definitions

5.1 - Terms Defined

Block - A tract of land bounded by streets, or by a combination of streets and ~~public parks, cemeteries, railroad rights-of-way, airport boundaries, or corporate boundary lines~~other natural or man-made features, as approved by the Planning and Zoning Commission, that prevent the extension of the street network.



City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☒ Economic Vitality

Agenda Item #: 6
Agenda Title: Consider Amending the Purchasing Policy

Council Action to be taken: Approve the amended Purchasing Policy as presented.

Department Submitted: Finance

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to present an updated purchasing policy for Council's consideration.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The City's Purchasing Policy was last updated on September 24, 2020 to add language regarding federal and state grants. This proposed amendment to the purchasing policy as presented will add language that sets the maximum term of a contract and requires evaluation of existing contracts at the expiration of the maximum term.

The specific language being added to the policy can be found on page 14 of the attached policy under the heading "Maximum Contract Term & Evaluation."

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Sets the maximum term of City contracts • Requires an evaluation of existing contract to determine if they should continue or new contacts should be sought	• If unamended, the current practice of unlimited contract terms and no formal requirement for evaluation of existing contracts will continue.

4. RECOMMENDATION

Staff recommends the approval of the amended Purchasing Policy as part of the Consent Agenda.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)
--

N/A

8. ATTACHMENTS

6a. [Amended Purchasing Policy](#)



PURCHASING POLICY

RULES

AND

REGULATIONS

Effective September 24, 2020

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INTRODUCTION

STATEMENT OF PURCHASING POLICY:

The Texas State Legislature has adopted Chapter 252 of the Texas Local Government Code (TLGC), more commonly known as Purchasing and Contracting Authority of Municipalities, and Chapter 271, which contains authorization for cooperative purchasing as well as an alternate process for Public Works bidding. It shall be the policy of the City of Taylor, acting by and through its duly appointed Director of Finance, to fully comply in all respects with the rules, regulations and procedures as they appear and/or are amended from time to time.

The City of Taylor Finance Department, as well as elected officials, department heads, and staff, pledge to discharge their duties in a manner that will provide, to all responsible vendors and contractors, an equitable and competitive access to the City's procurement process. Further, the Finance Department will be conducted in a manner that will promote public confidence in the integrity of the City of Taylor procurement organization.

PUBLIC PURCHASING:

Purchasing is one of the key functions in the success of any local government. The primary objective is to ensure the availability of equipment and materials as needed by the requesting department. This manual will outline the methods of procurement and the duties and responsibilities of the purchasing agents and departments. The City of Taylor may purchase supplies, equipment, materials, and contracted services, where costs do not exceed \$50,000 without a formal, competitive, sealed bid. Much of what is written in this manual is governed by statutory requirements of either state or federal origin.

PUBLIC PURCHASING GOALS:

- ❑ Purchase the proper goods and services to suit the City's needs.
- ❑ Procure the best possible price for the goods or services required.
- ❑ Goods and services are available when and where they are needed.
- ❑ Guard against misappropriation of City funds.

PUBLIC PURCHASING MUST ASSURE THAT:

- ❑ Responsible bidders are given a fair opportunity to compete for the City's business.
- ❑ Public funds are safeguarded to ensure the best value is received for the public dollar.
- ❑ Public spending is not used to confer favors to employees or constituents.

VALUE OF CENTRALIZED PURCHASING:

- ❑ It allows for the consolidation of smaller purchases by individual departments into larger volume purchases for the entire City.
- ❑ Vendors and the business community have a direct link to City procurement.
- ❑ Centralized knowledge and expertise places the purchasing function on a professional footing and inspires public confidence in the actions of the City.
- ❑ It does not remove the variety of choice on small purchases departments may wish to retain on items such as pens, calculators, etc.

DEFINITIONS:

- ❑ Emergency purchases are made to meet a critical, unforeseen need of the City. The City's ability to serve the public would be impaired if purchases are not made immediately.
- ❑ Sole Source purchases are goods and services available from only one supplier; there may be just one vendor because of patents and copyrights, or simply because the vendor is the only one who supplies the goods and services.
- ❑ Services of all types are needed by the City. The purchasing/finance department will procure these services on a contract by bidding or quoting depending on the dollar amount.
- ❑ The Requisition is a request for a purchase to be made. It is the first step taken after the need for goods and services is recognized and meets the dollar amount criteria. This process must include a system of authorizations and safeguards to ensure that ethical purchasing procedures are followed.
- ❑ The Purchase Order constitutes a contract for the delivery of the goods or services in accordance with the terms of the agreement. This constitutes a legal document, and it usually contains the terms, quantity, delivery and price.

SECTION I

CITY OF TAYLOR PURCHASING ETHICAL REQUIREMENTS RELATING TO MUNICIPAL PROCUREMENTS

PROCUREMENT REQUIREMENTS AND ETHICAL STANDARDS:

LOCAL GOVERNMENT OFFICIALS

Chapter 176 of the TLGC states the ethics law that requires certain local government officials to disclose employment and business relationships with vendors who conduct business with local government entities.

A City Councilmember, Director, Administrator, or any other person who is designated as an Executive Officer of the local government entity is considered a local government officer (“officer”). A city may also extend the requirements of the statute to an employee of the city who has the authority to approve contracts on behalf of the city.

An officer is required to file a conflicts disclosure statement (“statement”) if a vendor enters into a contract with the city, or if the city is considering entering into a contract with the vendor, and the officer or officer’s family member has an employment or other business relationship with the vendor that results in the officer or officer’s family member receiving taxable income that is more than \$2,500 in the preceding twelve months. An officer who receives investment income, regardless of amount, is not required to file a disclosure statement. Investment income includes dividends, capital gains or interest income gained from a personal or business checking or savings account or other similar account, a personal or business investment, or a personal or business loan.

An officer is also required to file a statement if the officer or officer’s family member accepts from a vendor one or more gifts with an aggregate value of more than \$250 in the preceding twelve months. An officer is not required to file a statement in relation to a gift, regardless of amount, that is accepted by an officer or officer’s family member if the gift is given by a family member of the person accepting the gift, is a political contribution, or is food, lodging, transportation or entertainment accepted as a guest. An officer is required to file a statement no later than 5:00 p.m. on the seventh business day after the date on which the officer becomes aware of facts that require a filing of the statement.

Chapter 176 defines a family member as a person related to another person within the first degree of consanguinity (blood) or affinity (marriage). An officer’s family member would include the officer’s spouse, father, mother, son, daughter, father-in-law, mother-in-law, son-in-law, daughter-in-law or stepchild.

It shall be a breach of ethics and law to attempt to realize personal gain through public employment with the City of Taylor by any conduct inconsistent with the proper discharge of the employee's or officer’s duties.

Vendors Supplying Good or Services

A vendor is any person who enters or seeks to enter into a contract with a City. The term also includes an agent of a vendor. This applies to any written contract for the sale or purchase of real property, goods or services. A contract for services would include one for skilled or unskilled labor, as well as for professional services.

Prospective vendors are required to file a conflicts of interest questionnaire (“questionnaire”) if the vendor has a business relationship with the city and has: (1) an employment or other business relationship with an officer or an officer’s family member that results in the officer receiving taxable income that is more than \$2,500 in the preceding twelve months; or (2) has given an officer or an officer’s family member one or more gifts totaling more than \$250 in the preceding twelve months.

Vendor’s are required to file a questionnaire not later than the seventh business day after the latter of the following: (1) the date the vendor begins discussions or negotiations to enter into a contract with the city or submits an application or response to a bid proposal; or (2) the date the vendor becomes aware of a relationship or gives a gift to an officer or officer’s family member.

It shall be a breach of ethics and law to attempt to influence any public employee of the City of Taylor to breach the standards of ethical conduct set forth by State Statute or this Purchasing Policy.

Filing Statements And Questionnaires

The statements and questionnaires must be filed with the records administrator of the city. A records administrator includes a city secretary, a person responsible for maintaining city records, or a person who is designated by the city to maintain the statements and questionnaires filed under Chapter 176 of the TLGC. A city does not have a duty to ensure that a vendor that is required to file a questionnaire does so.

A city that maintains a website is required to post statements and questionnaires that are required to be filed under chapter 176. However, a city that does not have a website is not required to create or maintain one.

GRATUITIES:

It shall be a breach of ethics to offer, give, or agree to give any employee or former employee of the City of Taylor, or for any employee or former employee of the City of Taylor to solicit, demand, accept or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other peculiar matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal, therefore, pending before this Local Government.

KICKBACKS:

It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the City of Taylor, or any person associated therewith, as an inducement for the award of a subcontract or order.

CONTRACT CLAUSE:

The prohibition against gratuities and kickbacks prescribed above shall be conspicuously set forth in every contract and solicitation therefore.

It shall be a breach of ethics for any employee or former employee of the City of Taylor to knowingly use confidential information for actual or anticipated personal gain or for the actual or anticipated gain of any person.

SECTION II

THE REQUISITION PROCESS

GENERAL INFORMATION:

Purchasing procedures that are made with the intention of avoiding the competitive bidding requirements are in violation of State Law: (Purchasing and Contracting Authority of Municipalities Chapter 252.001). The following is a partial list of unacceptable practices:

- ❑ **COMPONENT PURCHASES:** Purchasing of the component parts of an item separately that in normal purchasing practices would have been purchased in one purchase.
- ❑ **SEPARATE PURCHASES:** Purchasing an item in a series of separate purchases that in normal purchasing practices would have been purchased in one purchase.
- ❑ **SEQUENTIAL PURCHASES:** Purchases made over a period of time that in normal purchasing practices would have been made as one purchase.

Any commitment to acquire goods or services without department approval and an authorized purchase order is prohibited. Anyone authorizing an expenditure of funds for goods or services prior to securing an approved purchase order may be held personally responsible for the payment.

DEPARTMENTAL PURCHASING RESPONSIBILITIES:

A Department has the following responsibilities with respect to making and managing the expenditure of funds to acquire goods or services for the City. In this manual, “Department” refers to the group of employees responsible for a service(s) or a particular set of duties (e.g., the Public Works Department) and it also refers to the employee(s) within each Department that is authorized and responsible for making purchases.

1. A Department must determine the availability of budgeted funds in the appropriate category before requesting any purchase. The Finance Department will reject purchase requisitions if funds are not available until the Department addresses this issue. The requisitioning department will have the ultimate responsibility for any purchases made that exceed their budget balance.
2. A Department, where required, must submit all purchasing requests to allow sufficient time to comply with the procedures established by this manual. The City rarely enjoys any economic benefits from rush and emergency purchases.
3. A Department must plan and budget to eliminate and/or reduce work stoppages and rush ordering. Poor planning by a department is not cause for emergency procurement.
4. A Department that believes that a product, equipment, or service is only available through a sole source must provide a written explanation and justification for the purchase in accordance with this manual.

5. A Department must use existing City contracts when available for all purchases.
6. A Department must immediately and thoroughly inspect all deliveries of goods and equipment and determine their quality and conformance with specifications.
7. A Department must immediately notify the respective Vendor upon the discovery of an incorrect order or damaged products, materials, or equipment.
8. A Department will continuously monitor the performance of goods and services and immediately report any deficiencies or violations in the performance of a contract to their respective Department Director.

To assure that all City employees responsible for making departmental requests for purchases have read and understand the purchasing procedures of the City of Taylor, departments shall have a signed "Purchase Authorization Form" for each authorized employee. That authorization form shall be forwarded to the Finance Department.

Departments should review all purchase requests to assure they are descriptive and specific but do not prevent competitive bidding of comparable items.

HUB REQUIREMENTS:

HISTORICALLY UNDERUTILIZED BUSINESS REQUIREMENTS (HUB)

A HUB is defined as a business formed for the purpose of making a profit in which at least 51 percent of the business is owned, operated, and controlled by one or more persons who are economically disadvantaged and who have been historically underutilized because of their identification as members of certain ethnic groups. Eligible entities must have their principal place of business and permanent business office located in Texas where the majority of the HUB owner(s) make the decisions, control the daily operations of the organization, and participate in the business. The qualifying owners must be residents of the State of Texas.

Informal written quotations must be solicited from at least two registered HUB vendors located within Williamson County for any expenditure of municipal funds which exceeds \$3,000 but is less than \$50,000. A HUB vendor list may be obtained at:

www.window.state.tx.us/procurement

If the list fails to identify a disadvantaged business in Williamson County, the City is not required to follow this requirement.

GRANT FUND PURCHASES

When making purchases with grant funds the City's purchasing policy does not prevail. Most grants are heavily regulated by specific policies and operational procedures. It is important to know which purchasing rules and policies to follow and how to clarify and resolve any conflicts within those rules and policies.

Local Governments are permitted to use their own purchasing policies and procedures as long as those policies are substantially similar to the federal standards. If there are areas of deficiency in the City policies, then the federal policies and procedures must take precedence.

All Grant Fund purchases will be competitively bid and contracts that are based on cost plus a

percentage of cost will not be used for grant procurement. The City will review all selected Contractors against the System For Award Management Exclusion List (www.sam.gov) and any vendor found on the Exclusion List will not be eligible for the award of grant funded projects.

If the goods and services are only available from a sole supplier a letter from the manufacturer is required stating that they do not distribute their product through distributors and any attempt to obtain bids would result in only one company being able to meet our specifications and needs.

Once these capital expenditures are purchased from federal funds the grant number shall be included on all paperwork i.e.: requisition, purchase order, receiving documents, vendors invoice and fixed asset forms.

REQUISITIONS (GENERAL):

Requisitioning is the formal request by a department for a purchase to be made after a need is recognized. Purchases of goods or services \$1,000 and over will *require* requisitions. The requisition form with the appropriate department head's signature will be forwarded to the Finance Department for processing and approval. After the Director of Finance has electronically approved the requisition, a purchase order will then be issued. The goods or services can then be ordered only after the purchase order process is complete.

If necessary, requisitions for services will include an accompanying memo from the requesting department that provides additional details regarding the required service and specifications. Requisitions should fully describe to the Finance Department what to buy, when it is required, where the product is to be delivered, or what service is to be performed.

COMPLETING THE REQUISITION FORM:

Requests for the procurement of supplies, materials, equipment, repairs, and services will be forwarded to the Finance Department on a requisition, either by sending the requisition via fax, email or inter-office mail. Upon receipt of the requisition, the Finance Department will prioritize the requisition based on delivery requirements then take appropriate action.

It is the intention of the Finance Department to process all requests within a reasonable amount of time. If a request is to be held (i.e., vendor quotations, etc.) and cannot be processed within a reasonable time, the department will be notified.

REQUISITION INFORMATION:

The following information should be provided by the using department on each computer-generated requisition form:

- ☐ Department
- ☐ Date requested
- ☐ Date required (delivery date)
- ☐ Deliver to address
- ☐ Recommended vendor & code
- ☐ Account code to be used to fund purchase
- ☐ Note (verbal quotes, additional order information or explanation, funding source)
- ☐ Product identification number/part number

- ❑ Detailed description of item
- ❑ Quantity
- ❑ Unit of measure
- ❑ Unit cost (*If Not Known, Put a "Not to Exceed Amount"*)
- ❑ Amount of purchase
- ❑ Department head signature of approval and date

TAX EXEMPT

The City is exempt from federal, state, and local taxes in most cases. An exemption certificate is available from the Finance Department to provide to City's vendors or contractors.

SECTION III

STANDARD PURCHASE ORDERS

GENERAL INFORMATION:

The City Manager, pursuant to the City's Charter and City Council's approval of this manual, has delegated purchasing authority and responsibilities with respect to the purchasing of goods and services to certain City positions including members of the Finance Department, as well as Department Directors and their designees. City Council authorizes the City Manager to sign contracts that are below thresholds for which explicit City Council approval is required.

In addition, the City Council authorizes the City Manager to enter into agreements to grant public funds to various organizations as appropriated by the budget. Such grants include proceeds from occupancy tax and funding related to community support.

Purchases requiring a requisition will be converted to a purchase order after the Finance Department approves the request. Approval will be based on the requisition containing the appropriate signatures and the request meeting the purchasing requirements outlined in this policy.

STANDARD PURCHASE ORDERS:

- ❑ One copy of the purchase order is attached to the department's requisition and retained by the Finance Department.
- ❑ The requesting department will receive a copy from the Finance Department for its records or for use as a receiving document.
- ❑ One copy will be forwarded to Accounts Payable along with the original invoice for payment.

CONTRACT / BLANKET PURCHASE ORDERS:

Annual Contract/Blanket purchase orders are agreements with vendors that allow frequent or small purchases by departments without going through repetitive bidding procedures. Blanket Purchase Orders can also control pricing.

The City of Taylor has two classes of Annual Contract/Blanket Purchase Orders:

- ❑ Blanket Purchase Orders from \$5,000 and not exceeding \$49,999.99 that will be solicited by the requesting department with the assistance of the Finance Department when needed.
- ❑ Blanket Purchase Orders expected to exceed \$50,000 in a fiscal year require formal bids and the approval of City Council.

Where feasible, the City may enter into annual contracts with selected vendors for various maintenance services. These contracts may include, but are not limited to, office machine

maintenance, cleaning services, pest control, and equipment rental agreements. Negotiation of these contracts and agreements is the responsibility of the requisitioning department.

COOPERATIVE PURCHASES

Cooperative purchasing is an approach to procuring goods and services where two or more entities work together, often with common interests (e.g., governments, schools), to combine requirements and pool buying power to obtain more favorable pricing, terms and conditions. Cooperative purchasing programs, sometimes called cooperative consortia, purchasing consortia or group purchasing organizations (GPOs), are designed to manage a cooperative purchasing process and establish cooperative contracts for use by multiple entities.

Purchases made as part of a cooperative purchasing agreement are exempt from the bidding requirements of Section VI of this policy so long as the underlying cooperative purchases made under the agreement are in compliance with any applicable state law.

PURCHASE ORDERS FOR TRAVEL TRAINING, SEMINARS, ETC.:

Competitive quotes are not required for expenses incurred in connection with training, seminars, memberships, subscriptions, travel, foods, or books less than \$50,000, unless the City Manager deems it necessary.

DOLLAR THRESHOLDS AND PURCHASING REQUIREMENTS:

The following schedule of dollar thresholds will determine the appropriate action that needs to be taken to complete the purchase.

CITY OF TAYLOR APPROVAL REQUIREMENTS			
Total Amount of Request	Type of Bid/Quotes Required	Responsible for Bid/Quotes	Approvals Required
More than \$50,000	Competitive bids/proposals opened at a public meeting.	Department or Project Manager with assistance from Finance as necessary	City Council & City Manager
\$10,000 to \$49,999.99	Three written quotes based on like products; attach quotes to requisitions and include information in “notes” section of requisition.	Department or Project Manager with assistance from Finance as necessary	Department Director, Director of Finance and City Manager
\$1,000.00 to \$9,999.99	Three verbal quotes based on like products; attach quotes documentation to requisitions and include information in “notes” section of requisition.	Department with assistance from Finance as necessary	Department Director and Director of Finance
up to \$999.99	Efforts made to obtain the best value for the City. No purchase order is required.	No bids/quotes required	Supervisor and/or Department Director

PURCHASES EXCEEDING \$50,000

Solicitation will be conducted by the formal, sealed, bid process, which is governed by statute. All purchases for materials and/or services in excess of \$50,000 must have the formal approval of City Council.

MAXIMUM CONTRACT TERM & EVALUATION

Any lease or contract for a service provided to the city shall be subject to bid, a Request for Proposal (RFP), or a Request for Qualification (RFQ) if the cumulative amount to be expended during the duration of the lease or contract exceeds \$10,000; or if the payment for the service is based on the percentage of revenues received or fees collected or cost savings. Such leases and contracts for service may be written for any period of time not to exceed eight (8) years, or for shorter periods with provision for renewal at the option of the City, provided that such renewal shall not cause the cumulative length to exceed the permitted length of time. Any lease or contract for service that is expected to last for more than one year shall have a stated term and shall adhere to the aforementioned maximum period.

At least 90 days prior to expiration of the term of the contract, such service shall be evaluated to determine the value received by the City. Such evaluation may consist of a cost analysis, a survey to compare the service to similar service received by other municipalities in the greater Austin area, or other means available to determine the value received against the cost of acquiring the service. At the conclusion of the evaluation, a recommendation shall be made to City Manager as to retaining the current provider under the existing or similar terms, discontinuing the service, or issuing a Request for Bids, a Request for Proposal (RFP) or a Request for Qualification (RFQ) as deemed appropriate for the service. The City Manager will make the final determination regarding whether such leases or contracts will be retained, or new requests will need to be sent out.

SECTION IV

RECEIVING MATERIALS

GENERAL INFORMATION:

When receiving ordered goods, the user will conduct an initial inspection of the merchandise to determine its condition. The user will compare the goods received against the product specifications. Once the user has determined that the article(s) received are to the purchase order specifications and undamaged, the shipping ticket, or any other receiving documents, should be signed and returned to the Finance Department.

If freight is visibly damaged, receiving personnel should instruct the freight line driver /UPS to note the damage on the freight bill and sign it. Forward the freight bill/shipping ticket to the Finance Department.

All boxes and packing materials should be kept in the event of visible or concealed damage to freight shipments.

All materials and equipment not received or not in compliance with the specifications should be documented and reported to the Finance Department as soon as possible so that the vendor can be notified and instructed as to corrective action.

Damaged supplies, equipment, or materials should not be returned to the freight line or the vendor unless specifically requested by the vendor to do so.

Departments should contact the vendor if materials and/or services are not received or performed by the due date.

Departments shall pay particular attention to the delivery ticket and how it matches the City's receiving copy. The employee receiving the materials must verify that all items were shipped as stated on the delivery ticket, then sign, IN INK, his/her full signature, printing same if illegible.

INCOMPLETE/PARTIAL ORDERS:

In the event an order is incomplete, the department should make an inquiry for scheduled shipment of the remaining order and appraise the Finance Department of the situation.

Authorization for payment of a partial order is accomplished by signing the delivery ticket indicating the purchase order number, date, vendor and items received. This document, and a copy of the purchase order with the word "Partial" written on it, should be forwarded to the Finance Department.

SECTION V

PROCUREMENT OF PROFESSIONAL SERVICES

Section 252.022 of the TLGC specifically exempts contracts for professional services from the competitive bidding requirements. The Professional Services Procurement Act states that a City may not use traditional competitive bidding procedures to obtain the services of architects, engineers, certified public accountants, land surveyors, physicians, optometrists or state certified real estate appraisers. If the professional services desired by the City do not fall under the Professional Services Procurement Act, state law permits the services to be obtained with or without the use of competitive bidding, as the City desires. City Council is required to approve any contract for a professional service that will exceed \$50,000.

Personal and professional services are exempted from the competitive bidding process and are procured through the use of Request for Qualifications (RFQ) documents. The Purchasing Department is available to consult with departments regarding the preparation of information; however, the presentation of technical and qualifications aspects of personal and/or professional services included in the RFQ documents is the sole responsibility of the requesting department.

Because competitive bids/quotes are not required, it will be the policy of the City of Taylor to determine on a case by case basis the requirement to procure professional services through a request for qualifications (RFQ). Such determination shall be made in consultation with the City Manager.

The Professional Services Procurement Act specifies that when obtaining architectural, engineering, or land surveying services, the City must first select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and then attempt to negotiate a contract with that provider at a fair and reasonable price. If a satisfactory contract cannot be negotiated with the most highly qualified provider of architectural, engineering, or land surveying services, the City must formally end negotiations with that provider, select the next most highly qualified provider, and attempt to negotiate and attempt to negotiate a contract with that provider at a fair and reasonable price. The City must continue this process to select and negotiate with providers until a contract is entered into.

Fees must be fair and reasonable, consistent with and not in excess of published recommended practices and fees of applicable professional organizations, and not in excess of any maximums specified by state law.

The Professional Services Procurement Act does not specify the exact process by which a City may procure accounting, medical, optometrist, interior design, or real estate appraisal services. The law merely prohibits obtaining these services through competitive bidding and requires that such services be selected on the basis of demonstrated competence and qualifications.

SECTION VI

COMPETITIVE BIDS/PROPOSALS

GENERAL INFORMATION:

The term "Competitive Bidding" will be used in this manual, and is generally used in public purchasing, when the bidding process employed requires approval of a governing body such as City Council. Methods include Formal Bids, Request for Proposals or Request for Qualifications, all of which will be determined by the requisitioning department director.

Competitive bidding allows available vendors to compete with each other to provide goods and/or services. In the case of local governments, the bidding process has two additional purposes. The first purpose of competitive bidding is to ensure that public monies are spent properly and legally, and that the best possible value is received. The second purpose is to give qualified and responsible vendors a fair and equitable opportunity to do business with the City.

COMPETITIVE BID REQUEST

The Department or Project Manager will prepare bid specifications, bidder mailing lists, advertising dates, and the bid opening date, time and location. Where appropriate, the City will utilize website notices for national advertising.

COMPETITIVE BIDDING NOTICE:

A notice of a proposed purchase must be published two times, at least seven days apart, in a newspaper of general circulation in the County. The first day of publication should be 14 days before the date of the bid opening. The notice must include:

- ❑ The specifications describing the item to be purchased or a statement of where the specifications may be obtained.
- ❑ The time and place for receiving and opening bids and the name and position of the City official or employee to whom the bids are to be sent.
- ❑ the contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality, as provided by law.

RECEIVING BID PROPOSALS:

All bids and proposals will be received by the City Clerk's Office on or before the time and date requested on the bid notice.

Bids received after the official bid opening time and/or date will be returned unopened to the bidder with a letter from the requisitioning department notifying the bidder that the submitted bid/proposal was received subsequent to the due date and time.

On occasion, bids and proposals that are not clearly marked may be inadvertently opened. If this situation occurs, the bid will be re-sealed in front of a witness, and the occasion will be documented.

OPENING BID PROPOSALS:

Bids and/or proposals will be opened at the specified time (or shortly thereafter) and on the date specified in the notice. The date specified in the notice may be extended if circumstances warrant. Preliminary tabulation will be provided to the public when appropriate.

AWARDING A CONTRACT:

The requisitioning department will evaluate all bids and provide a tabulation of the bid results. If the competitive sealed bidding requirement applies to the contract for goods or services, the contract must be awarded to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality. In determining the best value for the municipality, the municipality may consider:

- (1) the purchase price;
- (2) the reputation of the bidder and of the bidder's goods or services;
- (3) the quality of the bidder's goods or services;
- (4) the extent to which the goods or services meet the municipality's needs;
- (5) the bidder's past relationship with the municipality;
- (6) the impact on the ability of the municipality to comply with laws and rules relating to contracting with historically underutilized businesses and nonprofit organizations employing persons with disabilities;
- (7) the total long-term cost to the municipality to acquire the bidder's goods or services; and
- (8) any relevant criteria specifically listed in the request for bids or proposals.

The department requesting the purchase will make their recommendation to the City Manager to be placed on the City Council's agenda for approval. The Finance Department, after Council's approval, will supply the vendor with a purchase order and contracts as required.

Should a Contractor or Professional Services provider request a change in contract price, approvals shall be made prior to the beginning of the work covered by the proposed change. Section 252.048 of the TLGC allows change orders as long as the contract price is not increased by more than 25% and the change order is not being used to purchase new products or to create an entirely new project. Such change will be authorized by a written change order prepared and approved by the Department Director, followed by the consent of the City Manager. Pursuant to this section, the City Manager has authority to approve such change orders that are less than \$50,000. Change orders over \$50,000 are subject to City Council approval.

PREFERENCE TO LOCAL BIDDERS

Local Bidder shall be defined as a bidder whose principal place of business is in the municipality (within the city limits).

3% Rule

Applies to contracts for the purchase of real property (land) or personal property that is not affixed to real property (goods). Pursuant to Section 271.905 of the Texas Local Government Code, even if the bid received from a local bidder is not the lowest bid, a preference may still be given to a local bidder if their bid is within 3% of the lowest bid price received from someone who is not a local bidder, if the City determines in writing that the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the

contract award, including employment of residents of the City and increased tax revenues of the City.

5% Rule

Applies to contracts for construction services in an amount less than \$100,000, or contracts in an amount less than \$500,000 for the purchase of real property (land), personal property that is not affixed to real property (goods), or services (other than construction services). The 5% Rule does not apply to the purchase of telecommunications or information services.

Pursuant to Section 271.9051 of the Texas Local Government Code, even if the bid received from a local bidder is not the lowest bid, a preference may still be given to a local bidder if their bid is within 5% of the lowest bid price received from someone who is not a local bidder, if the City determines in writing that the local bidder offers the City the best combination of contract price and additional economic development opportunities for the City created by the contract award, including employment of residents of the City and increased tax revenues of the City.

ALTERNATE DELIVERY METHODS

The City may use the best-value competitive bidding process, competitive sealed proposal method, construction manager-agent method, construction manager-at-risk method, design-build method, and the job order contract method for public procurement in place of the standard competitive bidding method that is also allowed under Chapter 2269 of the Government Code or Chapters 252 and 271 of the TLGC. The City may use any of the alternative delivery methods for any project involving an improvement to real property.

BID / PROPOSAL EXCEPTIONS:

Before the award of a contract that requires an expenditure of more than \$50,000 the city must comply with the requirements of TLGC Chapter 252 for competitive sealed bidding or competitive sealed proposal requirements unless an exception to such requirements is authorized. TLGC § 252.022 contains the principle exceptions to these requirements (see Appendix D).

The City Manager shall determine whether or not an exception applies to a particular improvement. Notwithstanding an applicable exception, the Department Director may choose to voluntarily utilize competitive sealed bidding or competitive sealed proposals to obtain the best advantage for the City.

Vendor volume in excess of \$50,000 is subject to review during audit. Cumulative expenditures for the budget year by vendor are reviewed for compliance with our competitive bidding practices.

EMERGENCY PURCHASES:

Emergency purchases occur when a situation arises that is unforeseen and must be remedied immediately. Pursuant to state law, emergency purchases are exempt from the bidding process. An emergency is described as follows:

- ❑ Acts of God (e.g., flood damage, tornado)
- ❑ Machinery that is critical to the operation of the City and rendered out of service
- ❑ To preserve or protect the health and safety of the municipalities of residents

- ❑ Procurement necessary because of unforeseen damage to public machinery, equipment, or other property (§252.022(a)(1-3) TLGC)

Where an emergency exists and a purchase estimated over \$5,000 is required, the following procedure will be used:

1. The Department should notify Finance of the purchase and attach an approved emergency justification form (see Appendix B) signed by the Department Director, Director of Finance, and the City Manager and attach to the Purchase Requisition.
2. If the emergency purchase causes a department to exceed their annual budget, the Department Director will work with the City Manager and, if necessary, City Council, to secure funding needed for the purchase.

If an emergency should arise after regular hours, the department director or his/her authorized representative may proceed with the emergency acquisition after receiving verbal approval from the City Manager or his/her designee. On the next regular day of business, a confirming requisition, invoice and properly completed emergency justification report (including a brief explanation of why the purchase was made after hours and the approval received) will be sent to the Finance Department so that a purchase order number can be assigned and forwarded to the appropriate vendor.

SOLE SOURCE PURCHASES:

A sole source vendor implies that there is only one person or company that can provide the equipment needed and that any attempt to obtain bids would only result in one company being able to meet the required specifications.

These tests should be met:

- ❑ The company is the manufacturer.
- ❑ The company does not sell through distributors.
- ❑ Patents in force require the items to be proprietary to the manufacturer.
- ❑ Specifications cannot be relaxed to allow other companies to bid competitively.

A purchase or contract that is subject to City Council award on the basis of competitive bidding may not be awarded under the sole source exception to competitive bidding unless the recommendation for the award is accompanied by the Purchasing Agent's written statement of the reasons why the exception is applicable to the purchase.

A City Council agenda item for action on a sole source purchase or contract must include the words "sole source award". City Council action on a sole source purchase or contract must be separate from all other actions. A sole source purchase or contract may not be included on the consent agenda.

DISASTER RELATED PURCHASES:

A disaster is the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause. The existence of a local state of disaster is established by the Mayor through the issuance of a proclamation as provided by Texas Government Code § 418.108. A disaster declaration expires seven days after issuance of the proclamation unless it is renewed or extended. A declaration of local disaster may not be

continued or renewed for a period of more than seven days without the consent of the City Council.

During a local state of disaster, purchasing staff shall cooperate with the Emergency Management Coordinator to ensure that the procurement process is coordinated with emergency operations. The City Manager may suspend or modify normal purchasing procedures as necessary to rapidly secure equipment, goods and services that are required or suitable to respond to the emergency. The modifications to normal procedure shall be the least which are deemed necessary by the City Manager in order to meet the demands of the emergency, but may specifically include the suspension of the notice and publication requirements of Texas Local Government Code § 252.041 applicable to procurements of more than \$50,000 that are subject to requirements for competitive sealed bidding or proposals.

Suspension of the notice and publication requirements for procurements in excess of \$50,000 does not eliminate the requirement to obtain competitive pricing unless the procurement is necessary to time sensitive emergency work that makes it clearly impractical to obtain informal bids. Where emergency demands make even informal bidding impractical a short-term non-competitive contract for site-specific emergency work may be warranted, however, the contract term should not exceed the time necessary to obtain competitive pricing on the basis of informal bids. Ordinarily non-competitive contracts may not be awarded more than 72 hours after the commencement of the state of disaster. If possible, the requisitioning department will contact at least three eligible vendors to obtain informal bids on procurements to which the competitive sealed bidding or proposal process would ordinarily apply. Informal bids may be obtained by phone, fax, email, or face to face solicitation. Informal bids need not be in writing; however, verbal offers will be immediately recorded by the requisitioning department and a record of all informal bids will be submitted to the Finance Department.

Contracts that are based on cost plus a percentage of cost shall not be used for the procurement of emergency work. Contractors listed on the Excluded Parties List System (www.epls.com) will not be eligible for the award of emergency work.

The suspension of normal purchasing procedures does not authorize procurements by persons other than authorized by this Purchasing Policy. Unless authorized in advance by the City Manager, all procurements during a local state of disaster shall be processed by the Finance Department to ensure compliance with this policy.

The City Manager shall reinstate normal purchasing procedures as quickly as possible following the declaration of a local state of disaster. The suspension of normal purchasing procedures automatically terminates 7 days following the declaration of a disaster unless authority to continue the suspension is specifically granted by the Mayor or City Council in any proclamation, resolution or ordinance authorizing the continuation of the local state of emergency for a period of time beyond 7 days.

BONDING:

Bids may be subjected to bonding requirements, per local government statutes. This is done to protect the City if the bidder attempts to withdraw after his bid is accepted (see Appendix D).

SECTION VII

SPECIFICATIONS

GENERAL INFORMATION:

All well-written specifications are the product of a concentrated group effort and are worth preserving. They represent the fruits of lengthy deliberation and study combined with past experience. They are essential to any efficient purchasing program.

Specifications are a concise description of a good or service that the vendor must meet in order to be considered for the award. Specifications may include requirements for testing, inspection, preparation, or installation. Specifications are the total description of the purchase.

SPECIFICATION PURPOSE:

Good specifications have four major characteristics:

- ❑ **They set the minimum acceptability of the goods or services.** The term minimum acceptability is key. The vendor must know the minimum standard to determine what to provide. Too high a standard may mean tax dollars will be wasted. Too low a standard and the goods or services will not meet the expectations of the user.
- ❑ **They should promote competitive bidding.** A maximum number of responsible vendors should be able to bid on the specifications. Restrictive specifications decrease competition.
- ❑ **They should contain provisions for reasonable tests and inspections for acceptability of the goods or services.** The methods and timing of tests and inspections must be indicated in the specification. Whenever possible, tests should refer to nationally recognized practices and standards.
- ❑ **They should provide for an equitable award to the lowest responsible bidder.**

PREPARATION OF THE SPECIFICATIONS:

The user department along with help from the Finance Department should prepare the specifications. The final acceptance of the specifications rests with the Finance Department. This ensures proper quality control and avoids the proliferations of conflicting specifications in different departments of the City.

OBTAINING SPECIFICATIONS:

Existing specifications may be obtained from other local governments or the State Purchasing and General Services Division, Specifications and Inspections Section.

SPECIFICATION TYPES:

There are several types of specifications that are commonly used. The names may vary because of the source describing them. A single specification may be a combination of two or more of these types, especially the first two listed below. The following are the most commonly used terms:

- ❑ **Design Specifications:** These specifications give detailed descriptions of a good or service, including such things as details of construction or production, dimensions, chemical composition, physical properties, materials, ingredients, plus all other details needed for the provider to produce an item of minimum acceptability. Design specifications are usually required for construction projects, custom-produced items, and for many services.
- ❑ **Performance Specifications:** These specifications are used when the goods and/or services are described in terms of required performance. They may include such details as required power, strength of material, test methods and standards of acceptability, and recommended practices.
- ❑ **Combination Specifications:** These specifications contain elements of both design and performance specifications. Some features of each are included to allow a vendor to use ingenuity to meet the performance needs of the City and to require certain necessary design characteristics. These are probably the most common type of specification.
- ❑ **Brand-Name Specifications:** These list a product or service by brand name, model, and other identifying specifics to limit the bidding to a single preferred product. Since this type of specification discourages competition, it should not be used unless the item is the only one that will satisfy the City's requirement. This type of specification is used for purchasing replacement parts where only the brand name item will work.
- ❑ **Brand-Name or Equal Specifications:** These are similar to brand name specifications, except that products equal to the characteristics of the named brand are specified as acceptable.
- ❑ **Qualified Products List Specifications:** Specifications that are identified by manufacturers' names and model numbers and are the only items that are acceptable. These are used when quality is such a critical factor, and testing so lengthy, or expensive, that the City wants to stay with proven products.
- ❑ **Standard Specifications:** A single specification for one or more goods or services that have the same general purpose and are ordered on a recurring basis is a standard specification. The same specification is used each time an order is placed or bids are advertised. Examples are office supplies, paper, janitorial supplies and copier service contracts. Standardized specifications will usually be more complete and detailed than one-time specifications.

SAMPLE SPECIFICATION FORMAT:

Scope and Intent

- ❑ Scope: Explain title and summarize the application.
- ❑ Intent: State use of the item and using department.

Definitions and Applicable Documents

- ❑ Definitions: Define technical and critical terms where necessary.
- ❑ Applicable Documents: List and reference all documents referred to in this specification, including title, edition or issue number, the year of publication, and publisher or originating organization. If necessary, state where the document(s) can be located.

Requirements

- ❑ Performance Requirements and Characteristics: List all functional needs and performance requirements. Include work-related needs that the item must achieve.
- ❑ Design Features and Requirements: List all design requirements, including materials, manufacturing standards and directions, dimensions, physical characteristics of all kinds, and workmanship standards.
- ❑ Other Requirements: List any requirements not covered in the first sections.

Quality Assurance

- ❑ Test Requirements: List any testing requirements; include certifications, inspections, laboratory sampling, and other quality control requirements.
- ❑ Remedies and Penalties: List all remedies available to the government for non-compliance with specifications. Detail penalties to the provider for failure to perform or comply.

SECTION VIII

PROCUREMENT CARD USE

OVERVIEW:

The Procurement Card (“PCard”) program provides the City with an alternative to the traditional purchase order system by allowing a more efficient method for making small dollar purchases of goods and services. The goal of the program is to increase savings and reduce costs by eliminating much of the paperwork required for small dollar expenditures.

The PCard operates similar to a credit card, and carrying one is a privilege to the employees based on trust. Although the PCard is issued to the employee, it remains City property and can be rescinded at any time.

The City, through its Procurement Card Policy, establishes its policies, procedures and rules for use of the PCard by City employees. Purchases made with PCards must comply with the requirements of the City’s Purchasing Policy and the Procurement Card Policy.

SECTION IX

PURCHASING AUTHORIZATION FORM

A Purchasing Authorization Form must be signed by the department director for each person having authority to approve purchases for his/her department. This form will be kept on file in the Purchasing Department.

The Purchasing Authorization Form indicates that the person having the authority to approve purchases for their department has read and understood the Purchasing Rules & Regulations Policy and will abide by the guidelines, restrictions, and duties enumerated therein. (See Appendix A)

SECTION X

INTERNAL GUIDELINES FOR MANAGEMENT OF FEDERAL AND/OR STATE FUNDS

All costs charged by the City must be necessary, reasonable, allowable, and allocable to all Federal and/or State grant programs received administered by the City. The City must assure that all costs are appropriate and eligible including but not limited to the following areas of concern:

- Administrative requirements - Including duplication of benefits requirements, provisions related to charging pre-award costs, conflict of interest, reporting fraud, and distinction between agencies/government components, contractors, developers, and beneficiaries;
- Recordkeeping and Reporting requirements - Including records retention and financial reporting requirements;
- Procurement requirements - Including requirements related to bonding, insurance, suspension, and debarment;
- Contract conditions;
- Force Account - Including requirements for tracking, documenting, and charging personnel costs and applicable fringe benefits and classification, purchasing, tracking, insuring, and disposing of equipment, supplies, and federally purchased tangible and intangible property;
- Contract amendments;
- Contract closeout;
- Monitoring and Quality Assurance - Including requirements related to preventing fraud, waste, and abuse;
- Audit - Including Single Audit or program-specific audit requirements

The following is a list of key federal and state regulations governing financial management of grant programs:

- 24 CFR § 570 Subpart I- governs the state CDBG-DR program;
- 2 CFR § 200, including all of Subpart E Cost Principles;
- Uniform Grant Management Standards (UGMS) - Texas Comptroller of Public Accounts and guidance under 2 CFR § 200;
- Texas Local Government Code Chapter 171

It is the City's responsibility to be knowledgeable and compliant with these requirements to ensure the appropriate, effective, timely, and eligible use of all funds related to Federal and/or State Programs. The City is responsible for monitoring vendors and projects and compliance with applicable financial management standards, for processing payment requests for funds, and for audit review.

A cost objective is a pool of related costs, which could be related based on the City's departments, function, eligible, activity, agreement with State and/or Federal agencies or any other basis. The term is used to capture a variety of scenarios in which costs may be categorized for purposes of cost allocation or eligibility determinations.

As per of 2 CFR § 200.303, the City has established this and other written policies and procedures for internal controls and guidance documentation for responsible financial management of federal and/or state funds and include the adherence to the following:

- All federal, state, and local conflict of interest provisions, including the requirements of Texas Local Government Code Chapter 171;
- The City has an established internal control system and documented segregation of duties. Including the appropriate segregation of duties as follows:
 - o No person has complete control over every phase of a significant transaction. For example, the person who authorizes payments to contractors should not draft and issue the payment check and the person who writes a payment check should not reconcile associated bank records;
 - o Monthly bank reconciliation and/or direct deposit monthly statements are reviewed by someone who is not responsible for handling cash or issuing checks;
 - o the person issuing checks for grant expenses does not also handle payroll preparation/issuance of paychecks;
- The City will take prompt action when an instance of noncompliance is identified internally or through audit findings;
- The City takes reasonable measures to safeguard protected personally identifiable information (PII) and other information that the City considers sensitive consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality;

Per 24 CFR § 570.502, through established budgets and accounting records, the City is responsible for ensuring all Federal and/or State expenditures are authorized in an approved, documented budget and do not exceed the total budget amount and do not exceed the amount in the City's grant agreement(s).

The City will use one of two general methods available to draw federal and/or state grant funds to pay for project and vendor costs: the reimbursement method and the cash advance method.

- The reimbursement method entails a transfer of grant funds to the City based on actual expenditures already incurred by the City before it requests a draw;
- The cash advance method entails the transfer of grant funds from the federal and/or state agency based upon the City's received invoices before the actual cash disbursements have been made by the City.

The City establishes a separate account for each grant it receives. When using a cash advance basis process, the City will ensure that all received grant funding is held in an insured, interest-bearing account (2 CFR § 200.305(b)). Distinct accounting information for each grant is created. Accurate records of encumbrances/obligations against distinct line items within each grant for vendor contracts are made. Accurate records on grant awards, unobligated balances, assets, liabilities, expenditures, program income (if any) and applicable interest are kept and supported by sources documentation, including vendor contracts, invoices, and purchase orders.

Pursuant to 2 CFR § 200.302(a), the City's financial management systems, including records documenting compliance with Federal statutes, regulations, and the terms and conditions of the Federal award, are sufficient to permit the preparation of reports required to demonstrate compliance with general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the City's State and/or Federal grant agreement(s).

City through its annual audit process has proven effective control over, and accountability for, all funds, property, and other assets in its possession. The City makes every effort to adequately safeguard all assets and assure that they are used solely for their intended purpose.

Financial Records for all Federal and/or State grant programs include the following:

- Transaction registry documenting:
 - o All invoices associated with each Request for Payment; and
 - o Source of funds for each invoice (grant funds by activity, matching funds, and/or other funds)
- Source documentation, including the following:
 - o Copies of Requests for Payment;
 - o Addendum record of direct deposit payments;
 - o Verification of deposits;
 - o Monthly bank statements
 - o Check register/transaction ledger;
 - o Employee time sheets (as applicable);
 - o Equipment time record sheets (as applicable);
 - o Property inventory;
 - o Purchase orders, invoices, and contractor requests for payments;
 - o Electronic Transfer Form (EFT);
 - o All original source documents

The City for each grant agreement received, establishes Responsible Persons. Through resolution, the City identifies the Responsible Persons (at least 2, preferably 4 by job title) responsible for both contractual documents (executed City agreement(s), associated amendments, and various program certifications) and financial documents (requests for payment, issuance of check).

The City, where allowable by the Federal and/or State funding program, will authorize direct deposit to receive payments from the agency(ies) to post directly to the City's local bank account.

The City will ensure that there exists staff and contractor capacity necessary to manage all grant funds under its control. The City may procure a Grant administrator to assist with management of grant compliance, subject to 2CFR200 procurement guidelines and requirements.

Eligible/Allowable Costs: All costs charged to the City's grant agreement(s) will be deemed eligible as identified in each Grantor's agreement/implementation manual. Eligible costs are those that conform to the federal/state requirements, including limitations and waivers described in applicable Federal Register Notices, comply with federal cost principles, and align with all associated cross-cutting federal requirements (Davis Bacon and Related Acts, Environmental requirements, etc.) and State and Local law.

The City will assure pursuant to 2 CFR § 200.403, costs meet the following general criteria to be allowable as a charge against any Federal award:

- Costs must be necessary and reasonable for the performance of the Federal award and be allocable to that award and not to a different award;
- Costs must conform to any limitations or exclusions set forth in 2 CFR § 200 or in the Federal award as to types or amount of cost items;
- Costs must be consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the City;
- Costs must be accorded consistent treatment;
 - o A cost may not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost;
- Costs must be determined in accordance with generally accepted accounting principles (GAAP);
- Costs must be adequately documented

Reasonable Costs (2 CFR § 200.404): A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. In determining reasonableness of a given cost, consideration will be given to:

- Whether the cost is of a type generally recognized as ordinary and necessary for the operation of the City or the proper and efficient performance of the State and/or Federal award;

- The restraints or requirements imposed by such factors as: sound business practices; arm's-length bargaining; Federal, state, local, and other laws and regulations; and terms and conditions of the State and/or Federal award;
- Market prices for comparable goods or services for the geographic area;
- Whether the individuals concerned acted with prudence in the circumstances considering their responsibilities to the City, its employees, the public at large, the State Government and/or Federal Government;
- Whether the City significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the cost

The City will insure that all grant reimbursement requests meet the definition of Allocable Costs (2 CFR § 200.405 and § 200.406) A cost is allocable to a particular grant, City agreement, vendor contract, program or other cost objective if the goods or services involved are chargeable or assignable to that cost objective in accordance with relative benefits received. This standard is met if the cost:

- Is incurred specifically for that cost objective; • Benefits both that cost objective and other work of the City and can be distributed in proportions that may be approximated using reasonable methods; and
- Is necessary to the overall operation of the City and is assignable in part to the specified cost objective in accordance with 2 CFR § 200.

Any cost allocable to a particular cost objective may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the City from shifting costs that are allowable under two or more cost objectives in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

If a cost benefits two or more projects or activities in proportions that can be determined without undue effort or cost, the cost must be allocated to the projects based on the proportional benefit. If a cost benefits two or more projects or activities in proportions that cannot be determined because of the interrelationship of the work involved, then the costs may be allocated or transferred to benefitted projects on any reasonable documented basis. Costs should only be charged net of all applicable credits. Applicable credits refer to those receipts or reduction-of-expenditure-type transactions that offset or reduce expense items allocable to the cost objective. Examples include:

- Purchase discounts;
- Rebates or allowances;
- Recoveries or indemnities on losses;
- Insurance refunds or rebates; and
- Adjustments of overpayments or erroneous charges

To the extent that such credits accruing to or received by the City relate to allowable costs, they must be credited to the State and/or Federal award either as a cost reduction or cash refund, as appropriate. These credits do not constitute program income.

The City will submit a draw request for eligible costs as often as is needed, subject to limitations in grant agreements and at least quarterly throughout the life of a project. The City will submit costs to a Grantor for draw within 60 days of receipt of invoices as allowable.

Pursuant to 24 CFR § 570.489(c), 2 CFR § 200.305(b), and 31 CFR § 205, the City when utilizing the cash advance method will minimize the time elapsing between the transfer of funds from the Federal or State agency and the disbursement by the City for eligible costs. This period must not exceed 5 business days from the date of receipt/deposit of funds.

APPENDIX A

PURCHASE AUTHORIZATION FORM

*I have been authorized to approve requests for purchases for the _____
_____ Department(s), budget number(s) _____
_____ up to \$49,999.99.*

In connection with that authorization, I certify that I have read and understand the Purchasing Rules and Regulations Policy and will abide by the guidelines, restrictions, and duties enumerated therein.

NAME:

(Please Type)

(Signature)

DATE: _____

APPROVAL _____
(Department Director)

APPENDIX B

EMERGENCY PURCHASE JUSTIFICATION FORM

This questionnaire has been designed to assist staff in providing information necessary in the processing of emergency requisitions for the purchase of products and/or services. Please complete and forward to Purchasing. If more space is needed, please attach additional page(s).

REQUISITION NO.: _____

1. State the reason for the emergency purchase by explaining what the emergency is and/or what caused the emergency situation:

2. State the financial or operational damage/risk that will occur if needs are not satisfied immediately (do not simply say there will be a loss or some damage):

3. State why the needs were not or could not be anticipated so that goods/services could not have been purchased following standard procedures:

4. State the reason and process used for selecting the vendor (attach all quotes/proposals received from other sources, if applicable):

5. State the part of the City's Purchasing Policy this Emergency Purchase falls under.

I certify that the above statements are true and correct, and that no other material fact or consideration offered or given has influenced this recommendation for an emergency procurement.

Submitted By: _____

Department Director: _____

Authorized Signature

Date

City Manager: _____

Authorized Signature

Date

APPENDIX C

DEPARTMENT:	DEPARTMENT CONTACT:	FUND:	DEPT:	ACCOUNT:	END USE:
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CITY OF TAYLOR

400 PORTER

TAYLOR, TX 76574

PURCHASE ORDER REQUISITION

PURCHASE ORDER #

REQUISITIONED DATE:	DATE NEEDED:	DATE RECEIVED:	SHIP VIA:	TERMS:
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ORDER FROM:**DELIVER TO:**

CONTACT PERSON:_____

PHONE: _____

[illegible]

REQUISITIONED BY:

APPROVED BY:

NOTE:

BEFORE PURCHASING ANYTHING THAT REQUIRES A PURCHASE ORDER, THIS REQUISITION MUST BE FILLED OUT COMPLETELY AND APPROVED BY THE DEPARTMENT DIRECTOR.

APPENDIX D

ADDITIONAL INFORMATION

BIDDING

TLGC § 252.022

(a) This chapter does not apply to an expenditure for:

1. A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;
2. A procurement necessary to preserve or protect the public health or safety of the municipality's residents;
3. A procurement necessary because of unforeseen damage to public machinery, equipment, or other property;
4. A procurement for personal, professional, or planning services;
5. A procurement for work that is performed and paid for by the day as the work progresses;
6. A purchase of land or right-of-way; and
7. A procurement of items that are available from only one source.
 - a. items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;
 - b. films, manuscripts, or books;
 - c. gas, water, and other utility services;
 - d. captive replacement parts or components for equipment;
 - e. books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and
 - f. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits;
8. A purchase of rare books, papers, and other library materials for a public library;
9. Paving drainage, street widening, and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements;
10. A public improvement project, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voters;
11. A payment under a contract by which a developer participates in the construction of a public

improvement as provided by Subchapter C, Chapter 212;

12. Personal property sold:

- a. at an auction by a state licensed auctioneer;
- b. at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code;
- c. by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or
- d. under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391;

13. Services performed by blind or severely disabled persons;

14. Goods purchased by a municipality for subsequent retail sale by the municipality;

15. (15) electricity; or

16. (16) advertising, other than legal notices.

(b) This chapter does not apply to bonds or warrants issued under Subchapter A, Chapter 571.

(c) This chapter does not apply to expenditures by a municipally owned electric or gas utility or unbundled divisions of a municipally owned electric or gas utility in connection with any purchases by the municipally owned utility or divisions of a municipally owned utility made in accordance with procurement procedures adopted by a resolution of the body vested with authority for management and operation of the municipally owned utility or its divisions that sets out the public purpose to be achieved by those procedures. This subsection may not be deemed to exempt a municipally owned utility from any other applicable statute, charter provision, or ordinance.

(d) This chapter does not apply to an expenditure described by Section 252.021(a) if the governing body of a municipality determines that a method described by Chapter 2269, Government Code, provides a better value for the municipality with respect to that expenditure than the procedures described in this chapter and the municipality adopts and uses a method described in that chapter with respect to that expenditure.

BONDING

Sec. 2253.021. PERFORMANCE AND PAYMENT BONDS REQUIRED.

(a) A governmental entity that makes a public work contract with a prime contractor shall require the contractor, before beginning the work, to execute to the governmental entity:

- (1) a performance bond if the contract is in excess of \$100,000; and
- (2) a payment bond if:

- (A) the contract is in excess of \$25,000, and the governmental entity is not a municipality or a joint board created under Subchapter D, Chapter 22, Transportation Code; or
- (B) the contract is in excess of \$50,000, and the governmental entity is a municipality or a joint board created under Subchapter D, Chapter 22, Transportation Code.

(b) The performance bond is:

- (1) solely for the protection of the state or governmental entity awarding the public work contract;
- (2) in the amount of the contract; and
- (3) conditioned on the faithful performance of the work in accordance with the plans, specifications, and contract documents.

(c) The payment bond is:

- (1) solely for the protection and use of payment bond beneficiaries who have a direct contractual relationship with the prime contractor or a subcontractor to supply public work labor or material; and
- (2) in the amount of the contract.

(d) A bond required by this section must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56th Legislature, Regular Session, 1959 (Article 7.19-1, Vernon's Texas Insurance Code).

(e) A bond executed for a public work contract with the state or a department, board, or agency of the state must be payable to the state and its form must be approved by the attorney general. A bond executed for a public work contract with another governmental entity must be payable to and its form must be approved by the awarding governmental entity.

(f) A bond required under this section must clearly and prominently display on the bond or on an attachment to the bond:

- (1) the name, mailing address, physical address, and telephone number, including the area code, of the surety company to which any notice of claim should be sent; or
- (2) the toll-free telephone number maintained by the Texas Department of Insurance under Subchapter B, Chapter 521, Insurance Code, and a statement that the address of the surety company to which any notice of claim should be sent may be obtained from the Texas Department of Insurance by calling the toll-free telephone number.

(g) A governmental entity may not require a contractor for any public building or other construction contract to obtain a surety bond from any specific insurance or surety company, agent, or broker.

(h) A reverse auction procedure may not be used to obtain services related to a public work contract for which a bond is required under this section. In this subsection, "reverse auction procedure" has the meaning assigned by Section 2155.062 or a procedure similar to that described by Section 2155.062.



City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☒ Economic Vitality

Agenda Item #: 7
Agenda Title: Consider Awarding Contract for Bank Depository Services

Council Action to be taken: Award Contract for Bank Depository Services to BBVA

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of this item is to communicate the results of a request for proposals for bank depository services and to consider awarding a contract for such services. The bank providing depository services will be the City's primary financial institution.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The City of Taylor entered into a 5-year bank depository service contract in 2015 with Citizens National Bank. The contract expired in June 2020 and the City entered into a 1-year extension of the 2015 contract. Citizens National Bank has been the City's depository bank since 2005.

On January 11, 2021 the City issued a Request for Proposal (RFP) for bank depository services. The RFP was posted on BidNet and was published in the Taylor Press on January 17 and January 20.

The banking services provided should allow the City to conduct business operations effectively and economically. The Request for Proposal (RFP) represents the City's cash management goals, specifies all required qualifications, the banking services required, the estimated activity volumes on all accounts, the method and terms of compensation, submission instructions and contract award provisions. All qualified institutions were invited to submit a proposal.

The banking services described in the RFP are directed toward three major goals:

- safety of City funds and securities
- efficient utilization of available banking services
- minimization of banking costs for the City

Requests for proposal packets were sent to the following banks:

- JP Morgan Chase
- BBVA Bank
- Regions Bank
- Citizens National Bank
- City National Bank

The City received two proposals, which were from our current depository bank Citizens National Bank and BBVA. Both banks have a branch within the Taylor city limits.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• BBVA provides industry standard security features such as ACH Positive Pay, Check Positive Pay, Check Payee Positive Pay, and multi-factor user authentication. These services are not available with our current depository • BBVA can provide safekeeping services for invested assets • BBVA can provide Purchasing Card services • Depository, Pcard and Safekeeping services can be consolidated with one institution for more efficient service • BBVA works with Brinks Armored Services for deposit pickup and processing • BBVA has a local branch • BBVA has a robust online banking platform that provides additional anti-fraud and security safeguards	• BBVA uses an earnings credit system to offset fees, which will likely result in slightly higher banking costs

4. RECOMMENDATION

Staff has reviewed the two proposals received and recommends awarding the contract to BBVA. BBVA provides anti-fraud programs that have been industry standards for over 20 years and are not available from our current depository. These security features are vital in protecting the City's funds and are minimum recommended standards. BBVA provides a robust suite of services that will allow the City to consolidate several financial services with one institution. This will lead to efficiencies for staff as the service

platforms can share information, facilitate money management, improve reconciliation processes, and provide additional security safeguards.

BBVA uses a hybrid account that provides earnings credits (interest) to offset bank fees. Any extra credits earned are deposited into the account as interest. Any fees that exceed earned credits are charged to the account. Based on current average daily balances and the number of chargeable items, it is anticipated that the earnings credit will offset the fees. However, a decrease in the average daily balance or increased banking activity could result in fees exceeding the earnings credit. The amount of any potential fees will be minimal and such fees would be justified by the extensive security and services provided.

Staff recommends that Council approve entering into a bank depository services contract with BBVA and authorize the City Manager to execute documents pertaining to the bank depository and safekeeping services.

5. FUNDING SOURCE

N/A

6. TIMELINE

Immediate consideration as the anticipated term of the contract is from April 1, 2021 – December 31, 2025.

7. OTHER OPTIONS (In order of preference)
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N/A

8. ATTACHMENTS

7a. [Bank Depository Services RFP](#)

7b. [BBVA Executive Summary](#)

7c. [PowerPoint Presentation](#)

CITY OF TAYLOR, TEXAS
REQUEST FOR PROPOSAL
BANK DEPOSITORY SERVICES

JANUARY 11, 2021

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REQUEST FOR PROPOSAL – BANK DEPOSITORY SERVICES

I. INTRODUCTION

The City of Taylor (hereinafter called “City”), is seeking bids from eligible financial institutions (hereinafter called “Bank”), to be the depository bank for the City. The term of the agreement is April 1, 2021 through December 31, 2025.

Through this contract the City intends to minimize banking costs, improve operational efficiency and information flow, and maximize its investment capabilities. The banking services provided should allow the City to conduct business operations effectively and economically. This Request for Proposal (RFP) represents the City's cash management goals, specifies all required qualifications, the banking services required, the estimated activity volumes on all accounts, the method and terms of compensation, submission instructions and contract award provisions. All qualified institutions, as defined below, are invited to submit a proposal.

Institutions responding to this Request for Proposal (RFP) must be insured through the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Administration (NCUA) and must be able to demonstrate a capacity to meet the City's requirements as stated in the RFP.

II. PROPOSER QUALIFICATIONS AND SUBMISSION INSTRUCTIONS

By submitting a proposal in response to this RFP, depositories will be deemed to agree to the mandatory contract and service provisions contained herein. This RFP and the proposal submitted will be incorporated into and form the basis of the bank depository services contract.

1. Proposal Format

In order to equitably evaluate each bank's ability to meet the banking service needs of the City, a standard format for all proposals is required.

The proposers must complete Attachment A and B and additional explanatory information may be included as part of a proposal. Only proposals submitted in the prescribed format using the provided Attachments will be considered and evaluated for contract award.

An electronic copy of this RFP, its exhibits and attachments, will be made available upon request. Proposers are solely responsible for any inadvertent alteration to the RFP, its exhibits and attachments. Submission of the Proposal must be in written form; no electronic or fax submissions are acceptable.

2. Schedule for Proposal Submission

The City will make every effort to adhere to the following schedule.

1/11/21	Release of Request for Proposal
1/21/21	Questions due to City regarding RFP from any proposer
1/27/21	Responses to any questions submitted to be provided to all known proposers
2/04/21	Deadline for proposal submission @ 12:00 pm CST
2/25/21	City Council award of contract
4/01/21	Anticipated Contract commencement

3. Proposal Submission

One (1) original and two (2) complete copies of each proposal shall be submitted by 12:00 pm CST on Thursday, February 4, 2021 to the address listed below. **Proposals received after that time will not be accepted or considered. The proposal must be bound and must be submitted in a sealed envelope or packet marked "Proposal for Bank Depository Services."** Electronically and Fax submitted proposals are **NOT** acceptable.

An accompanying transmittal letter must be signed by an individual authorized to bind the institution, state that the proposal is valid for 90 days from the submission date, and give full contact information regarding the proposal.

Proposals must be delivered by mail, express mail, or in person to:

Jeffrey B. Wood	512-309-6168
Director of Finance	jeffrey.wood@taylortx.gov
City of Taylor	
400 Porter Street	
Taylor, Texas 76574	

On the date of submission, proposals will be opened and identified by proposer name. Proposals will **NOT** be read aloud.

Restrictions on Communications with City Staff

All questions, regarding this RFP, or the services requested, will be accepted in e-mail form only at jeffrey.wood@taylortx.gov, with the inclusion of RFP Bank Depository Services in the subject line on or before 3:00 pm CST, Thursday, January 21, 2021. Responses to all material questions submitted will be communicated through e-mail to all known proposers by 5:00 pm CST, Wednesday, January 27, 2021.

Contact with any City staff, except the Director of Finance, in regard to this RFP is strictly forbidden and could result in rejection of the proposal. Oral explanations or instructions given before the award of the contract are not binding and do not form a part or alter in any way, the final agreements.

4. No Pre-Proposal Conference

There will be no pre-proposal conference.

5. Selection Criteria

Evaluation of proposal will be made on the basis of the following objectives:

Minimum Requirements

- Ability to meet the legal qualification and terms and conditions specified in the RFP.
- Financial strength and stability of the proposer.
- Completeness of the bid form and submission of the required information.
- Ability to provide sufficient collateral for deposits.

Scoring Requirements

- Time deposit interest rates- 10%
- Cost of Services- 25%
- Service location and availability- 15%
- Safety and creditworthiness of bank- 25%
- Ability to meet RFP specifications - 25%

Award may not necessarily be made to the Institution submitting the lowest price proposal. The City will choose the institution submitting the most responsive overall proposal to satisfy its needs.

6. City Reservation of Rights

The City reserves the right to:

- waive any defect, irregularity or informality in the proposal or proposal procedures,
- reject any and all proposals,
- accept or reject any proposal or portion thereof in whole or in part,
- request additional information or require a meeting with bank representatives for clarification,
- cancel, revise, and/or reissue this request for proposal,
- negotiate with proposers,
- modify deadlines, and
- select any proposal deemed to be in its best interest as determined by the City.

If any provision of this proposal or resulting contract is deemed invalid, the City reserves the right to retain all other provisions.

7. Proprietary Information

To the extent permitted by law, proposals will be opened in a manner that avoids disclosure of the contents until after award of the contract. Proprietary information contained in the proposal should be designated as such on each page containing the restricted information.

8. Fees and Charges

The City reserves the right to utilize either a fee basis or compensating balance basis (or a combination of each) for payment of services under the contract. The City reserves the right to change the payment methodology during the contract period upon no less than 30 days written notice to the bank with the change commencing the first of the following month. This will enable the City to take advantage of changing interest rate environments.

- Within five (5) business days after receipt of the monthly account analysis and approval of those fees by the City, the bank may direct debit the designated account for fees due.

A complete account analysis will be required monthly regardless of the payment basis.

All item and account charges will remain at the proposal price quoted for the duration of the entire contract period regardless of changes in service volumes during the period. Should new services be required during the contract period not contemplated by this RFP, those services will be provided at fees not more than the bank's then-current published rate.

III. CITY OVERVIEW

The City currently maintains two (2) bank accounts.

1. Operating Cash: This account is the City's general operating account. All of the City's operating revenues and disbursements are transacted through this account. Funds are deposited into this account on a daily basis. Approximately 250 checks per month are disbursed from this account.

- Most bank activity will occur in the Operating Account.
- The Operating account receives most deposits and processes accounts payable.
- Approximately \$2.1 million is processed in payables monthly.

2. Payroll: All City employees are paid from this account. Approximately 150 payroll direct deposit transfers are made from this account on a bi-weekly basis.

- Payroll is handled almost entirely via direct deposit. Disbursement is from the Payroll Account.
- The City has an average payroll of approximately \$240,000 with direct deposit for approximately 150 employees. Payroll is paid bi-weekly. These deposits are made via ACH transfers to 42 different financial institutions. A paperless method for generating these transactions is required.

Service Description	Average Monthly Activity
Items Deposited:	
Deposit Posted	234
ACH Deposits (includes utility draft items)	650
Returned Items (NSF)	8
Stop Payments	1
Wire Transfers: (other than for Controlled Disbursement)	
Average	4
Months of February & August	15
Controlled Disbursement Items-A/P Checks Paid	
<i>Avg Monthly AP Checks Cleared:</i>	200
ACH Withdrawals	
AP EFT Payments	125
IRS Payroll Tax Remittance-	2
Payroll	150
Average Balance (Operating account)	493,876

Deposits are couriered to the bank by armored car service under separate contract for the deposit of money orders, coin/currency, and some checks. Approximately 5,000 checks are deposited monthly using RemitPlus®, an automated electronic check processing system. The City of Taylor currently uses Elavon Merchant Services (EMS) to accept credit and debit cards over the telephone, in person and online for utility, municipal court, and Community Services payments. EMS then deposits, daily, the credit card payments.

Finance handles all reconciliation on the accounts and only one set of statements will be required.

Any or all City funds may be maintained and invested by the City outside this contract. All balance decisions will be made by the City. The City will be under no obligation to maintain funds in the bank except under a compensating balance situation.

Primary responsibility for administration of the banking services agreement within the City organization resides with the Director of Finance who will monitor the bank's performance against provisions of the agreement, including the bank's proposal submitted in the response to this RFP. The Director of Finance will be responsible for administering the agreement with respect to day-to-day activities, including deposits and withdrawals, Fedwire, ACH transactions, maintenance of account balances, daily reporting, etc.

A list of City personnel authorized to deal directly with the bank will be provided following award of contract. The bank shall provide the City with a similar list of authorized personnel.

IV. GENERAL STATEMENT OF BANKING SERVICES REQUIRED

The banking services described in this RFP are directed toward three major goals:

- safety of City funds and securities,
- efficient utilization of available banking services, and
- minimization of banking costs for the City.

Collateral

The City requires a depository that is fiscally strong and able to provide the required services on an uninterrupted basis. City funds are public funds and fall under provisions of the Public Funds Collateral Act (Texas Government Code Chapter 2257) and are further restricted by the City's Investment Policy (see Exhibit II). If funds are, for any reason not swept, all time and demand funds above FDIC insurance coverage must be collateralized to 102% with securities authorized by the City. Authorized collateral will include only:

- Obligations of the U.S. Government, its agencies and instrumentalities,
- Direct obligations of the State of Texas or its agencies and instrumentalities,
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States,
- Obligations of states, agencies, counties, cities and other political subdivisions of any state rated as to investment quality by a nationally recognized rating firm not less than "A" or its equivalent with a remaining maturity of ten (10) years or less,
- A surety bond issued by an insurance company rated as to investment quality by a nationally recognized rating firm not less than "A", or
- A letter of credit issued to the City by the Federal Home Loan Bank.

All securities pledged to the City will be held by an independent third-party institution outside the bank's holding company. The City, the bank and the custodian will execute a tri-party collateral/depository contract (unless the custodian is the Federal Reserve) under the terms of FIRREA (the Financial Institutions Resource and Recovery Enforcement Act) requiring a resolution of the Bank Board or Loan Committee. The Director of Finance is responsible for entering into collateralization agreements with third party custodians in compliance with the City's Investment Policy. The pledging bank will be contractually liable for securing and reporting the monthly market value of securities and for continuous monitoring and maintenance of required margin levels. The custodian will provide a monthly listing and valuation report directly to the City on the collateral pledged including security descriptions and market value. Preferably the custodian will provide the direct reporting and pricing on securities pledged.

The depository will be required to agree to all collateral requirements of this RFP.

V. FINANCIAL INSTITUTION QUALIFICATIONS

To be considered the proposal must include a complete response to each question in Section V.

1. In order to fulfill the City's fiduciary responsibility to protect public funds, each bank submitting a proposal shall provide:
 - a. an audited annual financial statement for the most recent fiscal period,
 - b. the bank's current CRA rating (noting the specific rating agency), and
 - c. a statement regarding any recent or foreseen merger or acquisition.
2. Describe the bank's philosophy and approach to satisfying the City's banking and customer service requirements.
 - a. What, if anything, is distinctive about the bank's approach to customer service?
 - b. What is distinctive about the bank's approach to its uses of automation?
 - c. Is the bank offering any transition incentive?
3. List references from at least three of the bank's current, comparable to public organization clients. Include the length of time under contract, a client contact, title, and telephone number.
4. Provide samples of reports, such as monthly analysis statement, bank statement, and collateral report.
5. The bank awarded the contract will be required to provide a proposed timeline for implementation to the Director of Finance of the contract including the timeline on specific activities and direct responsibilities of the City and the Bank during implementation. The timeline should contain sufficient time for any customization and training necessary on automated systems in particular.
6. The bank awarded the contract will be required to review the City's then-current Investment Policy and certify in writing to that review in accordance with the Texas Public Funds Investment Act certifying that the bank has sufficient controls in place to avoid transactions not authorized by the Policy. Provide agreement to this condition.

VI. REQUIRED BANKING SERVICES

To be considered, the proposal must include a response to each of the questions in Section VI and all associated fees must be detailed on Attachment A. All fees for all services anticipated must be detailed on the Attachment. Add any level of detail necessary for complete explanations.

1. Automated Cash Management Information Access

The City requires automated cash management information to support its services and daily balance reporting for timely access to balance information and transactions. Flexibility will be key to the usage. Minimum automated services shall include:

- prior and intra-day day summary and detail balance reporting on accounts payable and operating accounts,
- initiation and monitoring of stop pays,
- next day online check images,
- initiation and monitoring of account transfers, and
- initiation and monitoring of internal and wire transfers.

Preferably, monthly statements and account analyses will be available online. Prior and intra-day day balance reporting shall include:

- detail on all transactions including wire and ACH trailer information,
 - summary account reporting with prior day closing ledger and collected (available) balances, and
 - one-day float.
- a. Fully describe the bank's online service capabilities and whether service is to be a direct link or web based. List the system capabilities (i.e. balance reporting, wires, stop pay, etc.).
 - b. Describe back-up provisions and procedures to the automated system. What is the bank's back-up process to provide balance reporting and transactions in case of system non-availability? Describe provisions for off-site backup and continuation of services under acts of God or terrorist threats.
 - c. Are online service charges bundled or are separate modules charged independently? Describe.
 - d. State the access times and update times for daily information for balances, detail, wires, and transfers,
 - e. Does the basic system provide full trailer information on wires and ACH for identification purposes? Is this information available on a separate module?
 - f. Submit samples of major screens and reports available. Provide a website (and sign-on information if required) for an online review of the system, if available.
 - g. Specify any City hardware, software or telecommunications requirements for access.

- h. How many hours has the system been down in the last six months?
- i. Is the system a proprietary system or provided by a third-party?

2. Standard Deposit Services

Standard commercial deposit services are required for all accounts. Deposits are currently made by armored car and will consist of money orders, checks, coin and currency. Checks will not be encoded. Majority of the checks are processed through an automated electronic check processing system, RemitPlus®

The City requires same bank day credit on all cash (coin and currency) deposits and on-us checks.

The City currently allows its utility system customers to authorize the City to draft funds for payment of their monthly utility bills. Continuation of this service will be a requirement in the contract.

- **Utility Customer Drafts:** At present, 759 customers utilize bank drafts for payment of their City utility services. These drafts are made on a weekly basis (approximately 17 accounts on the 1st, 139 on the 3rd, 129 on the 10th, 279 on the 20th, and 195 on the 27th of each month). The drafts are made via ACH transfers from 117 different financial institutions. A paperless method for generating these transactions is required.

The City accepts credit and debit cards over the telephone, in person and online. The City uses EMS for merchant card services payment processing.

All cleared deposits received by the bank's established deadline must be processed for same day credit. The bank shall guarantee immediate credit on all incoming wire transfers, US Treasury checks, ACH transactions, on-us items, and U.S. government security maturities and coupon payments.

The City expects all deposited checks to clear based on the bank's current published FRB availability schedule, but, any expedited availability options should be noted in the proposal. **Failure to credit City accounts in a timely fashion will require interest payment reimbursement to the City at the then current daily Fed Funds rate.**

- a. What is the bank's daily cut-off time to assure same day ledger, and, pending availability, collected credit? Will this vary by bank location (lobby, teller, vault)?
- b. When are credit/debit advices sent to the City? Online or in paper form?
- c. When are online check images available?
- d. What type deposit bags are used?
- e. Are deposits identified by location and date? Where? What access is there to this information in reporting?
- f. Are dual verification security measures used on receipt of deposits? (Teller and vault processing.)

- g. State the bank's **Availability Policy** if it differs from the published **Availability Schedule**. State any exceptions to same day availability outside bank's published availability schedule.
- h. Does the bank offer expedited availability? Explain. Are any deposits or credits delayed for any reason?
- i. If provisional credit is given on deposit before verification, when does verification occur?
- j. Include a list of all the bank's deposit and vault locations.

3. Returns and Chargeback's

Unless directed otherwise, the Bank will automatically re-deposit return items a second time. Items returned a second time will be charged to the City's operating cash account and returned promptly to the City's Finance Department.

4. Standard Disbursing Services

Standard disbursing services for all accounts are required to include the payment of all City checks without charge upon presentation. The City prints check format and information simultaneously with an automated signature. An average of 250 A/P checks are written per month with a monthly average of \$ 2.1 million.

- a. What constitutes a standard check signature for the bank?
- b. Are there any fees for special signature requirements such as dual signatures?
- c. Does the bank offer extended storage for checks? What time periods?
- d. Does the bank image all checks or return checks?
- e. Is there a cost for the return of checks?
- f. Will the bank cash free of charge all on-us checks for City employees?

5. Funds Transfer and Wire Services

Incoming wire transfers must receive immediate same day collected credit. Wire initiation and monitoring should be available online. The City will require compensation for delays caused by bank errors at that day's Fed Funds rate.

- a. Are there additional fees for initiation of wires by phone?
- b. Is any paper transaction required on wire/transfer online transactions?
- c. How will the bank notify the City of incoming wires? When? Is there a specific notification mechanism?
- d. Include a description of security provisions, PIN requirements, and back-up systems for wires.
- e. What secondary or tertiary authorization features are available online? Is dual authorization required?
- f. Is future dating of wires available? How far in advance?
- g. State wire access times, posting times, and cut-offs.

6. Optical Imaging

- a. Is optical imaging currently available? Online? On CD?

- b. What is the process for retrieving the images online? Are security sign-on provisions in place?
- c. When is the CD available monthly?
- d. What items are captured online (checks, statements, deposit slips, deposited items, etc.)? On the CD? List all contents on the CD.
- e. Describe your online retrieval capabilities. Which images are available online?
- f. When and how long are images retained online? Does the bank provide optional extended availability? Is there an additional charge for extended online availability?
- g. Describe any City software or hardware requirements.

7. ACH Services

ACH services are required.

- a. Is the ACH service fully available online as well as file transmission? Is the City able to initiate individual ACH transactions online?
- b. What filters and blocks are available on the ACH transactions?
- c. Are ACH addenda shown in their entirety online and on reports?
- d. State data transfer alternatives, requirements and limitations (transmission, web, or tape).
- e. State the availability policy for debit and credit ACH transactions.
- f. Does the bank routinely pre-note? Is the pre-note charged as a standard ACH transaction? If not, how is it charged?
- g. Are there any specific ACH reports on paper or online? If so, please describe.
- h. What is the deadline for transmission for a payroll to credit employee accounts on Friday?

8. Collateral Requirements

Authorized collateral shall be pledged against the total time and demand deposits net of FDIC insurance with a 102% margin on the collateral maintained at all times by the bank. Requirements beyond the Public Funds Collateral Act must be met.

The proposal must state agreement to the following terms and conditions.

- All collateral pledged to the City must be held in an independent, third party bank outside the bank's holding company.
- A tri-party safekeeping agreement shall be executed between the City, the depository, and the safekeeping bank for custody of pledged securities in full compliance with FIRREA requiring a bank resolution. (Or completion of Circular 7 if the Federal Reserve is acting as custodian.)
- All time and demand deposits will be collateralized at a minimum of 102% of principal plus accrued interest at all times, net of FDIC insurance.
- The bank will be contractually liable for the continuous monitoring and maintaining of collateral at the City's required margin levels.
- Pledged collateral will be evidenced by original safekeeping receipts/report sent directly to the City by the custodian within one business day.

- The City shall receive a monthly report of collateral pledged including description, par, market value and CUSIP.
- Any substitutions of the securities pledged or reductions in the total amount pledged shall be made only by and with the proper written authorization, approved by the City Manager or his/her designee.
- Authorized collateral shall comply with the City's then-current Investment Policy.
- All collateral shall be subject to inspection and audit by the Director of Finance, his/her designee, or the City's independent auditors.
 - a. State the bank's acceptance of the collateral conditions above.
 - b. Does the bank propose any online safekeeping arrangements? If so, describe fully and attach the agreement used.
 - c. Does the bank propose any collateral charges, if so how is the charge applied? (Note charges incurred as a result of the conditions, such as security type restrictions, on Attachment A as well.)
 - d. Provide the bank's standard collateral agreement for review.

REPURCHASE AGREEMENTS ARE NOT ACCEPTABLE AS COLLATERAL TO THE CITY.

9. Account Analysis

Monthly account analysis reports must be provided for each account and on a consolidated account basis by the tenth of the succeeding month. Within five (5) business days after receipt of the monthly account analysis and approval of those fees by the City, the bank may direct debit the designated account for fees due.

A complete account analysis will be required monthly regardless of the payment basis.

- a. Provide a sample account analysis including calculation bases.
- b. State when the analysis will be available each month.
- c. Describe the ability of the bank to provide account analysis reports online. If online, how long are they accessible?

10. Monthly Statements

The bank must provide monthly account statements on all accounts with complete supporting documentation. All accounts must be on a calendar monthly cycle and statements received by the tenth of the succeeding month. Timeliness of statements is critical, and non-performance will be grounds for termination of contract.

At a minimum, the following information will be required:

- detail on all debit and credit transactions by account,
- all cleared checks,
- full wire and ACH detail and trailer information,
- all deposits,
- balance, and
- copies of all transactions performed by bank personnel.

- a. Describe the statements and provide a sample.
- b. Describe the ability of the bank to provide reports online and/or imaged.
- c. When are online or optically imaged reports available? If online, how long are they accessible? Are statements on the monthly CD?

11. Account Executive

To ensure smooth contract implementation and continuation of services, a specific local account executive and a back-up must be assigned to the City account to coordinate services and expedite the solution of any problem encountered. The account executive should be available to meet with City staff on banking matters as needed and at a minimum semi-annually.

- a. Provide the name and title of the proposed account executive with a short bio.
- b. Provide the name and title of the backup representative.

12. Overdrafts

Every effort will be made to eliminate intra-day and inter-day overdrafts. However, should this situation arise, state the bank's policy regarding account and total account overdraft policy and detail rates and fees, if any, to be charged on a per event or per account basis.

- a. Are all accounts aggregated for overdraft calculation purposes or do accounts stand-alone?
- b. State the rate basis for intra-day and inter-day overdrafts.

13. Stop Payments

The City rarely has stop pays. An automated stop pay process is desired.

- a. How long do stop pays remain in effect?
- b. What options are available for extended stop pay periods?
- c. What is the deadline for same day action on stop pays?
- d. Can stop pay orders be initiated online? Is a paper follow-up document required?
- e. Will the teller and clearing systems verify the check status before accepting the stop pay?
- f. Provide the stop pay authorization levels and notification requirements.
- g. What information on current and expiring stop pays is available online? When?

14. Electronic Deposits

The City utilizes an electronic deposit system for checks, currently RemitPlus®. The City currently scans all checks presented for payment and electronically submits the checks for deposit directly to the bank. Explain in detail the bank's process in accepting the deposit of checks electronically. Include the cost, hardware and software requirements, and any other relevant information.

15. Account Security

The City seeks to protect City funds from fraudulent activity. Utilization of services such as Check Positive Pay, Payee Positive Pay and ACH Positive Pay are essential to securing City funds. Describe in detail the security features offered by the bank and how they would be utilized to secure the City's funds.

VII. ALTERNATIVE SERVICES

Responding financial institutions are encouraged to indicate any reservations or exceptions to the RFP and submit alternative approaches. Such reservations or exceptions should be clearly noted in the proposal.

VIII. BANK COMPENSATION

The City will take into account all costs and earnings potential as part of the evaluation of each proposal. It is critical that the Attachments A and B be completed in their entirety.

Attachment A has been provided for the detailing of all fees. If the Attachment does not detail line item fees required for a particular service, the fee description and cost per identified unit should be added to the Attachment and identified by the applicable AFP code, if possible. Bundled fees should be clearly delineated especially regarding online services to assure accurate evaluation. Space has been provided for any necessary explanation on costs.

The City reserves the right to utilize either a direct fee basis or a compensating balance basis (or a combination of each) for payment of services under the contract. The City reserves the right to change the fee methodology during the contract period upon no less than 30 days written notice to the bank with the change commencing the beginning of the following month. This will enable the City to take advantage of changing interest rate environments.

- Regardless of the payment methodology a monthly account analysis will be required.

Any cost (bundled or unbundled) not included on Attachment A will not be paid under this agreement, with the exception of costs related to new or optional services negotiated subsequent to the initial agreement.

This is a five (5) year service agreement. Fees and service charges included in the successful proposal shall remain in effect for the initial five-year period; however, any Federal Reserve service charge increase may be passed through to the City upon 30-day written notice. Should new services be required during the contract period not contemplated by this RFP, those services will be provided at fees not more than the bank's then-current published rate.

Exhibit I:

GENERAL CONTRACT TERMS AND CONDITIONS

Any contract entered into as a result of this Request for Proposal will contain the following standard terms and conditions in addition to those incorporated into the Request for Proposal.

1.0 Applicability

The Request for Proposal, the Proposer's Response to the Request for Proposal, and these terms and conditions are applicable to and shall form a part of any contract executed.

2.0 Term of Contract and Option to Renew

This contract shall have a term of five (5) years.

3.0 Terms of Payment

Payment for services in connection with this contract shall be made on either a compensating balance or fee basis dependent on the then-current choice of the City. If the City chooses to utilize a fee basis, the fee should be stated on the monthly account analysis. The City has seven (7) business days after receipt of the account analysis to review the charges. If the City makes no changes or objections to the charges after this period, the fees may be made as an account analysis debit to the indicated account.

4.0 Extra-Contractual Services

Additional or new services may be added during the contract period; provided, however, that any such services shall be charged at not more than the then current published fee schedule of the bank, or upon rates and charges, to be negotiated between the City and Bank.

5.0 Laws, Statutes, and Other Governmental Requirements

5.1 The bank shall procure all necessary permits and licenses and abide by all applicable laws, regulations and ordinances of all federal, state, and local governments in which work under this contract is performed.

5.2 The bank shall pay any sales, use, personal property and other taxes arising out of this contract and the transaction contemplated hereby. Any other taxes levied upon this contract, the transaction, or the equipment or services delivered pursuant hereto, shall be the responsibility of the bank.

6.0 Taxes

The City is exempt from all federal excise, state, and local taxes unless otherwise stated in this document.

7.0 Indemnification

The bank shall save and hold harmless and indemnify City against any and all liability, claims and costs of whatsoever kind and nature for injury to or death of any person or persons and for loss or damage to any property occurring in connection with or in any incident to or arising out of the occupancy, use,

service, operations or performance of work in connection with this contract, resulting in whole or in part from the negligent acts or omissions of the bank. Bank hereby assumes full responsibility for the character, acts and conduct of all persons employed by bank.

This clause shall survive the cancellation of any Request for Proposal, the award of a contract to the bank as result of such Request for Proposal, and the termination of any such contract, until the period for which the bank is determined to be liable in accordance with local, state or federal statutes or regulations.

8.0 Contract Not a Guarantee of Purchase

This contract is not a guarantee of purchase. Purchases shall be made subject to fund availability, budgetary concerns, and other matters affecting, or which may affect, the procurement of services hereunder.

9.0 Non-Appropriation

This contract shall be subject to cancellation without damages or further obligation when funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period or appropriated year. In the event that funds are not appropriated, the bank shall not prohibit or otherwise limit the City's right to pursue and contract for alternative solutions and/or remedies as deemed necessary by the City for the conduct of its affairs.

10.0 Bankruptcy

In the event that a voluntary petition is file by the bank under the bankruptcy laws of the United States or a default occurs on any action required by the bank under this contract, or if an involuntary petition is filed against the bank and is not discharged within a reasonable period of time, or if the bank makes a general assignment for the benefit of creditors, the City may terminate this contract and utilize the conditions of the collateral/depository agreement to place a primary lien on all collateral pledged.

11.0 Attorney's Fees

In the event that either party deems it necessary to take legal action to enforce any provision of the contract, and in the event the City prevails, the bank agrees to pay all expenses of such action, including attorneys' fees and costs at all stages of litigation.

12.0 Termination

12.1 Termination for Default

The City, by written notice, may terminate this contract, in whole or in part, for failure of the Bank to perform any of the provisions of this contract. In case of default, the City reserves the right to purchase any or all items or services on the open market, charging the bank with any excess cost. Should such charges be assessed, no subsequent proposals of the defaulting bank shall be considered until the assessed charge has been satisfied. In such event, the bank shall be liable for damages including the excess cost of re-procuring similar items provided that if (1) it is determined for any reason that the bank

was not in default, or (2) failure to perform was beyond bank's control, fault or negligence, the termination shall be considered a termination for convenience.

12.2 Termination for Convenience

Either party may terminate this contract by providing the other party with a sixty (60) day written notice. In the event of such termination by the City, the City shall be liable for the payment of all approved work performed prior to the termination. In the event of such termination by the bank, the bank shall either perform all approved work or shall reimburse the City for payments already made to the bank by the City; such reimbursement shall be acceptable to the City and shall be made within thirty (30) days of bank's notice to terminate.

13.0 Severability

If any section, subsection, paragraph, sentence, clause, phrase or word of these requirements or the specifications shall be held invalid, such holding shall not affect the remaining portions of these requirements and the specifications and it is hereby declared that such remaining portions would have been included in these requirements and specifications as though the invalid portion had been omitted.

14.0 Assignment

This contract nor any duties or obligations herein shall be assignable without the prior written approval of the City.

15.0 Contract Changes

No modification or change of any provision in the resulting contract shall be made, unless such modification is mutually agreed to in writing by the bank and the City and incorporated as a written amendment to the contract. Memoranda of understanding and correspondence shall not be interpreted as amendments to the contract.

16.0 Governing Law

All contracts shall be governed by and all dispute between the parties construed under the laws of the State of Texas. Any actions or remedies pursued by either party shall be pursued in the state and federal courts of Williamson County, Texas.

17.0 Entire Agreement

This contract and all terms and conditions of service for individual services hereunder contain the entire agreement between the parties hereto. All prior negotiations or representations, whether written or verbal, not incorporated herein are superseded. No changes in or additions to this contract will be recognized unless made in writing and signed by both parties.

EXHIBIT II



INVESTMENT POLICY AND STRATEGY

CITY OF TAYLOR TEXAS

January 14, 2021

I. PURPOSE

A. Purpose

This investment policy satisfies the statutory requirements of the Public Funds investment Act (Chapter 2256, Texas Government Code) and shall be reviewed and adopted by the City Council at least annually. This Policy sets forth the investment and strategy guidelines in order to achieve the City's goals of safety, liquidity, diversification and yield, and preserve the public trust. It sets forth policy and procedures to enhance opportunities for prudent investment.

It is the policy of the City that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which provides the maximum security of principal through risk management and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state and City statutes. The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. The earnings from investment will be used in a manner that best serves the interests of the City.

B. Scope

This Investment Policy applies to all investment activities of the City and to all assets of all funds of the City of Taylor at the present time and any funds received in the future, *excluding the Employee Retirement Trust and the deferred compensation plan*. Any funds held in custody by the City of Taylor shall be administered in accordance with the provisions of these policies unless expressly prohibited by law. This Policy establishes guidelines for Council designated investment officers who invest City funds and establishes controls, reporting and review requirements. Bond funds (as defined by the Internal Revenue Service) shall be managed under this policy and in accordance with their governing resolution and all applicable State and Federal law.

II. INVESTMENT OBJECTIVES

A. Safety of Principal

The primary objective of all investment activity is the preservation of capital and the safety of principal in the overall portfolio. Each investment transaction shall seek to ensure first that capital losses are avoided, whether they are from securities defaults or erosion of market value.

B. Maintenance of Adequate Liquidity

The investment portfolio will remain sufficiently liquid to meet the cash flow requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements, investing in securities with active secondary markets, and maintaining appropriate portfolio diversification. A reasonable liquidity buffer for unanticipated expenses will be maintained.

C. Diversification

The policy of the City of Taylor will be to diversify its portfolio. This will be done to spread the risk of loss resulting from any concentration of assets in a specific maturity, a specific issuer or a specific market sector of investments. Investments of the City shall always be selected for stability of income and reasonable liquidity through active secondary markets.

D. Yield

Consistent with federal and state law, it will be the objective of the Investment Officer(s) to earn a reasonable market yield within the constraints of safety and liquidity. Benchmarks of the six-month and one-year Treasury Bills are established to measure risk and yield. The one-year Treasury Bill benchmark matches the maximum dollar weighted average of the portfolio which is set at one year.

E. Maturity

Portfolio maturities will be staggered, if market conditions are favorable, in a way to achieve the best available yield and interest while providing the necessary liquidity to meet the City's cash needs. The maximum allowable stated final maturity of any individual investment owned by the City will be three years and the maximum dollar weighted average maturity will be one year.

1. Sale of Securities before Maturity

The City Investment Officer(s) may sell securities before maturity if:

- a. market conditions present an opportunity for the City to benefit from sale;
- b. funds are urgently needed to meet unforeseen expenses, even if there is a loss of interest and/or principal due to the sale;
- c. a security has lost its minimum required credit rating as an authorized investment.
[Sec. 2256.02], or
- d. a brokered certificate of deposit security loses its FDIC insurance.

F. Quality and Capability of Investment Management

It is the City's policy to provide the training required by the Public Funds Investment Act, Sec. 2256.008 for the Investment Officer(s) through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the City's Investment Officer(s) in making investment decisions. The Council will approve the authorized training sources.

The City may contract with a non-discretionary, SEC registered investment adviser to assist in management of the portfolio(s) and act as an Investment Officer of the City.

III. INVESTMENT STRATEGY

A. General Strategies

In conjunction with the annual policy review, the City Council shall review the investment strategy for each of the City's fund types. The investment strategy must describe the investment objectives for each fund type according to the following priorities:

1. investment suitability,
2. preservation and safety of principal,
3. liquidity,
4. marketability prior to maturity of each investment,
5. diversification, and
6. yield

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds except recognized long-term or reserve funds..

The City may commingle the funds from various portfolios for investment purposes. If commingled the unique needs of all the funds will be considered and met. The total portfolio shall have a maximum weighted average maturity of one year and a maximum maturity of three years.

B. Investment Strategies by Fund Type

Investment strategies by general fund-type follow. Sub-portfolios are created which reflect these fund types.

1. General Operating Funds

General operating funds are controlled by monthly liability needs and require short-term liquidity to meet upcoming liabilities. Diversified investment maturities shall match anticipated monthly cash flow based on the anticipated needs of the City. Short-term investment pools, money market mutual funds or bank deposits shall provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments. A small liquidity buffer can be used to meet unanticipated needs. Marketable securities with active and efficient secondary markets and high credit quality are used in the event of an unanticipated cash requirement.

The dollar weighted average days to maturity for the operating fund portfolio shall equal to or less than one year and the maximum allowable maturity shall be three years. The Investment Officers will monitor and manage the average days to maturity.

2. Bond Proceeds

Bond proceeds used for construction programs have reasonably predictable draw down schedules, therefore investment maturities shall generally follow anticipated cash flow requirements. Because of the potential for variance from the anticipated draw down schedule and actual expenditures most investment securities shall have active and efficient secondary markets. Investment pools and money market mutual funds shall provide readily available funds generally equal to one month's anticipated cash flow needs or as a competitive yield alternative for short term fixed maturity investments. A singular 'flex' repurchase agreement may be utilized with disbursements allowed as necessary to satisfy any expenditure request.

Market conditions and the arbitrage regulations may influence choices for investments. Generally the City will attempt to meet or exceed the applicable arbitrage yield for the bond issue. If the arbitrage yield cannot be exceeded, then concurrent market conditions will determine the investments. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

3. Repair and Replacement Funds

The investment maturity of repair and replacement funds shall generally be limited to the anticipated cash flow requirement of the budgeted project schedule. Market conditions and the anticipated spending schedule shall determine the investment strategy. Investment securities shall be diversified and sufficiently liquid to cover the unpredictability of emergency repairs.

4. Debt Service Funds

Debt service funds shall be invested to ensure adequate funding for each consecutive debt service payment. The Investment Officer shall invest in such a manner as not to exceed an "un-funded" debt service date. The predictability of each payment reduces guides the investment.

5. Bond Reserve Funds

Bond reserve funds have no anticipated expenditures. The funds are deposited to provide annual debt service payment protection to the City's bondholders. The funds are "returned" to the City at the final debt service payment. Maturities shall generally not exceed the call provisions of the bond issue to reduce the investment's market risk if the City calls the bonds with a need for the reserve fund to be liquidated. No investment maturity shall exceed the final maturity of the bond issue.

Bond resolution constraints and insurance company restrictions create issue-specific considerations in addition to the Investment Policy. Specific maturity and average life limitations will guide investments.

6. Operating Reserve Funds

The operating reserve funds are essentially City savings. Reductions are generally not anticipated. Therefore, the predictability of the cash requirements of other City funds will govern the appropriate maturity mix. Market conditions, City financial condition and risk/return analysis may adjust the strategy.

7. Fiduciary Funds

Fiduciary Funds are used to report assets held in a trustee or agency capacity for others. The funds principal therefore cannot be used to support the City's programs. Since the purpose of these funds is for investment only, market conditions and risk/return analysis may adjust the strategy to the maximum maturity of ten years.

IV. AUTHORIZED INVESTMENTS

A. Authorized Investments

City funds, governed by this Policy, shall be invested only in investments authorized by this Policy. Investments described below are authorized and further described by the Public Funds Investment Act (Chapter 2256, Texas Government Code). All securities shall be purchased on a competitive basis.

1. Obligations of the United States, its agencies and instrumentalities, excluding all mortgage backed securities with a stated final maturity not to exceed three years.
2. Other obligations, the principal and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities.
3. Obligations of any US states, agencies, counties, cities, and other political subdivisions of any state having been rated not less than "A" or equivalent by a nationally recognized investment rating firm and a maximum stated maturity of three years. .
4. Fully collateralized repurchase agreements having a defined termination date, placed through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas, and secured in accordance with this Policy, The term includes direct security repurchase agreements and reverse repurchase agreements under a master repurchase agreement.
5. Fully insured or collateralized depository certificates of deposit issued by State and national banks domiciled in Texas and collateralized in accordance with this Policy and governed.
6. AAA-rated, SEC registered money market mutual funds in compliance with SEC Rule 2a-7 which strive to maintain a \$1 stable net asset value.
7. Local government investment pools which strive to maintain a \$1 net asset value as further defined in Section 2256.016 of the Texas Government Code.
8. A1/P1 or equivalent rated commercial paper with a stated maturity of 270 days or fewer from the date of purchase
9. State and local government debt from any US state, rated A or better by a nationally recognized rating agency with a maximum maturity of three years to stated maturity.
10. FDIC insured brokered certificates of deposit securities from a bank in any US state, delivered versus payment to the City's safekeeping agent, not to exceed one year to maturity. Before purchase, the Investment Officer or Adviser must verify the FDIC status of the bank on www.fdic.gov to assure that the bank is FDIC insured.
11. Fully insured or collateralized Interest bearing depository accounts in any bank doing business in Texas.

V. INTERNAL CONTROLS

The City shall seek to control the risk of loss due to the failure of a security issuer or grantor. Such risk shall be controlled by investing only in the safest types of securities as defined in the Policy; by qualifying the broker, dealer and financial institution with whom the City will transact, by collateralization as required by law; and through portfolio diversification by maturity and type.

A. Delivery versus Payment (DVP)

The purchase of all securities shall be executed "delivery versus payment" (DVP) through the City's depository or safekeeping agent. By so doing, City funds are not released until the City has received, through the safekeeping agent, the securities purchased. To perfect DVP, the city's depository or safekeeping agent as a broker/dealer.

B. Loss of Required Credit Rating

The Investment Officer or Investment Adviser shall monitor, on no less than a weekly basis, the credit rating on all authorized investments in the portfolio requiring ratings, based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by Policy, the Investment Officer or Adviser shall notify the City Manager of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available, within a reasonable time after the loss of the required rating. Liquidation shall be made on a prudent basis.

C. Monitoring FDIC Insurance

The Investment Officer or Investment Adviser shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the City based upon information from the FDIC. If any bank has been acquired or merged with another bank in which brokered CDs are owned, the Investment Officer or Adviser shall immediately liquidate any brokered CD which places the City above the FDIC insurance level.

D. Diversification by Investment Type

The City's Portfolio shall be diversified to eliminate the risk of loss resulting from concentration of assets in a specific maturity, a specific issuer or a specific class of investments. Investments of the City shall always be selected that provide for stability of income and reasonable liquidity.

Bond proceeds may be invested in a single flex repurchase agreement or SLUG if the Investment Officer determines that such an investment is reasonable or is necessary to comply with Federal arbitrage restrictions .

E. Diversification by Investment Maturity

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Portfolios will be laddered to address known monthly liabilities.

F. Ensuring Liquidity

Liquidity shall be achieved by anticipating cash flow requirements, by investing in securities with active secondary markets and by investing in eligible money market mutual funds, local government investment pools and interest bearing bank accounts.

A security may be liquidated to meet unanticipated cash requirements, to re-deploy cash into other investments expected to outperform current holdings, or otherwise to adjust the portfolio.

VI. COLLATERALIZATION

Consistent with the requirements of State law, the City requires all time and demand deposits to be i Texas banks and to be federally insured or collateralized with eligible securities. Financial institutions serving as City Depositories will be required to sign a Depository Agreement with the City and the custodian of pledged securities. The Agreement will be executed in compliance with FIRREA. The portion of the Agreement shall define the City's rights to the collateral in the event of default, bankruptcy, or regulatory closing and shall establish a perfected security interest in compliance with the FIRREA regulations:

1. Agreement must be in writing;
2. Agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
3. Agreement must be approved by resolution of the Bank Board of Directors or the bank loan committee and a copy of the meeting minutes must be delivered to the City;
4. Agreement must be part of the Depository's "official record" continuously since its execution.

Repurchase agreements must also be secured in accordance with State law. Each counter party to a repurchase transaction is required to sign a copy of the Public Securities Association Master Repurchase Agreement as approved by the City. An executed copy of this Agreement must be on file before the City will enter into any transactions with a counter party. All Master Repurchase Agreements must be approved by the Administrative Policy Committee.

All securities pledged to the City for these deposits shall be held by an independent third party institution outside the holding company of the pledging bank.

In order to anticipate market changes and provide a level of additional security for all funds, the market value of the collateral will be maintained at 102% of total principal and accrued interest. The depository will be responsible for monitoring and maintaining the collateral and margins daily. The custodian or pledging bank will provide monthly reports to the City detailing the collateral and including current market values.

A. Allowable Collateral

Acceptable collateral for deposits and repurchase agreements shall include only:

1. obligations of the U.S. Government, its agencies and instrumentalities, including mortgage backed securities and CMO passing the bank test,
2. US state and local obligations rated A or better, and
3. letters of credit from FHLB Banks (for time and demand deposits only).

Preference will be given to pledged securities.

B. Collateral Levels

1. Time and Demand Deposits

The market value of the principal portion of collateral pledged for time and demand deposits must, at all times, be equal to or greater than 102% of the total deposit, less the applicable level of FDIC insurance.

2. Repurchase Agreements

The market value of the principal portion of collateral owned under the repurchase agreement must, at all times, be equal to or greater than 102% of the total outstanding repurchase agreement amount.

C. Monitoring Collateral Adequacy

1. Time and Demand Deposits

The City shall require monthly reports with market values of pledged securities from all financial institutions/custodians holding City time and demand deposits. . The Investment Officers will monitor adequacy of collateralization levels to verify market values and total collateral positions.

2. Repurchase Agreements

Daily monitoring by the provider and Investment Officers of market values of all underlying securities purchased for City repurchase transactions is required.

D. Additional Collateral and Securities

1. Time and Demand Deposits

If the collateral pledged falls below the total value of the deposit less FDIC insurance, the institution will take action or will be notified by the Investment Officers and be required to pledge additional securities no later than the end of the next succeeding business day.

2. Repurchase Agreements

If the value of the securities underlying a repurchase agreement falls below the margin maintenance levels specified above, the provider will immediately provide additional securities.

E. Safekeeping of City Owned Securities

1. Safekeeping Agreement

The City shall contract with its depository or another bank for the safekeeping of securities owned by the City .

2. Safekeeping of Time and Demand Deposit Collateral

All collateral securing time and demand deposits shall be held by a third party banking institution acceptable to the City.

3. Safekeeping of Repurchase Agreement Securities

The securities purchased under repurchase agreements must be delivered to a third party custodian approved by the City.

VII. INVESTMENT ADVISORS AND BROKER/DEALERS

Investment selection for all funds shall be based on legality, appropriateness, liquidity, and risk/return considerations. All City investment portfolios shall be pro-actively managed to enhance interest income.

Non-discretionary Investment Advisors shall adhere to the spirit, philosophy and specific term of this Policy and shall invest within the same "Standard of Care." Investment broker/dealers shall adhere to the spirit, philosophy and specific term of this Policy and shall avoid recommending or suggesting transactions outside that "Standard of Care."

Selection of brokers/dealers must be registered with the Texas State Securities Commission, the Securities Exchange Commission, and the Financial Industry Regulatory Association (FINRA) or their successors.

Selection of Investment Advisors and broker/dealers will be performed by the Investment Officer. The Investment Officer will establish criteria to evaluate Investment Advisors and broker/dealers, including:

1. Adherence to the City's policies and strategies;
2. Investment performance and transaction pricing within accepted risk constraints;
3. Responsiveness to the City's request for services, information and open communication;

4. Understanding of the inherent fiduciary responsibility of investing public funds;
5. Similarity in philosophy and strategy with the City's objectives

The City Council will adopt the list of authorized broker/dealers proposed by the Investment Officer at least annually. The list is attached as Attachment A to the Investment Policy.

Broker/dealers shall provide timely transaction confirmations and monthly portfolio reports. Investment Advisers shall provide complete monthly and quarterly reports. Both will receive a copy of the City Investment Policy whenever material changes are made.

Local government pools in which the City participates shall be presented a written copy of this Investment Policy. The pool shall execute a written instrument substantially to the effect that the pool has received and reviewed this Investment Policy, and acknowledged that the pool has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities with the City.

VIII. INVESTMENT OFFICERS RESPONSIBILITY AND CONTROLS

A. Authority to Invest

The Director of Finance shall be designated by City Council resolution as the "Investment Officer" of the City. The Investment Officer is authorized to create investment accounts, deposit, withdraw, invest, transfer, execute documentation, and otherwise invest City funds according to this Policy. The Investment Adviser may invest through the non-discretionary Investment Adviser. In his/her absence, the Accountant, Assistant City Manager and/or City Manager may serve as Investment Officer in his place and are subject to the same training requirements and must adhere to the policies set forth in this Policy.

The Director of Finance as Investment Officer shall attend at least one training session, within twelve months of assuming these duties, that addresses investment controls, security risks, strategy risk, market risks, and compliance with the Public Funds Investment Act.

B. Investment Officer Required Training

All designated Investment Officers shall:

1. Attend ten (10) hours of training within 12 months after designation as Investment Officer from an independent source approved by the City Council. Instruction will include the Investment Officer's legal responsibilities; and
2. Attend eight (8) hours of investment training session not less than once in a two fiscal year period relating to investment responsibilities from an independent source approved by the City Council.

C. Prudent Investment Management

The designated Investment Officer(s) shall perform their duties in accordance with the adopted Investment Policy and internal procedures. The Investment Officer acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

D. Standard of Care

The standard of care shall be the "prudent person rule" and shall be applied in the context of managing the overall portfolio within the applicable City and legal constraints. The Prudent Person Rule states:

"Investments shall be made with judgment and care, under circumstances then prevailing, that a person of prudence, discretion and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived."

E. Liability of City Investment Officer

The City Investment Officer is not responsible for any loss of City funds through the failure or negligence of a depository. Sec. 113.005 Local Government Code does not release the Investment Officer from responsibility for a loss resulting from the official misconduct or negligence of the Investment Officer, including misappropriation of funds, or from responsibility for funds until a depository is selected and the funds are deposited.

F. Personnel Authorized to Transact Investment Transactions

All investment transactions and directions concerning collateral levels and substitutions shall be made by the designated Investment Officer(s) and documented fully. Complete monthly reports shall be provided the City Manager and City Council reporting all transactions.

G. Standards of Ethics

The designated Investment Officer shall adhere to City's Code of Conduct. Additionally, the Investment Officer shall file with the Texas Ethics Commission and the City Council a statement disclosing any personal business relationship as defined in the Public Funds Investment Act (2256.005(i)) with any entity seeking to sell investments to the City with which relationships exist within the second degree by affinity or consanguinity to the Investment Officer.

H. Establishment of Internal Controls

The Director of Finance will oversee the maintenance of a system of internal controls over the investment activities of the city in accordance with this Policy.

IX. REPORTING

A. Monthly and Quarterly Reports

Investment performance will be monitored and evaluated by the Investment Officer(s). The Investment Officer(s) will provide monthly and quarterly comprehensive reports in accordance with the Public Funds Investment Act. The Investment Officer(s) shall sign each quarterly report with a statement of compliance. At a minimum the investment reports shall:

1. Describe in detail all the investment positions of the City,
2. State the reporting period beginning market value; additions or changes to the market value during the period and ending market value for the period of each portfolio or sub-portfolio,
3. State the maturity date of each investment security,
4. State the fund for which each investment security was purchased, and
5. Detail earnings for the period and summarize allocations.

Market prices will be obtained from independent prices.

B. Annual Report and Audit

The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the City's Investment Policy and strategies.

X. REVIEW AND AMENDMENT

The City of Taylor City Council shall review its investments policy and investment strategies on no less than an annual basis. It shall be the duty of the Investment Officer to notify the City Council of any significant changes proposed in investment methods or procedures prior to their implementation. The resolution adopting the Policy and Strategies of the City shall note all changes made to the Policy and Strategies.

ATTACHMENT A

APPROVED BROKER/DEALER LIST

CITY OF TAYLOR

January 14, 2021

The following firms are in compliance with the City's Investment Policy requirements and are in good standing with the Securities and Exchange Commission and State of Texas.

Bank of America/Merrill Lynch
BOK Financial
Cantor Fitzgerald
Falcon Square
FHN Financial
Great Pacific Securities
Incapital
StoneX Group Inc
Jefferies
Mizuho Securities
Morgan Stanley
Moreton Capital Markets
Mutual Securities
Oppenheimer
Piper Sandler & Co.
Raymond James
RBC Capital Markets
Robert W. Baird
Siebert Williams Shank
Stifel Nicolaus
UBS Financial Services
Vining Sparks
Wells Fargo

These brokers meet City investment policy requirements and have been provided a copy of the City's investment policy which is re-sent to each broker/dealer whenever material changes are made to the policy.

Executive Summary

The City of Taylor's vision, as outlined in the 2020 Strategic Plan, is to "be good stewards of the City's resources by exploring alternative or new revenue streams, defining processes and procedures that make doing business easy, and sustain growth."

What if ...

... the City could partner with a financial institution that would help make this vision a reality?

"What if" ... these two little words can open a realm of possibilities. At BBVA, we'll work with you to help harness the power of a strong banking relationship to implement strong controls, minimize processing costs, improve operational efficiencies, and find new sources of revenue.

What if you had a partner that could help you secure the City's assets, streamline your back-office processes to provide quantifiable cost savings, and find new revenue streams?

The City may consider new cash management practices to align with those we see in other similarly-sized municipalities. This includes fraud protection and automated reconciliation services, remote deposit capture, and electronic payment solutions.

We have helped our clients see significant improvements by:

- Creating new revenue streams by moving vendors to commercial card payments and earning a rebate
- Improving working capital by accelerating receivables while lowering costs by making electronic check deposits
- Protecting accounts from fraud with real-time positive pay and reconciliation services, as well as lowering risks by converting to electronic payments
- Reducing labor-intensive processes by automating month-end reconciliations, streamlining payment initiation, and outsourcing check printing and mailing
- Eliminating manual tasks, such as implementing consumer bill pay processing (sometimes referred to as Electronic Lockbox) for receipt of payments generated from consumer bank bill pay programs

We can meet your needs and help you implement incremental services to accommodate your current volumes. New process and procedures will also position you for further growth by leveraging technology and allowing you to reallocate your staff's time to other value-added tasks.

What if you could transition to a better banking relationship without a major disruption to your daily operations?

Our team of implementation specialists will help ensure changing to BBVA is not a burden. You will receive one-on-one or group training on our services, including helpful tips that allow you to take full advantage of the features and functionality of our systems. In coordination with the City staff, BBVA will develop and execute a specific implementation project plan to ensure a smooth and orderly transition.

What if you could bank with a partner that truly understands your needs?

By partnering with BBVA, the City of Taylor can enjoy a relationship with a bank that is committed to providing reliable service every day. From the accuracy and timeliness of processing your activity to being available to address any questions or training needs you may have, we'll be with you. Presently, we service 6,110 accounts for public funds and educational organizations throughout Texas, Alabama, Arizona, Colorado, Florida, and New Mexico totaling nearly \$6.4 billion in balances. Of those, we hold over 4,575 accounts and \$3.5 billion in balances in Texas. From the Texas Public Funds portfolio, ***300 accounts with \$600MM in assets are managed by your Central Texas Team***. This means you can be confident that you have selected a bank, and relationship management team, that understands the needs of the City.

Our Public Funds Treasury Management Officer, Jackie Basile, will maintain frequent contact with you to review the City's accounts and services. She will also keep you informed of new banking service developments and enhancements that may produce cost savings resulting from process improvements. Furthermore, BBVA will introduce a designated, local Public Funds Relationship Manager, Edward Hanna, for all of your banking needs.

Part of the City's vision is to conduct business operations effectively, economically, and securely. You will find those capabilities at BBVA. By working together, the City can ensure minimal costs, improve operational efficiency and information flow, and maximum investment capabilities.

We look forward to helping you explore the realm of possibilities.

Financial Proposal

With BBVA, you will receive the benefit of quality treasury management services priced at a ***substantial discount*** from our standard rates. To minimize and offset service fees, BBVA is pleased to offer the City an account structure that will ***simplify*** and ***automate*** cash management.

We are pleased to offer the ***Public Funds Analyzed Interest Checking Account***, also known as the Hybrid Account, for **all** of the City's bank accounts.

Deposit balances in the Hybrid Account earn credits that **offset** service fees. Once service fees are completely offset, the remaining balances will **automatically earn interest income**.

- With the Hybrid Account, there are no excess balances or unused earnings credits. Collected balances will be used to offset depository service fees by receiving an **earnings credit rate (ECR) at BBVA preferred rate plus 5 bps (.05%)**. **As of January 31, 2021, the preferred rate was 26 bps which would have resulted in a 31 bps (0.31%) earnings credit rate for that month.**
- Funds in excess of those needed to offset fees, up to \$20MM, will **automatically earn hard dollar interest at 90-Day Treasury plus 4 bps (0.04%)**. **As of January 31, 2021, the 90-day Treasury was 6 bps which would have resulted in an interest rate of 10 bps (0.10%) for that month.**

We have also **eliminated** the bank's standard 10% reserve requirement and FDIC Insurance assessment to allow the City to use **100% of their collected balances for service offset and interest**.

Transition Incentives

- **\$2,500 for Transition Costs.** As an incentive to move its depository business to BBVA and offset transition costs, including staff time, banking supplies, deposit tickets, deposit bags, stamps, coin wrappers, check stock and/or any additional checks scanners that may be needed, BBVA will provide a one-time cash payment of \$2,500 to the City.
- **Waived Depository Supervisory Assessment (FDIC Insurance).** BBVA will waive the monthly depository supervisory fee for the term of the depository contract.
- **Waived Reserve Requirement.** BBVA will waive the monthly reserve requirement for the term of the depository contract.
- **Waived Service Fees or the First Two Months.** The price discounts and the ECR are designed to enable the City to minimize or completely offset service fees. However, should the City incur net service fees in the first two months of the contract period, BBVA will refund those service fees.
- **Two (2) Free Remote Deposit Scanners.** If the City should decide to implement traditional Remote Deposit Capture Service in City offices that do not use RemitPlus, BBVA will provide the City with two (2) TS240-50 remote deposit scanners *free of charge*.

Proposal Expiration

BBVA agrees that all information contained in the submitted proposal is valid for 90 days from the date of submission or until a final contract is approved, whichever occurs first.

Other

Please note pricing is developed using the volumes and deposit balances provided in the RFP. Should the actual volumes prove to be substantially different, the bank reserves the right to revisit pricing. Fees for recommended services and incremental services not listed in the RFP will be negotiated at the time of request.



Bank Depository Services Bid Award

What We Did

- Current depository services contract expired June 2020. Contract was extended one year.
- Staff issued a Request for Proposal on January 11, 2021
- Two proposals were submitted
 - Citizens National Bank (current depository)
 - BBVA
- Only one proposal fulfilled all the conditions of the RFP
 - BBVA
- Staff evaluated both proposals and then held a follow-up conference call with BBVA
- Staff is recommending that BBVA be awarded the bank depository services contract, including the safekeeping of invested assets

Reasons for Recommendation

- BBVA offers industry standard antifraud safeguards not provided by our current depository
 - ACH Positive Pay
 - Check Positive Pay
 - Payee Positive Pay
 - Multi-factor user authentication
 - Individual user restrictions
- BBVA can provide our investment safekeeping services currently provided by a separate institution
- BBVA can provide our Purchasing Card program currently provided by a separate vendor
- BBVA provides a robust online platform that will provide staff more efficiencies in account reconciliation, money transfers between accounts and eventually Pcard management
- BBVA has a local branch at 1701 N Main Street to serve us and has a dedicated Treasury Management team to assist us
- BBVA was the only complete proposal submitted

Funding / Cost

- Costs associated with bank depository services are on a per item basis
- Costs are offset by earnings credits (interest earned on deposited money)
- Initial analysis provided based on the number of transactions and average daily balance indicates that the earnings credit will offset the fees
- Additional transactions per month, additional service utilization, or lower daily balances could result in actual fees incurred
- Any fees incurred should be minimal and are worth it compared to the additional security features and services provided by BBVA

Recommendation

Staff is recommending that Council award the bank depository services contract to BBVA and authorize the City Manager to negotiate and execute any documents necessary pertaining to the bank depository and safekeeping services



City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☒ Streets/Infrastructure
- ☐ Quality of Life
- ☐ Economic Vitality

Agenda Item #: 8
Agenda Title: Receive update on Drainage Master Plan

Council Action to be taken: Receive presentation

Department Submitted:

Staff Contact: Jim Gray, Public Works Director/Dan Franz, PE, Halff

1. PURPOSE/DESCRIPTION

Presentation by Halff Associates Inc., on update of the City of Taylor Drainage Master Plan

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Halff was contracted by the City of Taylor in December 2019 for preparation of a city-wide drainage master plan. This Master Plan is to cover the full limits of the City as well as incorporate and reassess all locations previously analyzed as part of the MDUS program. Halff received a stop work directive in early April 2020 due to the COVID pandemic outbreak. Direction was received on July 30, 2020 to reinstate analysis. A virtual public open house was conducted from Oct 14 through Nov 30 to allow citizens to comment and provide additional information on locations of interest.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Identification of projects to mitigate drainage issues as identified in the Master Plan • Updating of the MDUS rate schedule to coincide with necessary future improvements. • Master Plan to demonstrate necessary improvements and pro rata share for potential developments. • Identification of potential detention areas	• Fiscal Expense of the Master Plan

4. RECOMMENDATION

Requested approval of the presentation.

5. FUNDING SOURCE

General Fund Revenues

6. TIMELINE

Master Plan submittal for City review on schedule for June 2021. Master Plan will identify Drainage CIP project and prioritization along with cost estimates and reanalysis of the MDUS rate study. Final overall report anticipated for City acceptance in July 2021.

7. OTHER OPTIONS (In order of preference)
--

N/A

8. ATTACHMENTS

8a. [Power Point presentation](#)



City of Taylor Drainage Master Plan

City Council Update

March 11, 2021

INTRODUCTION

- History of flooding and erosion issues
- Increased development has caused more frequent flood impacts to residents' properties
- Increased number of flood complaints received by the City
- Halff Associates hired December 2019 to develop a comprehensive inventory of existing drainage infrastructure, floodplains, flood problem area identification, and flood mitigation solutions
- Due to COVID-19, DMP temporary hold April – July 2020
- Anticipated completion July 2021



MUNICIPAL DRAINAGE UTILITY SYSTEM

- Halff supports the drainage needs of the City
 - 5 years and ongoing under the MDUS
- Developed a comprehensive inventory of existing drainage infrastructure/concerns
- 35 Municipal Drainage Utility System locations previously studied by Halff Associates



DATA COLLECTED

- Road crossing survey and field reconnaissance
- Resident videos, photos, and descriptions of flooding
- Virtual public meeting feedback
- Resident questionnaire via Survey Monkey



PUBLIC INPUT

- Virtual Public Meeting
 - Available October 14th – November 12th; Reposted thru November 30th
 - 49 unique log-ins
 - 4 additional flooding areas identified with photos and notes
- Survey Monkey
 - 32 questionnaire responses
- 17 direct emails from residents



DRAINAGE MASTER PLAN ANALYSIS

- Local Flood Risk
 - Identifies ponding in streets, properties
 - Not directly related to riverine flooding
 - Conducted 2D rapid assessment to identify local flooding
- Riverine Flood Risk
 - Road overtopping, flooding in excess of stream banks, erosion
 - Turkey Creek, Bull Branch, Mustang Creek, and tributaries



Add Exhibit



IDENTIFYING CONCENTRATED FLOODING AREAS

- Preliminary riverine floodplains
- Local flooding
- MDUS points, direct public input, virtual public meeting data
- Drainage Concerns classified based on potential solutions (still to be evaluated)



Add Exhibit



DRAINAGE SOLUTIONS CURRENTLY BEING EVALUATED

- Structural
 - Storm drain improvements
 - Channel improvements
 - Road crossing improvements
 - Drainage channels / ditches
- Non-Structural
 - Property buy-out (TBD)



OTHER DRAINAGE ALTERNATIVES

- Regional Detention
 - Bull Branch most significant stream for evaluation
 - Unlikely to provide significant reduction in flooding
 - Ongoing coordination with LBCWCID
 - Local flooding to be minimally benefited by detention
 - Greatest benefit is in riverine flooding where a large volume can be stored
- Local Detention
 - Limited space / benefit



NEXT STEPS

- Develop flood mitigation solutions for identified project areas
 - Project Summary Sheet
 - Project Cost Estimate
- Prioritization of drainage projects
- Develop a storm drain maintenance plan in coordination with City Staff
- Evaluate / provide drainage utility fee recommendations
- Draft review June 2021
- Anticipated acceptance July 2021





City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☐ Streets/Infrastructure
- ☐ Quality of Life
- ☐ Economic Vitality

Agenda Item #: 9

Agenda Title: Receive a presentation and discuss the recommendations of the alley inventory and maintenance report prepared by HDR

Council Action to be taken: Receive presentation and discuss next steps

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

This agenda item provides for a presentation of the alley inventory and maintenance priorities report prepared by HDR.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On July 16, 2020 staff presented information to City Council regarding the responsibility of property owners to maintain landscaping within alleys and the parkway portion of the public rights-of-way.

Following the presentation Council reaffirmed the ordinance requirements and directed staff to take the following steps:

1. Notify any property owners for whom the City had been maintaining the parkway in front of their properties that the City would no longer provide that maintenance.
2. Prepare an inventory of all alleys to identify the current condition and develop a prioritization of alley maintenance.
3. Work with the Tree Advisory Board to develop strategies for dealing with the maintenance of trees within the public rights-of-way.

In late August, the City Manager authorized a task order with HDR to prepare a geodatabase of all alleys in the City, perform desktop and field reconnaissance to determine the current condition of the alleys and to provide the results in a GIS format for staff to use to prioritize which alleys need to be addressed first from a maintenance standpoint.

HDR completed their alley assessment field work in November and prepared a geodatabase and a report summarizing their findings. This agenda item will allow staff and HDR to present the findings and discuss next steps.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• N/A	• N/A

4. RECOMMENDATION

Staff recommends receiving the report and discussing next steps.

5. FUNDING SOURCE

The alley inventory task order with HDR in the amount of \$22,000 was funded from the City's general engineering services budget.

6. TIMELINE

Initial workshop with City Council on right-of-way maintenance – July 16, 2020
Follow up presentation to Council – August 27, 2020
Third presentation to Council – December 10, 2020

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

9a. [Alley inventory memo from HDR](#)

Memo

Date: Tuesday, March 02, 2021

Project: Alley Inventory and Assessment

To: Tom Yantis, AICP, City of Taylor

From: Leslie Pollack, PE, PTOE HDR Engineering

Subject: Summary of Key Findings

An inventory and assessment of alleys within the City of Taylor was conducted in the fall of 2020. Detailed information was collected on alley conditions including documentation of surface conditions, obstructions, utilities and other factors that impact alley usage. This information is presented to the City of Taylor in a GIS web interface for further evaluation and consideration. The tables and charts presented below are intended to supplement the GIS web interface.

<https://hdr.maps.arcgis.com/apps/webappviewer/index.html?id=edb3b9e96d2d4afda4dbdb56e8672e34>

Alley Maintenance Considerations

Alleys currently utilized by vehicles to access residential and commercial properties should be maintained such that passenger vehicles can traverse the alley. Alleys with City of Taylor-owned utilities (water, wastewater, drainage) should be accessible by City vehicles to provide regular and routine maintenance and service. In addition, alleys with utilities owned by other entities (electric, gas, telephone, etc.) should likewise be maintained or utility easements granted. These alleys are summarized below to be prioritized for maintenance operations. Alley surface types are also presented for planning of maintenance operations.

FIGURE 1. ALLEY VEHICLE UTILIZATION

■ Alleys Utilized by Vehicles ■ Alleys Not Utilized By Vehicles

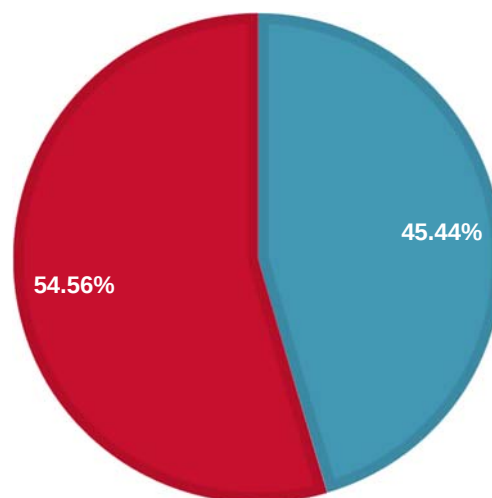


Table 1. Alley Vehicle Utilization

Alley Description	Mileage	Percentage
Total Alleys in City of Taylor	15.56	100.00%
Alleys Utilized by Vehicles	7.07	45.44%
Alleys Not Utilized by Vehicles	8.49	54.56%

Table 2. Alley Vehicle Utilization - Surface Type Detail

Alley Description	Mileage	Percentage
Alleys Utilized by Vehicles	7.07	100.00%
Surface Type Gravel	1.83	25.88%
Surface Type Paved	1.46	20.64%
Surface Type Dirt/Grass	3.78	53.47%

FIGURE 2. ALLEYS AND UTILITIES

- Alleys with City Owned Utilities
- Alleys with Private Utilities and No City Owned Utilities
- Alleys with No Utilities

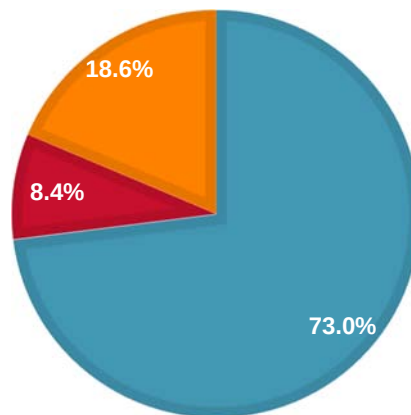


Table 3. Alleys and Utilities

Alley Description	Mileage	Percentage of Alley Network
Total Alleys in City of Taylor	15.56	100.00%
Alleys with City Owned Utilities	11.36	73.01%
Alleys with Private Utilities and No City Owned Utilities	1.30	8.35%
Alleys with No Utilities	2.90	18.64%

Table 4. Alleys with Utilities – Vehicle Access Detail

Alley Description	Mileage	Percentage
Alleys with Any Utilities	12.66	100.00%
Alleys Accessible by Vehicles	8.38	66.19%
Alleys Inaccessible by Vehicles	4.28	33.81%

Table 5. Alleys with Utilities – Surface Type Detail

Alley Description	Mileage	Percentage
Alleys with Accessible Utilities	8.38	100.00%
Surface Type Gravel	1.51	18.02%
Surface Type Paved	1.42	16.95%
Surface Type Dirt/Grass	4.82	57.52%
Surface Type Other	0.63	7.52%
Alleys with Inaccessible Utilities	4.28	100.00%
Surface Type Gravel	0.28	6.56%
Surface Type Paved	0.04	1.05%
Surface Type Dirt/Grass	3.42	80.09%
Surface Type Other	0.54	5.85%

Abandonment Considerations

Several alley conditions were considered to determine a potential for abandonment of these alleys by the City.

- Many alleys in the City of Taylor are not currently utilized by vehicles. It is recommended that these be considered in the future for abandonment, where they are not needed for utility access.
- The presence of utilities in alleys should be considered while determining candidacy for abandonment. Access to utilities for maintenance operations warrants maintaining an alley.
- Alleys with encroachment of private properties, often including the presence of structures in the alley, should be investigated for abandonment.
- Some parcels within the City of Taylor were identified as locations that were likely intended to be an alley, or easement, but were not currently operating in that capacity. These are considered “unconfirmed” as part of this assessment. Further research should be conducted to determine feasibility of abandoning these alleys.

The following alleys are not utilized by vehicles and have no utilities requiring maintenance. Alleys with either parcel encroachment or structures could be prioritized for more near-term abandonment. It should be noted that some alleys will have parcel encroachment and no structures, but all alleys with structures fall under the category of parcel encroachment. Additionally, some of the unconfirmed alleys may have parcel encroachment and/or structures. Due to these overlaps, the table below is not additive, and a single alley could be included in multiple categories.

Table 6. Alley Candidates for Abandonment

Alley Description	Mileage	Percentage of Alley Network
Total Alleys in City of Taylor	15.56	100.00%
Candidates for Abandonment	2.42	15.55%
Unconfirmed Alleys	1.67	10.73%
Alleys with Structures	0.94	6.04%
Parcel Encroachment	1.61	10.35%
Unutilized Alleys	0.91	5.85%

Further title research is recommended before abandonment of any City of Taylor alleys.

Summary

The alley inventory and assessment found that alleys in the City of Taylor generally fall under three categories:

- Alleys utilized by vehicles that are currently accessible
- Alleys with utilities that are not accessible by vehicles. These need to be prioritized for maintenance.
- Alleys that are candidates for abandonment. These are alleys not utilized by vehicles, without utilities, and potentially with parcel encroachment and structures in the alleys.

FIGURE 3. ALLEY MAINTENANCE AND ABANDONMENT SUMMARY

■ Continue Maintenance ■ Prioritize Maintenance ■ Candidates for Abandonment

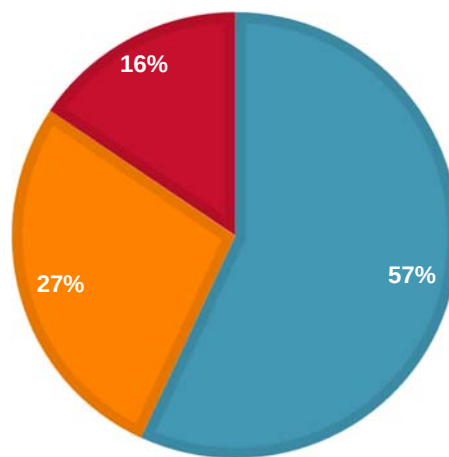


Table 7. Alley Maintenance and Abandonment Summary

Alley Description	Mileage	Percentage of Alley Network
Total Alleys in City of Taylor	15.56	100.00%
Ensure Continued Maintenance	8.86	56.94%
Prioritize Maintenance	4.28	27.51%
Candidates for Abandonment	2.42	15.55%



City Council Meeting March 11, 2021 Transmittal Letter

STRATEGIC PILLAR

- ☒ Streets/Infrastructure
- ☒ Quality of Life
- ☒ Economic Vitality

Agenda Item #: 10

Agenda Title: Consider an interlocal agreement with the Capital Area Rural Transportation System (CARTS) related to a grant to prepare a feasibility study for improvements to the Amtrak station in downtown Taylor.

Council Action to be taken: Consider approving the Interlocal Agreement (ILA)

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

This agenda item provides for the consideration of an ILA between the City and CARTS related to a feasibility study for improvements to the Taylor Amtrak station.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

CARTS applied for a grant with TXDOT last year to prepare a feasibility study and concept plan for improvements to the Amtrak station area in downtown Taylor. CARTS was awarded the grant by TXDOT. Through discussions between CARTS and the City it was determined that it would be beneficial to have the City with the assistance of HDR manage the project in order to more closely coordinate the work with the City's downtown master plan and to leverage City relationships with Union Pacific Railroad and Amtrak.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
- Provides for the City to manage the feasibility study and concept plan using HDR's rail and transit experts - Provides for better coordination between the Amtrak station improvements and the City's downtown masterplan	N/A

4. RECOMMENDATION

Staff recommends authorizing the City Manager to execute the ILA with CARTS and the task order with HDR to complete the feasibility study and concept plan for improvements to the Amtrak station area in downtown Taylor.

5. FUNDING SOURCE

Funding for the HDR task order will be provided by CARTS through the grant that they received from TXDOT in the amount of \$100,000.

6. TIMELINE

The grant from TXDOT stipulates that the feasibility and concept plan must be completed and the grant funds expended by the end of August 2022.

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

10a. [ILA with exhibits](#)

10b. [Interlocal Agreement](#)



Exhibit A - TASK ORDER

This Task Order pertains to an Agreement by and between The City of Taylor, TX. ("OWNER/CITY"), and HDR Engineering, Inc. ("ENGINEER"), dated April 18, 2018, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: 13

PROJECT NAME: City of Taylor Amtrak Station Feasibility Study and Concept Plan

PART 1.0 PROJECT DESCRIPTION:

The project consists of identifying feasible alternatives, assess the Amtrak station and develop plans through the conceptual design level of completion. A final report with the above findings will be delivered to the City of Taylor, TX.

PART 2.0: SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

1. Project Management and Administration
 - a. Coordination with OWNER to initiate project, provide updates on progress and discuss deliverables.
 - b. Prepare monthly progress reports and invoices
 - c. Attend one (1) meeting with OWNER to discuss project outcome and one (1) monthly meeting to review progress.
2. Scoping Study and Conceptual Design Phase
 - a. Concepts will consider, build on, and reinforce the City of Taylor Comprehensive Plan and the City of Taylor Downtown Master Plan and its vision for downtown by fostering economic growth, civic pride, multimodal connectivity and the creation of a "place" that is an amenity to the rail users, broader city population and tourists.
 - b. Evaluate the existing Taylor Amtrak Station and perform a feasibility analysis for a new platform shelter building. The shelter will be based on an Amtrak prototype that has been developed in the Stations Guidelines. The annual ridership for the station is less than 7,500 and falls within the shelter station

category. An air-conditioned waiting room with seating will be considered in the development of the program and design study.

- Amtrak's American with Disabilities Act Station Program (ADASP) has the station scheduled for ADA improvements.
 - These are tentatively scheduled for design in FY21 with possible construction in FY22. It is recommended that the City of Taylor coordinate with Amtrak to ascertain the impacts of this feasibility study with the anticipated improvements scoped by Amtrak.
- c. Provide an optioneering analysis that will focus on facilitating decision making and prioritization of the interventions that will have the highest impact in creating a legible, recognizable and connected urban realm. A branded place that is easy to navigate – using intuitive wayfinding and reinforced by prescriptive signage – comfortable, safe and maintainable.
- Assess multimodal connectivity, including connecting transit services provided by Capital Area Rural Transit System (CARTS) and others as appropriate, walking and bicycling to facilitate a full range of access to and from the station. While CARTS has an established transit depot nearby, HDR will coordinate with the agency to maximize connectivity to services at the station that best meet community mobility needs.
 - Evaluate and propose the range of information products needed, as well as an overarching conceptual user information plan that will establish the framework necessary. The goal is to provide the right information at the right time and at the right place within the distinct user's journeys.
3. Evaluation of Existing Conditions: HDR will perform the following tasks to provide a comprehensive assessment of the existing site conditions, programming and initial concept sketches.
- a. Review the site information and record drawings, if available from Amtrak or Union Pacific Railroad, and perform a site visit to review existing conditions for general conformance with record drawings.
 - b. Perform a visual field survey to evaluate existing lighting, existing seating and the existing local material palette including local context evaluation.
 - c. Utilize Urban Footprint web platform in the analysis and create user profiles to best inform the options. The focus will be on orchestrating a frictionless experience to all users and create a destination that seamlessly ties into Taylor's urban realm, while supporting the station area regeneration and goals outlined in the vision for downtown Taylor.



- d. Benchmark the potential improvements against similar national and international precedents to provide urban realm interventions that are within best practice but also innovative and “tailored” to Taylor’s specificities. HDR believes that public spaces activation, increased connectivity and a safe environment are great tools in improving city life and as catalysts for development and prosperity.
4. Alternatives Analysis: HDR will perform an alternative analysis based on the information gathered above to include:
 - a. Evaluate two options based on the program to conceptually layout the station and understand how to bring in visitors to the station from destinations within Taylor.
 - The alternate will be used to assess the relative magnitude construction costs at the station and aid in the selection concept to include in the CRISII Grant. Alternatives will be developed in conformance with the Texas Accessibility Standards (TAS), Americans with Disabilities Act Accessibility Guidelines (ADAAG), the local code requirements, Amtrak Station Design Guidelines and industry best practices to enhance passenger experiences.
 - Prepare a “Rough Order of Magnitude” (ROM) construction cost estimate for each alternative. The relative cost of utility work/relocation will be evaluated for each alternate; a low/mid/high cost of materials will be included in each alternative ROM.
 - Based on stakeholder engagement and technical analysis, HDR will develop a set of recommendations to improve multimodal connectivity to and from the site.
 - b. Prepare an Alternatives Analysis Report summarizing each alternate for the station. Floor and Roof Plans, elevation, and section views sufficient to illustrate the alternates studied will be included and noted affected utilities will be identified. The alternate selected by the City of Taylor will be advanced for further development in the Conceptual Design Report.
5. Conceptual Design: Based on the selections by the City of Taylor from the Alternatives Analysis, advance the selected alternate to the Conceptual Design Level of completion, including:
 - a. Develop one (1) conceptual design plan for the station identifying all items necessary to provide a clear path of travel from the sidewalk to the train. The conceptual design shall conform to the Texas Accessibility Standards (TAS),



Americans with Disabilities Act Accessibility Guidelines (ADAAG), the local code requirements, Amtrak Station Design Guidelines and industry best practices to enhance passenger experiences.

- b. Prepare a conceptual cost estimate for the work associated with the station concept
- c. Prepare a Conceptual Design Report. The report will include diagrams, floor plans, elevations, and sections of architectural elements, and rough order of magnitude construction costs associated with providing an accessible path of travel from the parking lot, to the station and to the train platform.

6. Deliverables

- a. Conceptual Station Shelter Design Drawings depicting program selected by the City of Taylor
- b. Optioneering Matrix and Recommendations
- c. Urban design plan including site furnishings, signage, curb alignment and urban realm features
- d. Recommended materials and site furnishings palette.
- e. Conceptual level Rough Order of Magnitude Cost Estimate
- f. One (1) Concept Rendering

7. Exclusions:

- a. Topographic, geotechnical, structures, and utilities surveys are not included in this scope.

PART 3.0: OWNER'S RESPONSIBILITIES:

The City will furnish or assist the ENGINEER in obtaining the following items and services:

- 1. Ongoing guidance, timely reviews and decisions necessary to complete the services required by this contract.
- 2. Additional items or services as defined in subsequent work authorizations necessary to complete this contract.

PART 4.0 PERIODS OF SERVICE:

Services described in this Task Order will be completed within four months of Task Order execution and Notice to Proceed from OWNER.



PART 5.0 PAYMENTS TO ENGINEER:

ENGINEER will submit monthly progress invoices with status reports for all work completed for the period of service listed in the invoice.

ENGINEER will perform the work to complete scoped tasks for a lump sum fee of One Hundred Thousand dollars (\$100,000.00).

Fee Summary

Task 1 – Project Management & Administration	\$12,888.00
Task 2 – Scoping Study & Conceptual Design Phase	\$18,376.00
Task 3 – Evaluation of Existing Conditions	\$22,868.00
Task 4 – Alternative Analysis	\$18,906.00
Task 5 – Conceptual Design	\$4,816
Task 6 – Deliverable Production	\$20,266.00
Direct Expenses	\$1,880.00
Total	\$100,000.00

This Task Order is executed this _____ day of _____, 20____.

"OWNER"

BY: _____

NAME: _____

TITLE: _____

ADDRESS: _____

710 Hesters Crossing Suite 150 Round Rock, TX 78681-7838
(512) 685-2900

HDR ENGINEERING, INC.
"ENGINEER"

BY:  _____

NAME: _____

TITLE: _____

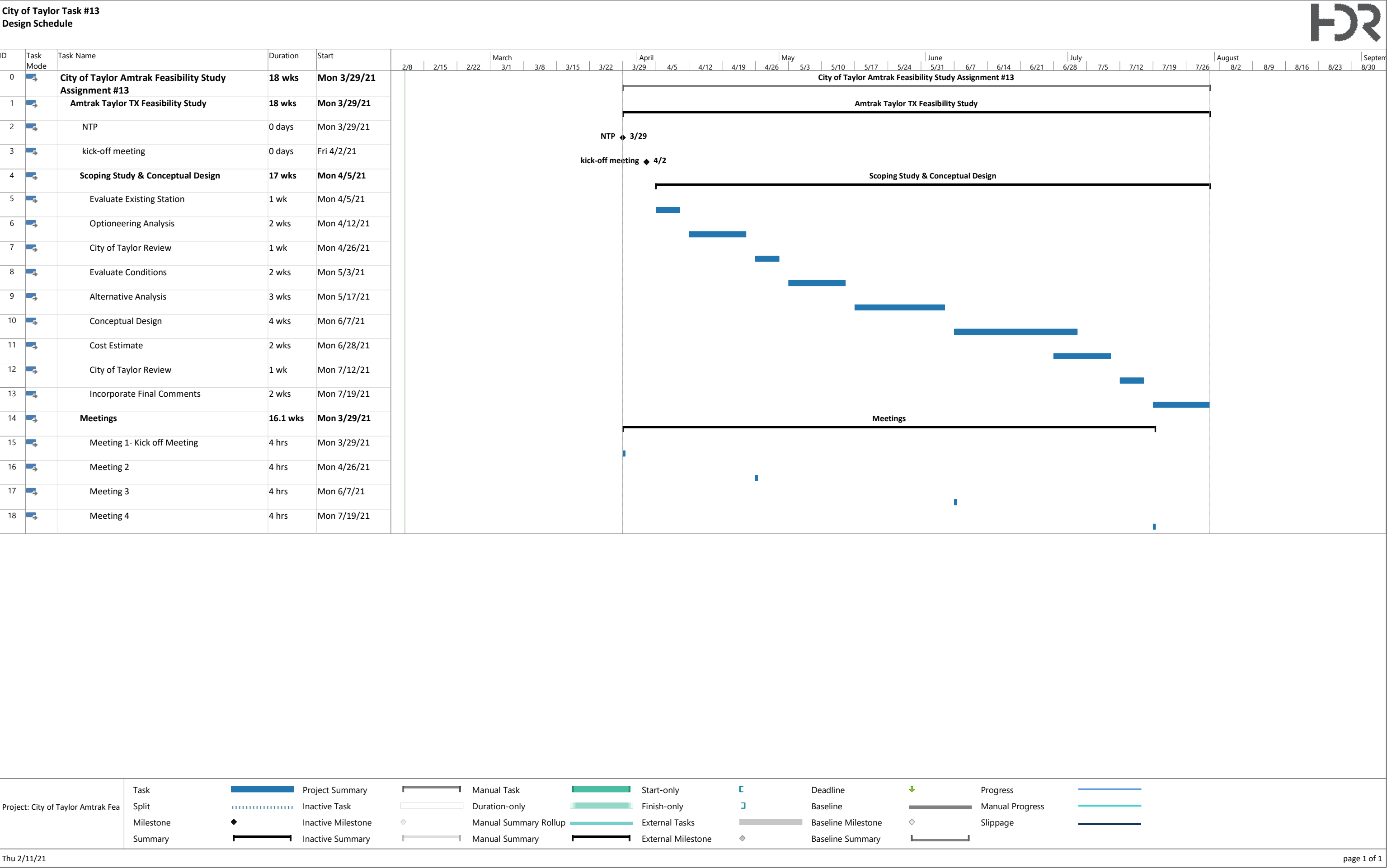
ADDRESS: _____

Mark Borenstein

Senior Vice President

710 Hester's Crossing Road,
Suite 150
Round Rock, Texas 78681
TBPE Firm Registration F-754

EXHIBIT B - DESIGN SCHEDULE

Start-onlyFinish-onlyExternal TasksExternal MilestoneBaseline MilestoneBaseline SummaryDeadlineBaselineProgressManual ProgressSlippage

Thu 2/11/21

page 1 of 1

INTERLOCAL AGREEMENT

This INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and between, CAPITAL AREA RURAL TRANSPORTATION SYSTEM, a rural transit district created under Chapter 458 of the Texas Transportation Code, hereinafter referred to as “CARTS,” and the CITY OF TAYLOR, Texas, a home rule municipal corporation organized under the laws of the State of Texas, hereinafter referred to as the “City,” acting by and through their duly authorized representatives.

WHEREAS, the City of Taylor and CARTS are local governments as defined in §791.003 of the Texas Government Code, and

WHEREAS, CARTS has secured a planning grant from the Texas Department of Transportation (TXDOT) to determine the feasibility of the performance of a governmental function or service, that being constructing platform facilities and related passenger amenities at the downtown arrival point for the Amtrak Texas Eagle passenger train, and

WHEREAS, the Union Pacific Railroad Company (UPRR) owns the right-of-way on which such facilities would be constructed and therefore liaison with the UPRR local and regional representatives will be a substantial part of the planning project, and the City has an extant working relationship with those officials, and

WHEREAS, the City has HDR, an engineering team, on retainer that can assist in the necessary technical work implicit in the feasibility review and liaison work with the UPRR, and

WHEREAS, both the CARTS and the City are authorized to individually perform the governmental function or service provided for by this Agreement, and

WHEREAS, both the CARTS and the City desire to enter into this Agreement, pursuant to and in accordance with the Interlocal Cooperation Act, Chapter 791, Texas Government Code, for the purpose of developing and sustaining more transportation solutions for the community.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, and the benefits to accrue to the citizens of the City and CARTS’s customers, the parties contract, covenant and agree to provide certain governmental services and functions as follows:

1. Purpose & Use

The purpose of this Agreement is to provide the City funding to accomplish the purposes set out in the grant agreement between CARTS and TXDOT to further the mutual goal of CARTS and the City to enhance the safety and accessibility of boarding facilities for the traveling public using AMTRAK services on the Texas Eagle route scheduled stop in Taylor, Texas.

2. Term

The term of this Agreement shall commence on the date that this Agreement is last executed by the respective parties, and shall continue in effect for one year, and will automatically renew for an additional one-year term unless one party provides written notice to the other party of an intention not to renew this Agreement at least ninety (90) days prior to the expiration of the then-current term.

3. Responsibilities of CARTS

CARTS agrees to:

- a. Participate in key meetings with officials.
- b. Provide technical support on intermodal aspects of the project.
- c. Provide the City financial support for professional staff from HDR tasked with providing technical support and coordination with the UPRR and AMTRAK on behalf of the City. Payments from CARTS to the City shall be remitted within 30 days of receipt of monthly updates on project status and corresponding billings for services.

4. Responsibilities of the County

The City agrees to:

- a. Complete those actions necessary to determine feasibility of constructing platform facilities and passenger amenities at the downtown location that AMTRAK uses for passenger services to and from Taylor.
- b. Provide preliminary engineering and cost estimates for those facilities and complete environmental investigation sufficient for application to TXDOT for a categorical exclusion.
- c. Provide a budget for technical services needed to complete the project of sufficient detail to satisfy CARTS and TXDOT documentation protocols as Exhibit A to this document.
- d. Provide a schedule of activities in GANTT chart format for the project's completion as Exhibit B to this Agreement.
- e. Adhere to all required TXDOT and Federal Transportation Administration grant management and contract assurances as provided in Exhibit C of this Agreement.
- f. Provide monthly updates to CARTS on project status and submit corresponding billings for services provided by task.
- g. Ensure CARTS is provided notice of meetings with UPRR and AMTRAK officials.

5. Authorization by Governing Bodies

Each party acknowledges that this Agreement has been authorized by its governing body in conformance with Texas Government Code, Section 791.011(d)(1).

6. Use of Current Revenues

The City and CARTS covenant and agree that each party paying for the performance of governmental functions or services pursuant to this Agreement shall make those payments from current revenues available to the paying party in conformance with Texas Government Code, Section 791.011(d)(3).

7. Amendments & Modifications

This Agreement may not be amended or modified except in writing executed by the parties.

8. Captions

The descriptive captions of this Agreement are for informational purposes only and shall in no way limit or affect the terms or conditions of the paragraphs.

9. Severability

The sections, paragraphs, clauses and phrases of this Agreement are severable and, if any phrase, clause, sentence, paragraph, or section of this Agreement should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, or paragraphs, and sections of this Agreement.

10. Assignment.

Neither rights nor obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the parties.

11. Termination.

Either party may declare a default under this Agreement if the other party fails to comply with any of the terms of this Agreement. If one party determines that the other party is in default of this Agreement, the non-defaulting party will notify the defaulting party in writing of such default, and if the default is not cured within 30 calendar days from the date of the notice, then the non- defaulting party may terminate this Agreement upon written notice. Either party may exercise its remedies for default in conjunction with one another or separately, and together with any other statutory or common law remedies available to such party. Any failure by the non-defaulting party to enforce this Agreement with respect to one or more defaults by the defaulting party will not waive the non-defaulting party's ability to enforce the Agreement after that time.

12. Entire Agreement

This Agreement contains the entire Agreement of the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes and prior written agreements between the parties.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement to be effective as of the last date signed by the parties.

City of Taylor:

by: _____
Brian LaBorde, City Manager

Date: _____

Capital Area Rural Transportation System (CARTS):

by: _____
David Marsh, General Manager

Date: _____



City Council Meeting March 11, 2021 Transmittal Letter

Agenda Item #: 11
Agenda Title: Consider appointments and re-appointments to various Boards & Commissions

STRATEGIC PILLAR

- ☒ Streets/Infrastructure
- ☒ Quality of Life
- ☒ Economic Vitality

Council Action to be taken: Appoint/re-appoint to Boards & Commissions

Department Submitted: City Management

Staff Contact: Dianna Barker, City Clerk

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to appoint or re-appoint members to various Boards & Commissions. This is done bi-annually in February and August. The August meeting is for appointments to fill vacancies and the February meeting is reserved for a full review of all boards, attendance records, and reappointments.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On February 26th Council received an electronic packet or binder indicating the seats on each board that need to be filled and applications from those citizens interested in filling those seats.

Recruitment efforts have included solicitation through the city's website, the local newspaper, social media, and in the monthly newsletter which is included in a utility billing run.

City Council is to appoint or re-appoint members to those seats that are expired or vacated on each Board. There are currently 30 seats that need to be filled.

All applications received within the last 12 months are included in the packet. Applicants with applications on file that are more than 12 months old have been contacted and have verified their continued interest in serving on their chosen boards.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• N/A	• N/A

4. RECOMMENDATION

Staff recommends appointing or re-appointing members to the expiring and/or vacated seats on the various boards as listed in the binders previously delivered.

5. FUNDING SOURCE

N/A

6. TIMELINE

- Appointments made in March
- Letter of appointment/re-appointment sent out immediately after appointments
- Boards & Commission orientation/training scheduled for April 6, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

11a. [Rosters and applications](#)

March 11, 2021

City of Taylor Organizational Chart

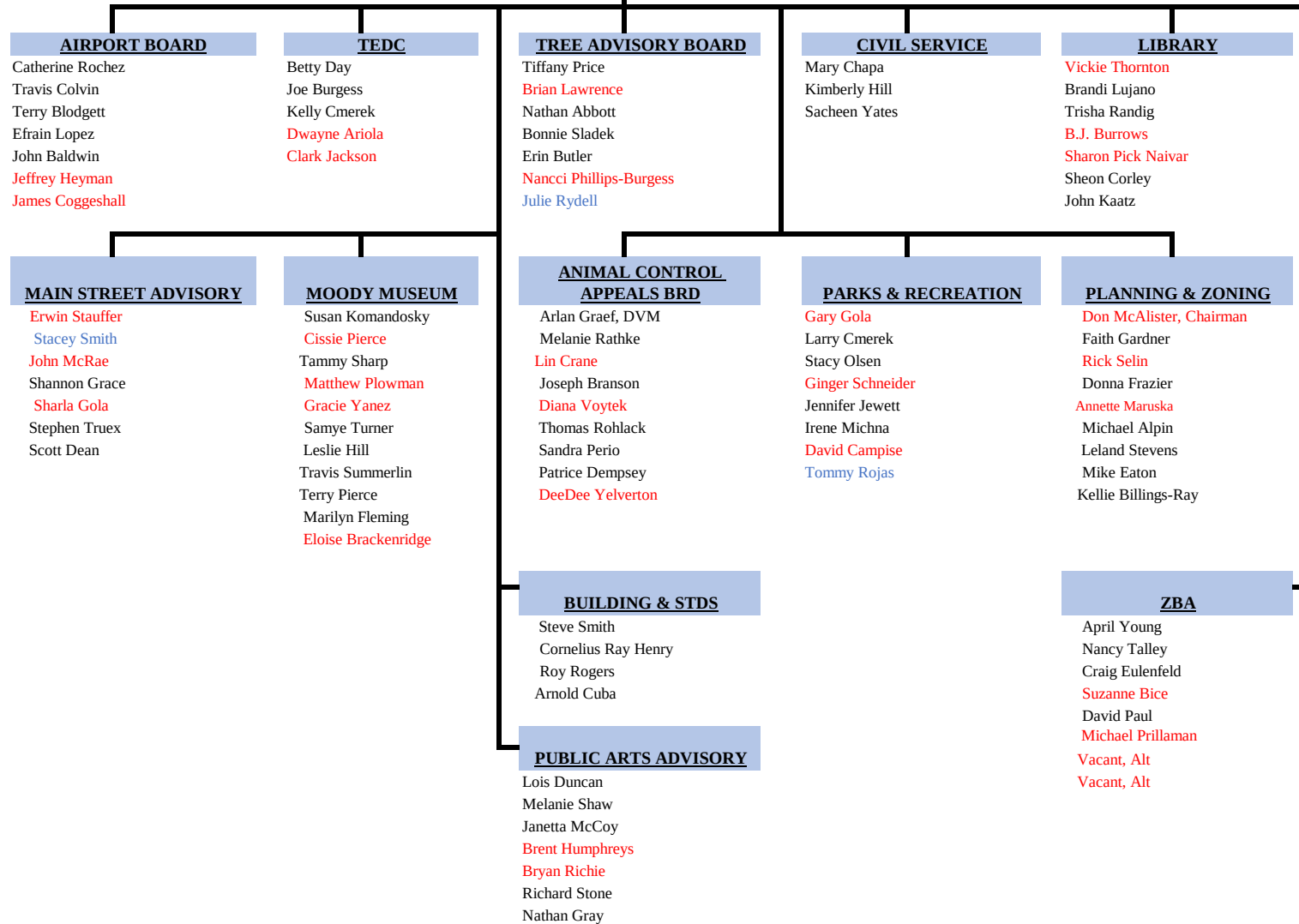
City Council - Boards and Commissions

City Council

Brandt Rydell, Mayor
Gerald Anderson, Mayor Pro-Tem
Robert Garcia
Mitch Drummond
Dwayne Ariola

Red = Vacancy

Blue = Vacated



Airport Advisory Board				
Willing to be reappointed	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Terry Blodgett 1308 Sagewood Drive Taylor, TX 76574 (H) 512-309-4731; (C) 512-760-8800 Tblodgett_usa@yahoo.com	2014;2017; 2020	2-2023
YES	3	Jeffrey Heyman 1407 Burns Blvd Taylor, TX 76574 © 512-657-6121 jeffrey@knightware.com	2016,2018	1-2021
	3	Efrain Lopez 1151 CR 126 Georgetown, TX 78628 (O) 512-352-9000; (H) 512-836-2683 © 512-925-4114 eclopez@georgetowninstruments.com	2011; 2014;2017; 2020	2-2023
	3	Arnold Cuba 410 Sams St., PO Box 188 Taylor, TX 76574 (PH) 512-247-8019 Arcubal88@yahoo.com	2-2020	2-2023
	3	John Baldwin 5909 Mantalcido Dr. Round Rock, TX. 78665 (PH) 512-560-3994 jfbaldwinsr@yahoo.com	2-2019	2-2022
YES	3	James Coggeshall 1901 Holly Springs Dr. Taylor, TX 76574 (PH) 830-591-7906 jlcogg@att.net	1-2018	1-2021
	3	Travis Colvin 3229 Clinton Place Round Rock, TX. 78665 (C)512-373-0632 travis@colvinelectric.com	2-2019	2-2022

Members: The board shall consist of 7 members.

Ex-officio members: City Manager, Community development director (to serve as secretary), airport operator. Residency requirements do not apply.

Duties: The powers and duties of the airport board shall be to advise the city council on various matters pertaining to the good and betterment of the city airport. The Airport Board shall have the power and it shall be its duty to make or cause to be made and recommend for adoption the following, to include, but not limited to:

- a. To make studies and project plans for the improvements and safety of the City of Taylor's airport facilities with a view of its development and extensions, and to recommend to the City Commission all matters for the development and advancement of the airport facilities, layouts and appearance.
- b. To act with and assist all other municipal and governmental agencies and especially the City Commission in formulation and executing proper plans for airport development.

Appointed by: City Council

Meets: as often as necessary to conduct the business of the board or upon call by the board chairman or city manager or upon petition of a simple majority of board members. Four members present shall constitute a quorum for the transaction of business and all issues shall be decided by a majority of its members present and voting.

Staff liaison: David Cornelius

Feb-21

MEMBER NAME										TOTAL MTGS CALLED			TOTAL MEETINGS ABSENT		Met Attendance Requirement per handbook
	1/21/2020	3/10/2020													
Terry Bodgett	P									1	0	Yes			
Jeffrey Heyman	EA									1	1	Yes			
Efrain Lopez	P									1	0	Yes			
Catherine Rochez	A									1	1	No			
John Baldwin	A									1	1	No			
James Coggeshall	P									1	0	Yes			
Travis Colvin	P									1	0	Yes			
Arnold Cuba	Replaced Catherine Rochez														
EA = Excused Absence, per Chairman					A = Absent, not excused					P = Present at meeting					
Please Note: Arnold Cuba replaced Catherine Rochez in Feb 2020. March 10th meeting was cancelled early due to a known lack of quorum.															
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member. The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves. The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months. Final determination lies with the City Council.															



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	Kenneth Lane
Address (Residence and Mailing)	
	1910 Old Georgetown Rd
	Taylor TX 76574
How long at this residence?	3 Months
Phone (Home)	(512) 582-0011
Cell Phone	(936) 232-8700
Fax	
Email	KenLaneCFI@gmail.com

Occupation	Self-Employed - Online Sales
Employer	Austin Flight Check
Address	1910 Old Georgetown Rd
	Taylor TX 76574
Work Phone	(512) 535-5355
Business owner?	☒ Yes ☐ No
Additional information?	
	Inactive Instrument Flight Instructor,
	Commercial Pilot Certificate & Instrument Rating.

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Airport Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Inactive Instrument Flight Instructor, Commercial Pilot Certificate & Instrument Rating.
I have about 3,000 hours logged as an instructor with a huge volume of practice at T74. I
can provide valuable input on not only facilitating growth but revenue increase as well.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date

2/2/2020

Animal Control Appeals Board and Shelter Advisory Committee				
Willing to be reappointed?	Representative	MEMBER	APPOINTED	EXPIRES
	Licensed Vet	Arlon W. Graef, DVM 2303 Mildred (H) 4110 N. Main (O) (H) 512-365-6352; (O) 512-352-8897	7-2008	2-2023
	Animal Welfare Org	Melanie Rathke (Texas Critter Crusaders) 612 Vernon (H) 512-966-5034; (O) 512-365-5216 melanierathke@gmail.com	4-2017; 2020	2-2023
	Animal Control Officer	Sandra Perio Sandra.perio@taylortx.gov	6-2017	
	City Official	Joseph Branson, Police Commander (O) 512-352-5551 josephy.branson@taylortx.gov	10-2015	
YES	Resident	Diana Voytek 405 Howard St. (C) 512-917-3836 mdvoytek@gmail.com	8-2016, 2019	2-2021
YES		Lin Crane 805 Yellowstone Dr. (H) 512/309-4134 (C) 512966-7494 Sarv42@gmail.com	2-2019	2-2021
		Thomas Rohlack 1419 Thompson (C) 512-461-4331 Trohlack5150@gmail.com	4-2017; 2020	2-2023
		Patrice Dempsey 4106 Bid Bend Trail (C) 512-269-8801 Prd54@att.net	4-2017; 2020	2-2023
YES		Dee Dee Yelverton 1415 Howard St. (C) 512-671-0792 deedeeyelverton@gmail.com	1-2018; 2020(to fill unexpired seat)	2-2021

Members: The board shall consist of 9 members.

Board must have one Veterinarian, one municipal official, one person whose duties include daily operation of the animal shelter, and one representative from animal welfare.

Duties: To hear appeals and consider evidence regarding the denial or revocation of registration.

In their capacity as the shelter advisory committee, it shall be the committee's duty to assist the animal control officer with the requirements of Chapter 823 of the Health and Safety Code.

Appointed by: City Council

Meets: At least 3 times a year.

Liaison: Joseph Branson

ANIMAL CONTROLS APPEALS AND SHELTER ADVISORY BOARD

2021

MEMBER NAME	9/9/2020	10/14/2020	12/17/2020	DATE OF MTG	DATE OF MTG	DATE OF MTG	DATE OF MTG	DATE OF MTG	DATE OF MTG	TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Joseph Branson	P	P	P							3	0	Y
Sandy Perio	P	P	P							3	0	Y
Melanie Rathke	P	P	P							3	0	Y
Diana Voytek	P	P	P							3	0	Y
Lin Crane	P	P	P							3	0	Y
Thomas Rohlack	P	P	P							3	0	Y
Patrice Dempsey	P	P	P							3	0	Y
Dee Dee Yelverton	P	P	P							3	0	Y
Arlon Graef	P	A	A							3	2	N
EA = Excused Absence, per Chairman				A = Absent, not excused				P = Present at meeting				

Please Note:

Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member. The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves.

The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months. Final determination lies with the City Council.

Library Board				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
YES	3	Vickie Thornton 2600 Holly Lane (H) 512-365-8018 vpthornton@yahoo.com	10-2002	1-2021
	3	Brandi Lujano 1403 Trey Dr. Taylor (C) 512-919-0606 drandilujano@gmail.com	2-2020 (fill unexpired term)	2-2022
	3	Sheon Corley 3009 Don Hill Lane Taylor, TX 76574 (PH) 512-577-4933 mrssheonc@gmail.com	1-2017; 2020	2-2023
	3	John Kaatz 1500 Laurel Street Taylor (C) 512-422-15241 jwkaatz@sbcglobal.net	2-2019	1-2022
YES	3	Sharon Pick Naivar (H) 512- 352-3785 (C) 512-630-3693 sharonspick@gmail.com	5-2009	1-2021
YES	3	B.J. Burrow 4204 King's Canyon Dr. Taylor, TX. (H) 512-228-9440 (C) 512-228-9440 Bj.burrow@gmail.com	8-2019 (filled unexpired term of Lois Duncan)	1-2021
	3	Trisha Randig 1000 CR 374 (H) 512-352-2365 (O) 512-918-5690 tsrandig@yahoo.com	1-2003; 2020	2-2023

Members: 7

Duties: Makes recommendations to the City Council regarding library operations and to help ensure that the library meets the needs of the city.

Appointed by: City Council
Residency requirements do not apply.

Meets: 2nd Tuesday at 6:30pm

Liaison: Karen Ellis

LIBRARY ADVISORY BOARD

Feb-21

MEMBER NAME	1/14/2020	2/11/2020	3/10/2020	4/14/2020	5/12/2020	8/11/2020	9/8/2020	10/13/2020	11/10/2020	TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Sheon Corley	P									1		Yes
BJ Burrow	EA									1	1	Yes
John Kaatz	P									1		Yes
Brandi Lujano (2/27/2020)	NA									1	NA	Yes
Sharon Pick-Naivar	P									1		Yes
Trisha Randig	P									1		Yes
Vickie Thornton	P									1		Yes
EA = Excused Absence, per Chairman				A = Absent, not excused				P = Present at meeting				

Please Note: No regular meetings in June, July, December.

Due to COVID, no more meetings were scheduled in 2020.

Ms. Lujano replaced a board member with low attendance on Feb. 27, 2020.

Per Chair Pick-Naivar, Mr. Burrow's had a prior work-related commitment that prevented him from attending the Jan 14th meeting.

Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member. The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves.

The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months. Final determination lies with the City Council.



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name DR. CAROL D. PORTILLO
Address (Residence and Mailing)
500 COUNTY ROAD 431
TAYLOR, TX 76574
How long at this residence? 2 mos.
Phone (Home) same as cell
Cell Phone (512) 791-2494
Fax _____
Email _____

Occupation DIRECTOR OF MARKETING
Employer DELL TECHNOLOGIES
Address 2300 GREENLAWN BLVD.
ROUND ROCK, TX 76872
Work Phone (512) 431-7505
Business owner? ☒ Yes ☐ No
Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : LIBRARY BOARD

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I love books. I read for pleasure and for my job
I truly believe reading has played a major part of my success.
I would love to serve on the board as we see the environments
and behaviors of readers! I have some great ideas and would
love to learn from other board members

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08 Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Carol D. Portillo

Date

5/30/19



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Nora Roy

Address (Residence and Mailing)

4103 Zion Ave

Taylor, TX 76574

How long at this residence? 4 years, 7 months

Phone (Home) (512) 955-9759

Cell Phone (512) 955-9759

Fax _____

Email NORALROY@OUTLOOK.COM

Occupation Student and homemaker

Employer N/A, student at Southwestern University

Address 1001 E University Ave

Georgetown, TX 78626

Work Phone N/A

Business owner? ☐ Yes ☒ No

Additional information? _____

Completing junior year at SU Spring 2020

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Library Advisory Board

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I have a deep love and appreciation for both books and libraries. I have grown up as a regular patron of public libraries and have raised my children to have an affection for them as well. I feel that my deep-rooted admiration of the public library system and the librarians who make knowledge, whimsy, experience, and confidence accessible to their community coupled with my vested interest in the wellbeing and continued growth of our local library as a patron, mother of children who regularly benefit from library services, and member of the Taylor community would be beneficial to the Library Advisory Board. Please see attached resume for further qualifications.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08 Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date

March 13, 2020

NORA L. ROY

4103 Zion Ave, Taylor, TX 76574 | (512) 955-9759 | noralroy@outlook.com

OBJECTIVE

Focused and determined college student working towards a Bachelor of Arts in Economics with minors in Business and Spanish at Southwestern University. Eager to parlay my excitement for learning and enthusiasm for new experiences to expand my horizons, gain knowledge, and utilize my skills to benefit your organization.

EDUCATION

SOUTHWESTERN UNIVERSITY • GEORGETOWN, TX
CURRENTLY PURSUING BACHELOR OF ARTS IN ECONOMICS
MINORING IN BUSINESS AND SPANISH
AUGUST 2018 - PRESENT

- ♦ GPA: 3.944

- ♦ **Honors, Awards, & Activities:**

- ☐ Dean's List every completed semester
- ☐ Alpha Chi National College Honor Society
- ☐ Sigma Delta Pi National Collegiate Hispanic Honor Society
- ☐ Participated in 2020 Marketing EDGE Student Career Forum - Dallas, TX
- ☐ Volunteered in bilingual first-grade classroom within Georgetown ISD

TEMPLE COLLEGE • TEMPLE, TX
COMPLETED 30 CREDITS TOWARD ASSOCIATES DEGREE IN GENERAL STUDIES
AUGUST 2017 - MAY 2018

- ♦ GPA: 4.0

- ♦ **Coursework** – Completed majority of general education courses required for degree from Southwestern University prior to transferring.

- ♦ **Honors & Awards:**

- ☐ President's Honor List every completed semester
- ☐ Phi Theta Kappa Honor Society

COMMUNITY COLLEGE OF THE AIR FORCE
CERTIFICATION IN AIRWAY SCIENCE
JULY 2002 - JANUARY 2003

- ♦ **Focus** – Completed Federal Aviation Administration Air Traffic Selection and Training Examination

PASO ROBLES HIGH SCHOOL • PASO ROBLES, CA
GRADUATED JUNE 2000

- ♦ **Honors & Awards:**

- ☐ Golden State Exam Merit Diploma
- ☐ Who's Who Among American High School Students 1998-1999
- ☐ National Merit Scholarship Semifinalist 2000

WORK EXPERIENCE

CIT

CUSTOMER SERVICE REPRESENTATIVE • NOVEMBER 2009 - JUNE 2011

- Calmly worked to resolve delinquent accounts within the Home Depot portfolio in high stress environment in order to best meet needs of company and customers.
- Effectively resolved billing issues, processed credit line increase requests, worked to assist in-store employees, and coordinated between departments to assist customers within over twenty Retail Private Label portfolios.
- Consistently exceeded metrics goals regarding call length, collections success rates, and customer satisfaction.

EMBARQ

CUSTOMER SERVICE REPRESENTATIVE • OCTOBER 2006 - FEBRUARY 2009

- Proficiently researched and resolved customer billing questions and issues.
- Skillfully deescalated interactions and meaningfully repaired customer relationships.
- Regularly exceeded sales goals while discussing the advantages and value of company products with new and existing customers.

UNITED STATES AIR FORCE

AIR TRAFFIC CONTROL SPECIALIST, WORKGROUP MANAGER • JULY 2002 - NOVEMBER 2006

- Played critical role in provision of safe and efficient air transportation as an Air Traffic Control Specialist controlling both air and ground traffic at the busiest airfield in the United States Air Force.
- Acted as Workgroup Manager overseeing operation, restoration, and configuration of information systems and peripheral devices.
- Fulfilled additional duties to include webmaster, software license manager, Government Travel Card program coordinator, and security manager.

ADDITIONAL SKILLS

- Strong organizational skills
- Self-starter adept at time management
- Extremely detail oriented
- Excellent written communication skills
- Courteous demeanor

Main Street Advisory Board				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Shannon Grace 1119 Victoria St (C) 512-587-4460 Shannongrace04@gmail.com	8-2016	2-2022
Yes	3	Erwin Stauffer 804 Kirk St (H) 512-365-6453 (C) 512-818-6297 estauffer@austin.rr.com	2-2016	1-2021
Resigned 12-5-2020	3	Stacey Smith 3406 FM 112 (C) 512-569-8835 Staceyjill22@gmail.com	8-2019* (filled an unexpired seat)	1-2021
No response	3	Sharla Gola 1806 Cypress Cove (C) 512-771-2412 sharla@golarealtors.com	2-2016, 2018	1-2021
	3	Stephen Truex 200 W. 2 nd St. (C) 512-567-0845 Sptcobra7@yahoo.com	1-2014; 2020	2-2023
Yes	3	John McRae 110 Main St. (C) 865-230-0988 Jmcrae1@utk.edu	8-2020 (fill unexpired seat)	1-2021
	3	Scott Dean 1725 Lexington (C) 512-713-4543 msdeantex@gmail.com	7-2017 (Filled unexpired seat); 2020	2-2023

Members: 7. It is preferred that at least one Architect, Attorney, CPA, Property owner in city limits, and Business owner in downtown project area be represented. Residency requirements do not apply.

Ex-Officio Members: City Manager, Main Street Manager, Central Tx RC&D Director, Taylor Chamber Director, Taylor EDC Director

Duties: The powers and duties of the Main Street Advisory

1. To define the geographic boundaries of the Main Street Project District.
2. To enter into agreements with the financial institutions of Taylor for the creation and administration of a low interest low program to benefit the Main Street Project.
3. To review, advice and make recommendations to the City Commission concerning needed planning and zoning considerations to support the Main Street Project.

4. To review, advise and make recommendations to the City Building Inspection Department concerning any alterations to the exterior of any buildings in the Main Street Project District.
5. To work with the Main Street Manager, the City Manager and the City Commission to develop and maintain a healthy, vital downtown Taylor, emphasizing four major areas:
 - a. Organization: To organize the downtown into a strong, cohesive unit that works together and speaks for the betterment of the area.
 - b. Design: To encourage appropriate, high-quality design in the maintenance, renovation and re-use of downtown buildings.
 - c. Unified Promotion: To sponsor events, and to advertise and promote a positive, unified image of downtown Taylor.
 - d. Economic Restructuring: To aim for full use and occupancy of downtown. To adapt buildings to new uses and utilize tax incentives for building rehabilitation.

Appointed by: City Council

Meetings: As necessary

Liaison: Jan Harris

NOTE: Ordinance was amended March 2019 reducing the number of members on the Board from 11 to 7. Removed 4 seats.

Feb-21

Please note: ** = no meeting held 2/19/2020 meeting had no quorum; 3/2/2020 work session cancelled due to COVID; 3/18/2020 meeting cancelled due to COVID



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Samuel Avila
Address (Residence and Mailing)
960 county road 481
Thrall, TX 76578
How long at this residence? 2 yrs
Phone (Home) 708 528 9519
Cell Phone 708 528 9519
Fax _____
Email Sam. Avila @ymail.com

Occupation Assoc. Director of Provider Recruiting
Employer Lone Star Circle of Care
Address 205 E. University Ave
Georgetown, Tx 78626
Work Phone (512) 686 0152 x10221
Business owner? ☐ Yes ☐ No
Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : TEDC, Main Street Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Letter attached for your review.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Sam Avila Date 3/6/2020

Samuel Avila

Associate Director of Provider Recruiting

Contact

Sam.Avila@ymail.com

(708) 528 - 9519 (mobile)

To the City of Taylor:

I am writing to express interest in becoming more involved with my community & the wonderful historic city of Taylor. I consider myself a dedicated professional, who provides consistent dedication, values & integrity. I believe I have the essential skills and qualifications to be a valuable addition to the Committee Board. I have extensive training and experience in community events, general management, and working with people on all levels:

- Physician/Clinician Liaison throughout their career to over 200 providers
- On-boarding & Orienting all new Provider Staff
- Head of Employee Engagement Committee & Wellness Team
- Board Liaison
- USAF Veteran

I submitted my application with the hope that I can contribute my skills & experience to make a positive impact in my local community. I wholeheartedly thank you for consideration and look forward to continuing this conversation in person.

Sincerely,

Samuel Avila



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name	Kathryn McKis	Occupation	Sweet & Southern Firms, Owner
Address (Residence and Mailing)	18201 Melito Loop Pflugerville, TX 78660	Employer	Self-employed
How long at this residence?	Since 2015	Address	519 W. Main St. Taylor, TX 76574
Phone (Home)		Work Phone	(512) 595-3075
Cell Phone	(512) 415-1652	Business owner?	☒ Yes ☐ No
Fax		Additional information?	
Email	ker@tbc@acu.edu ← email not good		

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.): Main Street Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylorx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Grew up in Taylor and around many family owned businesses (hardware)
Also watched my grandmother serve in downtown banks and values
the opportunity to give back. I want downtown business owner - see attached resume

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08, Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TIDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature K. McKis Date 7/15/2016

Karyn Morris

18201 Moreto Loop, Pflugerville, TX 78660 - ker08b@acu.edu

EDUCATION

Bachelor's of Business Administration in Accounting
Abilene Christian University

May 2013

PROFESSIONAL EXPERIENCE

Sweet & Southern Finds, Owner (Taylor, Texas)

October 2016-Present

- Owner/operator of retail space on main street
- Repurpose and restore furniture/goods for resale
- 95%+ Inventory/COGS personally managed
- Manage 5% inventory through 4-5 concurrent consignee relationships
- Building owner/manager
- Participate in 3-5 vendor shows annually including Vintage Market Days
- Experienced in leasing out kitchen space and special event pop-ups
- Do all in-house social media, marketing, accounting, purchasing, invoicing
- Designed and actively manage website, including e-commerce

Brentwood Christian School, Christian Counselor (Austin, Texas)

August 2015-May 2016

- Meet with students one-on-one and in groups
- Coordinate and lead class activities
- Communicate with college recruiters
- Work closely with the Academic Advisor on class scheduling

Lennar Homes, Sales Coordinator (Austin, Texas)

2013-2015

- Review contract details and problem solve with sales team
- Manage rolling status of 150+ homes in backlog
- Issue company-wide Daily Activity Report of home sales, cancellations, closings
- Compile and issue weekly status reports to President and Controller
- Daily processing of cash receipts and credits
- Monthly reconciliation of earnest money

Lennar Homes, Administrative Assistant (Austin, Texas)

May 2013-August 2013

- Process accounts payable
- Customized floor plan designs for construction
- Process earnest money refunds

SKILLS

- Business Management, Marketing, Sales
- Event Planning
- Proficiency in Excel, QuickBooks, JD Edwards
- Proficiency in Square, Squarespace

VOLUNTEER WORK & INVOLVEMENT

Trustee for Say Cheese, LLC

2019-Present

Main Street Promotions Committee Member

2017

Event Planning with Downtown Taylor Business Owners

2016-Present

Huddle Leader (Youth Ministry Volunteer)

2015-2019

Mentored teens weekly beginning as freshmen through graduation

Brentwood Christian School Asst. Softball Coach

2015



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	Matthew Rector
Address (Residence and Mailing)	
4104 Zion Avenue	
Taylor, TX 76574	
How long at this residence?	Almost 3 yrs
Phone (Home)	None
Cell Phone	(314) 939-9833
Fax	None
Email	matthew.a.rector.sr@gmail.com

Occupation	Engineer
Employer	MWM DesignGroup
Address	305 E Huntland Dr. Ste 200
Austin, TX 78752	
Work Phone	(512) 992-2966
Business owner?	☒ Yes ☐ No
Additional information?	We own The
Light House Boutique.	

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Advisory Board, Taylor EDC

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Have received business training in the boots to business program.

I have started an LLC and a 501C3. Have a masters degree in finance.

I am a professional engineer with experience in development and construction.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date

4/24/2020



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>Ashley Doss</u>
Address (Residence and Mailing)	
	<u>2106 Lathan Lane</u>
	<u>Taylor, TX 76574</u>
How long at this residence?	<u>14 years</u>
Phone (Home)	<u>n/a</u>
Cell Phone	<u>512-497-2376</u>
Fax	<u>n/a</u>
Email	<u>ashley@shopfrillsboutique.com</u>

Occupation	<u>Small Business Owner</u>
Employer	<u>Frills on Fourth, LLC</u>
Address	<u>100 E. 2nd St.</u>
	<u>Taylor, TX 76574</u>
Work Phone	<u>512-352-5518</u>
Business owner?	☒ Yes ☐ No
Additional information?	

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Committee

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

-Small Business Owner in Downtown Taylor for 9 years, with over 18 years of small business, specifically retail, experience.

-Have been instrumental in the grassroots efforts + revitalization of Downtown Taylor through events and coordination with numerous other business owners throughout the years...Specifically, Third Thursdays, Wine Swirls, and Seasonal Stroll Events.

-Great Communication + Organization Skills.

-Experienced in Event Planning, Design and Coordination

-Marketing, Design + Social Media Knowledge

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Ashley Doss

Date

1/15/2021



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Stacy Campbell
Address (Residence and Mailing)
2400 Heights Blvd.
Taylor, TX 76574
How long at this residence? 1 mo/Taylor 8mo.
Phone (Home) 512-575-0192
Cell Phone 512-575-0192
Fax _____
Email stacy@taylorsporting
goods.com

Occupation Store owner/manager
Employer _____
Address 301 N. Main St.
Taylor, TX 76574
Work Phone 512-352-8964
Business owner? ☒ Yes ☐ No
Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) Main Street Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

As a former educator/counselor, I have been on numerous committees and have served in various leadership roles. I am very capable of working well with others in order to reach a common goal. As a main street business owner and resident of Taylor, TX, I have a vested interest in this community.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Stacy Campbell

Date

1-13-21



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Curie Humphreys
Address (Residence and Mailing) 4106 North Dr.
Taylor, TX. 76574
How long at this residence? 18 years
Phone (Home) 512-365-2904
Cell Phone 512-771-3596
Fax Curieathome@yahoo.com
Email Curieathome@yahoo.com

Occupation Retail - Freelance Consultant
Employer Self / The Nest Box LLC.
Address 4106 North Dr.
Taylor, TX.
Work Phone 512-771-3596
Business owner? ☒ Yes ☐ No
Additional information? just recently (Sept. 2020)
closed my retail/gift shop
of 7 years that was located in the
heart of downtown Taylor i.e. Cheryl Lee
creative.

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I have been in retail for over 20 years, worked IN the
downtown Taylor area for over 15 years. Have created businesses, events
customer bases and harassed & sold the small town of Taylor, TX

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Curie Humphreys

Date 1-12-21

to numerous
customers
for many
years.
would love to continue
sharing the promotion
and organization of
a vibrant and welcoming
downtown !!
→ Plant in social media as well



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>Douglas Moss</u>
Address (Residence and Mailing)	<u>1122 Colorado Street #1206</u> <u>Austin, Texas 78701</u>
How long at this residence?	<u>less than one year</u>
Phone (Home)	_____
Cell Phone	<u>917-576-7044</u>
Fax	_____
Email	<u>dmoss@publicsketch.com</u>

Occupation	<u>Architect</u>
Employer	<u>Steinberg Hart</u>
Address	<u>515 South Congress, #600</u> <u>Austin, Texas 78704</u>
Work Phone	<u>917-576-7044</u>
Business owner?	☒ Yes ☐ No
Additional information?	<u>Born and Raised in Taylor and</u> <u>now own a real estate in</u> <u>downtown Taylor. Have a great</u> <u>interest in the community and</u> <u>downtown.</u>

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.): Main Street Committee

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Architect and Partner in an international architectural firm. My practice focuses on civic, community and higher education projects. Many of these projects have been in downtown areas. I also am on the board of Bogardus Plaza, a community garden and park in lower Manhattan. I have served on civic and non-profit boards for 30 years and have a strong understanding of their operations and opportunities. My real estate holdings in downtown Taylor create a specific interest to help the community and historic downtown as much as possible.

I will not be able to join the Main Street Committee until January 2021.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date

Oct. 13, 2020



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name Casey Mummert
Address (Residence and Mailing)
517 Vance St.
Taylor, TX 76574
How long at this residence? 4 yrs.
Phone (Home) (0410) 361-7559
Cell Phone (same)
Fax N/A
Email caseymummert4182@gmail.com

Occupation (grad. school - psychology)
Employer N/A
Address N/A
Work Phone N/A
Business owner? ☐ Yes ☒ No
Additional information? N/A

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Parks + Rec or Main St. Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

- * 10+ years in events, restaurant + hospitality.
- * Experience in planning, budgeting, executing large-scale community events and fundraisers - Creative, innovative, friendly
- * (Please see resume)

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Chumant Date 1/15/21

Casey Mummert

517 Vance Street
Taylor, Texas 76574
Phone: 646.361.7559
E-mail: caseymummert4782@gmail.com

Education

Completed Bachelor's Degree in Psychology ~ Penn State University 2020

Graduate of the American Musical and Dramatic Academy ~ NY, NY 2002

Real Housewife of Taylor, Texas ~ Current

Trophy-Wife: Participation...(at Best:)

Spanish Schoolhouse-Round Rock, TX 2018-2019

Administrative Assistant

Served as afternoon office administrator for the Round Rock location of this Spanish Immersion Pre-school. I managed and reported inventory to the corporate office, assisted teachers in daily classroom activities, scheduled and guided tours and fielded all incoming phone calls.

Snyder's Lance Inc.- Hanover, PA 2015-2016

Taste Test Panelist, Research and Development

Responsible for sampling, ranking and reporting important information pertaining to specific criteria for potential snack food launches. This position helped determine shelf-life and sustainability for the research and development department. It is also where I maintained and even exceeded the extra weight I had gained from pregnancy and childbirth.

Paige Management Group - New York, NY 2010-2011

Assistant to the General Manager, The Ainsworth

Assists in the handling of daily operations of this Upscale sports bar and restaurant including overseeing and scheduling of FOH staff, events coordination, customer hospitality and media/celebrity relations. Responsible for promoting, booking and budgeting reservations from corporate happy-hour, to high profile cocktail parties/special occasions. Specializing in custom décor, cocktail and pairings hospitality.

EMM Group / Starwood's W Hotels - New York, NY 2008-2010

Mixologist/Bartender- Tenjune, Chandelier Room, W Hotel

Mixologist for this very high volume, world-renowned NYC nightclub and lounge in Starwood's W Hotels where custom cocktails and hors d'oeuvre pairings were created to serve celebrity clientele's high-end tastes in a sexy and sophisticated atmosphere.

Skills

Has obtained vast experience in large-scale, event-planning/fundraising and execution

Possesses creativity

Is innovative and analytical in problem solving

Performs well within teams and individually

Executes tasks efficiently

Possesses charisma and open-mind necessary in dealing with diverse social situations



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>Jeffrey Snyder</u>
Address (Residence and Mailing)	<u>106 Porter St.</u>
How long at this residence?	<u>Business 1999</u>
Phone (Home)	<u>512-365-5346</u>
Cell Phone	<u>512 689-4536</u>
Fax	
Email	<u>jeffsresurrections@yahoo.com</u>

Occupation	<u>Auto Restorer</u>
Employer	<u>JEFFS RESURRECTIONS LLC</u>
Address	<u>106 Porter St.</u>
Work Phone	<u>512 365-5346</u>
Business owner?	☒ Yes ☐ No
Additional information?	

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Advisory Board

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed)

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Jeffrey Snyder

Date

1-12-21

Moody Museum Board				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Susan Komandosky, Chair 2207 Gladnell (H) 512-365-7396; (c) 512-796-4401 mrsk@austin.rr.com	12-2002; 2020	2-2023
Yes	3	Cissie Pierce P O Box 592 (H) 862-4438; © 512-677-0021 cissiepierce@msn.com	12-1999	1-2021
	3	Tammy Sharp 611 Sloan St. © 831-214-1778 tammyannesharp@gmail.com	2-2020	2-2023
No	3	Matthew Plowman 422 W. Lake Dr. (C) 512-577-9646 Cincinnati1938@sbcglobal.net	8-2019 (Filled unexpired seat)	1-2021
Yes	3	Gracie Yanez 1709 McLain (H) 365-2799 © 300-6545 yanezgracie49@gmail.com	12-2002	1-2021
Yes	3	Eloise Brackenridge 3000 Davis Taylor, TX 76574 (H) 713-978-7674 (C) 512-517-2024 ewbrackenridge@gmail.com	1-2018	1-2021
	3	Travis Summerlin 2106 Kent St. (C) 817-360-4120 tenthstreetumc@gmail.com	2-2020	2-2023
	3	Reverend (Ms.) Terry Pierce 1016 W. 7 th St. (C) 512-826-6278 Terry.pierce.austin@gmail.com	8-2019 (fill unexpired term); 2020	2-2023
	3	Marilyn Fleming 2204 Smith Ave (C) 816-718-0981 Marilyn8620@gmail.com	2-2020	2-2023

	3	Samye Turner 1704 Mallard Lane (H)365-2148 (C) 365-0208 Samye115@aol.com	7-2007, 2019	2-2022
	3	Leslie Hill 704 Mockingbird Lane (H) 512-365-6068 (C) 512-423-4183 bunkiehill@aol.com	7-2017; 2020	2-2023

Members: 11

Duties: makes recommendations regarding the operation of the Moody Museum

Appointed by: City Council

Meets: 3rd Tuesday at 5:30pm every other month

Liaison: Carrie Orts

NOTE: The Moody Museum funds projects with *private* museum funds.

MOODY MUSEUM								Feb-21		
MEMBER NAME	1/21/2020	3/25/2020	5/19/2020	7/21/2020	9/15/2020	11/17/2020		TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per Handbook
Susan Komandosky	P	P	P	P	P	P		6	0	Y
Samye Turner	P	P	P	EA	P	P		6	1	Y
Leslie Hill	P	P	EA	P	EA	EA		6	3	Y
Gracie Yanez	P	EA	P	EA	EA	P		6	3	Y
Cissie Pierce	P	P	EA	EA	EA	P		6	3	Y
Eloise Brackenridge	P	P	P	P	P	P		6	0	Y
Matthew Plowman	A	A	A	A	A	A		6	6	N
Marilyn Fleming		P	P	P	P	P		6	1	Y
Terry Pierce	EA	P	P	P	P	P		6	1	Y
Tammy Sharp		EA	P	P	EA	P		6	2	Y
Travis Summerlin		P	P	P	P	P		6	1	Y
Joe Bartosh	EA							6	1	Y
EA = Excused Absence, per Chairman				A = Absent, not excused						
Please Note:										
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.										

1/21/2020 - M. Plowman - No reason given, T. Pierce - Work, J. Bartosh - Sick

3/25/2020 - M. Plowman - No reason given, G. Yanez - Out w/sick family

T. Sharp - Work

5/19/2020 - L. Hill - Out w/Mom, M. Plowman - No reason given, C. Pierce - Internet Troubles

7/21/2020 - S. Turner - Vacation out of town, M. Plowman - No reason given, G. Yanez - Out w/sick family, C. Pierce - Internet Troubles

9/15/2020 - L. Hill - Out w/Mom, M. Plowman - No reason given, G. Yanez - Out w/sick family, C. Pierce - Internet Troubles, T. Sharp - Work

11/17/2020 - L. Hill - Out w/Mom, M. Plowman - No reason given

Parks & Recreation Board				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
No	3	Ginger Schneider 622 W. 7 th St. (C) 512-423-1065 gingerschneider@hotmail.com	2-2015	1-2021
	3	Larry Cmerek 1003 Randall (H) 512-365-7151 cmerek@sbcglobal.net	4-2016, 2020(short term to stagger terms better)	2-2022
Yes	3	David Campise 814 Lexington St. © 979-229-4257 campises@gmail.com	7-2017	1-2021
	3	Irene Michna 1301 Davis (H) 512-365-6056 © 512-680-8093 irenemichna@aol.com	8-2016; 2020(short term to stagger terms better)	2-2022
	3	Stacy Olsen 1316 Howard (C) 512-940-1897 syolsen@yahoo.com	1-2017; 2020	2-2023
	3	Jennifer Jewett 1808 Cypress Cove (H) 352-8879; (C) 512-762-4638 jewetts@sbcglobal.net	3-2013, 2019	2-2022
NO	3	Gary Gola, Chairman 1806 Cypress Cove (H) 365-1051; (C) 771-2413 gary@golarealtors.com	3-2013	1-2021
Student Rep Resigned Sept 2019	1	Tommy Rojas 108 2 nd Ave (C) 512-269-7457 Tommyrojas71@gmail.com	2-2020	2-2021

Members: 7 members, of whom 5 shall be residents of the city, 1 shall be residents of the ETJ or the city, and 1 shall be a junior or senior student in good standing attending a high school or Legacy Early College High School which has its ISD within the city. All members, except the student member, shall be at least 18 and the student member shall be at least 16. Members serve a three-year term after initial appointment. The board student member may serve a one-year term and each board student member may serve only one term. Each member serves at the pleasure of the city council and may be removed at the sole discretion of the city council.

The board student member shall not be required for a quorum and shall be a nonvoting member of the board. Meetings shall be held no less than quarterly and at the call of the city council.

Duties: The parks and recreation advisory board ("board") shall advise the city council and parks and recreation director on matters pertaining to the acquisition, development, sound management, maintenance and use of parks and recreation facilities owned or controlled by the city and as directed by the city council.

Appointed by: City Council

Meets: 3rd Wednesday at 6pm

Liaison: Leisha Morrison

NOTE: Parks Board ordinance was amended March 2019 reducing the number of members on the Board from 12 to 9 (9 members + 1 student). At the appointments scheduled for February 2020, the number is to go from 9 to 7 members (7 members + 1 student).

PARKS & RECREATION ADVISORY COMMITTEE

2021

MEMBER NAME	1/15/2020 Parks Master Plan Meeting	2/19/2020	3/18/20 No meeting Covid	4/15/20 No Meeting Covid	5/27/20 ZOOM	6/17/20 No Meeting Covid	7/15/20 No Meeting Covid	8/26/20 SPECIAL reg 8/19/20	9/9/20 SPECIAL reg 9/16/20	10/21/20 ZOOM	11/18/20 Cancelled	12/16/20 rescheduled from 11/18/20	TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Gary Gola		P			P			P	P	P		P	6	0	Y
Jennifer Jewett		P			P			EA	P	P		P	6	1	Y
Larry Cmerek		P			A			P	P	P		P	6	1	Y
Ginger Schneider		P			P			EA	P	P		EA	6	2	Y
Justin Adams		EA	Resigned and not replaced												
Irene Michna		P			P			P	A	EA		P	6	2	Y
Stacy Olsen		EA			P			P	P	P		P	6	1	Y
David Campise		P			P			P	P	A		A	6	2	Y
Timothy Tebeau		P	Resigned and not replaced												
Tommy Rojas, student member					A			P	P	P		P	6	1	Y

EA = Excused Absence, per Chairman

A = Absent, not excused

P = Present at meeting

Please Note: Stacey Olson (2/19) - emailed beforehand she would not be available. Jennifer Jewett (8/26) - death in family. Ginger Shneider (8/26) - no reason; (12/16) - emailed beforehand she would not be available. Irene Michna (10/21) - called beforehand she would not be available.

Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.

The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves. The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months. Final determination lies with the City Council.



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name <u>Patricia Tate</u>	Occupation <u>Parks Superintendent</u>
Address (Residence and Mailing) <u>2201 Meadow Lane</u> <u>Taylor, TX 76571</u>	Employer <u>City of Hutto</u>
How long at this residence? <u>4 yrs</u>	Address <u>956-42199</u> <u>Hutto, TX 76534</u>
Phone (Home)	Work Phone <u>512-751-4036</u>
Cell Phone <u>512-529-6059</u>	Business owner? ☐ Yes ☒ No
Fax	Additional Information?
Email <u>hpatac@taylor-tx.com</u>	

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Parks and Recreation
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor-tx.com> for a complete roster of committee appointments.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

10 + yrs work in parks maint. for
Associates Degree in City of Taylor, Austin, Pflugerville and
Turfgrass Management. Hutto

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 1/21/03. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct.

Signature

Patricia Tate

Date

2/4/2020

**City of Taylor
Boards and Committee
Application**

PLEASE TYPE OR PRINT CLEARLY:

Name: Amy Everhart

Address: (Residence and Mailing)

819 Talbot St., Taylor, TX 76574

How long at this residence? 4 years

Phone (Home): n/a

Cell Phone: 512-699-2693

Fax: n/a

Email: everhart26@gmail.com

Occupation: Public Affairs Director

Employer: Austin Board of Realtors

Address: 4800 Spicewood Springs Rd, Austin, TX 76574

Work Phone: n/a

Business owner? Yes

Additional information? Co-founder/Part-owner of Texas Beer Company, Taylor, TX

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.):

1. Planning and Zoning Commission
2. Parks and Recreation

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I worked for the City of Austin in the Mayor's Office (for both Mayor Lee Leffingwell and Mayor Steve Adler) for 8 years between 2009 and 2017, so I am very knowledgeable about local issues facing cities. While in the Mayor's office, I served in several roles: Policy Director, Communications Director, and Public Affairs Director. I worked on numerous issues facing the city and our region including: land use, zoning, transportation & transit, homelessness, parks & recreation, energy, water, environmental issues, equity, real estate, housing affordability, and more. I was responsible for writing policy and resolutions, speeches, talking points, media releases, and other communications on these issues. For the last few years, I've worked for the Austin Board of Realtors, where I run the Government Affairs Department. Our work has been mainly focused on the rewrite of Austin's Land Development Code, regional transportation, housing affordability, and public education.

My background and experience would add value and expertise to the City of Taylor and our community's decision-making processes. Thank you for your consideration.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature: /s/ Amy L Everhart

Date: Feb. 10, 2020



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name Casey Mummert
Address (Residence and Mailing)
517 Vance St.
Taylor, TX 76574
How long at this residence? 4 yrs.
Phone (Home) (246) 361-7559
Cell Phone (same)
Fax N/A
Email caseymummert4782@gmail.com

Occupation (grad. school - psychology)
Employer N/A
Address N/A
Work Phone N/A
Business owner? ☐ Yes ☒ No
Additional information? N/A

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Parks + Rec or Main St. Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

- * 10+ years in events, restaurant + hospitality.
- * Experience in planning, budgeting, executing large-scale community events and fundraisers. - Creative, innovative, friendly.
- * (Please see resume)

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Casey Mummert

Date

1/15/21

Casey Mummert

517 Vance Street
Taylor, Texas 76574
Phone: 646.361.7559
E-mail: caseymummert4782@gmail.com

Education

Completed Bachelor's Degree in Psychology ~ Penn State University 2020

Graduate of the American Musical and Dramatic Academy ~ NY, NY 2002

Real Housewife of Taylor, Texas ~ Current

Trophy-Wife: Participation...(at Best:)

Spanish Schoolhouse-Round Rock, TX 2018-2019

Administrative Assistant

Served as afternoon office administrator for the Round Rock location of this Spanish Immersion Pre-school. I managed and reported inventory to the corporate office, assisted teachers in daily classroom activities, scheduled and guided tours and fielded all incoming phone calls.

Snyder's Lance Inc.- Hanover, PA 2015-2016

Taste Test Panelist, Research and Development

Responsible for sampling, ranking and reporting important information pertaining to specific criteria for potential snack food launches. This position helped determine shelf-life and sustainability for the research and development department. It is also where I maintained and even exceeded the extra weight I had gained from pregnancy and childbirth.

Paige Management Group - New York, NY 2010-2011

Assistant to the General Manager, The Ainsworth

Assists in the handling of daily operations of this Upscale sports bar and restaurant including overseeing and scheduling of FOH staff, events coordination, customer hospitality and media/celebrity relations. Responsible for promoting, booking and budgeting reservations from corporate happy-hour, to high profile cocktail parties/special occasions. Specializing in custom décor, cocktail and pairings hospitality.

EMM Group / Starwood's W Hotels - New York, NY 2008-2010

Mixologist/Bartender- Tenjune, Chandelier Room, W Hotel

Mixologist for this very high volume, world-renowned NYC nightclub and lounge in Starwood's W Hotels where custom cocktails and hors d'oeuvre pairings were created to serve celebrity clientele's high-end tastes in a sexy and sophisticated atmosphere.

Skills

Has obtained vast experience in large-scale, event-planning/fundraising and execution

Possesses creativity

Is innovative and analytical in problem solving

Performs well within teams and individually

Executes tasks efficiently

Possesses charisma and open-mind necessary in dealing with diverse social situations



City of Taylor
Boards and Committee
Application

Student Rep

PLEASE TYPE OR PRINT CLEARLY:

Name ANVERUSANAZAR
Address (Residence and Mailing)
502 Glacier Point trl
How long at this residence? 3 years
Phone (Home) /
Cell Phone (512)365-0125
Fax _____
Email ANANAZAR0913@icloud.com

Occupation Student at Taylor High School
Employer _____
Address _____
Work Phone _____
Business owner? ☐ Yes ☐ No
Additional information? _____
Are you willing to meet via Zoom or other virtual software? ☐ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Parks and Recreation

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

checkleader at Taylor High School

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature *ANVERUSANAZAR*

Date 02/09/2021



City of Taylor Boards and Committee Application

Student Rep

PLEASE TYPE OR PRINT CLEARLY:

Name <u>NICKAYIA JIMENEZ</u>	Occupation <u>STUDENT AT TAYLOR HIGH SCHOOL</u>
Address (Residence and Mailing) <u>121 Bethann Loop TAYLOR TX 76574</u>	Employer _____
How long at this residence? <u>2 years</u>	Address _____
Phone (Home) <u>/</u>	Work Phone _____
Cell Phone <u>512-831-8171</u>	Business owner? ☐ Yes ☐ No
Fax _____	Additional information? _____
Email <u>nikkayiajimenez@gmail.com</u>	Are you willing to meet via Zoom or other virtual software? ☐ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : PAYEE AND RECREATION

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

STUDENT AT TAYLOR HIGH SCHOOL

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Nickayia Jimenez

Date 2/7/21



City of Taylor Boards and Committee Application

Student Rep

PLEASE TYPE OR PRINT CLEARLY:

Name Wiley, Wiley

Address (Residence and Mailing)
1500 N. T. St. #74

How long at this residence? 2 yrs

Phone (Home) _____

Cell Phone 512-365-4611

Fax _____

Email 20584@s.taylorisa.org

Occupation Student at Taylor High School

Employer _____

Address _____

Work Phone _____

Business owner? ☐ Yes ☐ No

Additional information? _____

Are you willing to meet via Zoom or other virtual software? ☐ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : City Council, Planning and Zoning Commission

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

City Council, City of Taylor, Texas

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Wiley, Wiley

Date 1/21



City of Taylor
Boards and Committee
Application

Student Rep

PLEASE TYPE OR PRINT CLEARLY:

Name CASEY WEISON
Address (Residence and Mailing)
1908 Meadow Ridge
Ave
How long at this residence? 5 years
Phone (Home) _____
Cell Phone 512-677-3616
Fax _____
Email 124383@taylor.tx.us

Occupation Student @ Taylor HS
Employer _____
Address _____
Work Phone _____
Business owner? ☐ Yes ☐ No
Additional information? _____
Are you willing to meet via Zoom or other virtual software? ☐ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Parks and Recreation

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Cheerleader at Taylor High School Tennis
Player at Taylor High School

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

CASEY WEISON

Date

2/1/21

Planning & Zoning Commission				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Donna Frazier 1704 Carey Ave (H) 365-6154 (C)965-0372 donnafrazier1704@gmail.com	8/2009; 2020	2-2023
	3	Kellie Billings-Ray 815 Randall St. (H) 512-590-1660 (C) 512-590-1660 Kellie.ray@outlook.com	2-2019	2-2022
	3	Michael Aplin 4308 J.M. Cuba Dr. (H) 352-8885 (O) 239-1792 (C) 924-1138 mike.aplin@tceq.texas.gov	1-2017; 2020	2-2023
No	3	Don McAlister, Chairman P.O. Box 526 2107 Mildred St. (H) 365-7068 (C) 917-7527 don.mcalister@austin.rr.com	9-2002	1-2021
Yes	3	Annette Maruska 308 Cherrywood Circle (H) 512-365-9686 (C) 512-431-7866 garywmaruska@sbcglobal.net	7-2014	1-2021
Yes	3	Rick Selin 2202 Gladnell (C) 512-422-2527 Rick_selin@hotmail.com	10-2013	1-2021
	3	Faith Gardner 520 W. Lake Dr. (C) 619-313-3670 fanewkirk@yahoo.com	2-2016, 2019	2-2022
	3	Mike Eaton 2200 Mildred (H) 512-365-1188 (C) 512-801-5267 Eaton.mike@att.net	2-2016, 2019	2-2022
	3	Leland Stevens P.O. Box 1038 / 1506 W. Lake (O) 352-8128 lelandmstevens@gmail.com	1-1996, 2019	2-2022

Members: The number of members of the commission shall not exceed 13 nor be less than 9.

Duties: Makes decisions regarding platting or replatting of land into subdivision within the corporate limits and within the ETJ of the city and makes recommendations to the council regarding the regulations of the use of land, location of buildings, and the locations of businesses.

Appointed by: City Council

Meets: 2nd Tuesday at 6pm

Liaison: Carrie Orts

Planning & Zoning Commission (P&Z)														Feb-21		
MEMBER NAME	1/14/2020	2/11/2020	3/10/2020	4/14/2020	5/12/2020 - No Meeting	6/9/2020	7/14/2020	8/11/2020	9/8/2020	10/13/2020	11/10/2020	12/8/2020		TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Don McAlister	P	P	P	P		P	P	P	P	P	P	P		11	0	Y
Donna Frazier	P	P	P	P		P	P	EA	P	P	EA	P		11	2	Y
Kellie Billings-Ray	P	EA	P	P		P	P	P	EA	EA		EA		11	4	Y
Michael Aplin	P	P	P	P		P	P	P	P	P	EA	P		11	1	Y
Annette Maruska	P	P	P	P		P	P	P	P	P	P	P		11	0	Y
Rick Selin	EA	P	P	P		EA	P	P	P	P	P	P		11	2	Y
Faith Gardner	EA	P	EA	P		P	P	EA	P	P	P	P		11	3	Y
Mike Eaton	P	P	P	P		EA	EA	P	P	P	P	P		11	2	Y
Leland Stevens	P	P	P	EA		EA	EA	P	P	P	P	P		11	3	Y
EA = Excused Absence, per Chairman					A = Absent, not excused							P - Present				
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.																

1/14/2020 - R. Selin - Work, F. Gardner - Didn't have a sitter

2/11/2020 - K.B. Ray - Traveling for work

3/10/2020 - F. Gardner - Kids sick

4/14/2020 - L. Stevens - Internet problems

6/9/2020 - R. Selin - Work, M. Eaton - Sick, L. Stevens - Internet problems

7/14/2020 - M. Eaton - Sick, L. Stevens - Internet problems

8/11/2020 - D. Frazier - Vacation, F. Gardner - Didn't have a sitter

9/8/2020 - K.B. Ray - Work

10/13/2020 - K.B. Ray - Work

11/10/2020 - D. Frazier - Out sick, M. Aplin - Traveling for work

12/8/2020 - K.B. Ray - Work



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>Foster Cunningham</u>
Address (Residence and Mailing)	<u>2603 Paula Lane</u>
	<u>Taylor Tx 76574</u>
How long at this residence?	<u>1 year</u>
Phone (Home)	_____
Cell Phone	<u>512-269-9632</u>
Fax	_____
Email	_____

Occupation	<u>Insurance Broker (Health/Property)</u>
Employer	<u>Self</u>
Address	<u>904 Mallard Lane</u>
	<u>Taylor Tx 76574</u>
Work Phone	<u>512-352-3649</u>
Business owner?	☒ Yes ☐ No
Additional information?	_____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Planning and Zoning

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)
Some is basic knowledge, the rest I will learn very quickly.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Foster Cunningham

Date

01/27/2020



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Don Bunner
Address (Residence and Mailing)
1906 SARAH CONE
Taylor, TX 76574
How long at this residence? 5 ym
Phone (Home) 512-309-4312
Cell Phone 512-415-9954
Fax _____
Email _____

Occupation Retired
Employer _____
Address _____
Work Phone _____
Business owner? ☐ Yes ☐ No
Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : PLANNING & ZONING
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)
Business Development - General Manager - Director National Company
Project Mgmt - National Sales Mgr - Lead large groups
Working with ALL Management Levels for +40 years

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Don Bunner

Date

1-18-19

**City of Taylor
Boards and Committee
Application**

PLEASE TYPE OR PRINT CLEARLY:

Name: Amy Everhart

Address: (Residence and Mailing)
819 Talbot St., Taylor, TX 76574

How long at this residence? 4 years

Phone (Home): n/a

Cell Phone: 512-699-2693

Fax: n/a

Email:

Occupation: Public Affairs Director

Employer: Austin Board of Realtors

Address: 4800 Spicewood Springs Rd, Austin, TX 76574

Work Phone: n/a

Business owner? Yes

Additional information? Co-founder/Part-owner of Texas Beer Company, Taylor, TX

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.):

1. Planning and Zoning Commission
2. Parks and Recreation

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

I worked for the City of Austin in the Mayor's Office (for both Mayor Lee Leffingwell and Mayor Steve Adler) for 8 years between 2009 and 2017, so I am very knowledgeable about local issues facing cities. While in the Mayor's office, I served in several roles: Policy Director, Communications Director, and Public Affairs Director. I worked on numerous issues facing the city and our region including: land use, zoning, transportation & transit, homelessness, parks & recreation, energy, water, environmental issues, equity, real estate, housing affordability, and more. I was responsible for writing policy and resolutions, speeches, talking points, media releases, and other communications on these issues. For the last few years, I've worked for the Austin Board of Realtors, where I run the Government Affairs Department. Our work has been mainly focused on the rewrite of Austin's Land Development Code, regional transportation, housing affordability, and public education.

My background and experience would add value and expertise to the City of Taylor and our community's decision-making processes. Thank you for your consideration.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature: /s/ Amy L Everhart

Date: Feb. 10, 2020



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>MICHAEL PRILLAMAN</u>
Address (Residence and Mailing)	<u>1502 SHERRY DR</u> <u>TAYLOR, TX 76574</u>
How long at this residence?	<u>5 years, 9 months</u>
Phone (Home)	_____
Cell Phone	<u>512-636-5033</u>
Fax	_____
Email	<u>michael@austineastward.com</u> <u>akaprilly@gmail.com</u>

Occupation	<u>Realtor / Musician</u>
Employer	<u>Keller Williams Realty</u> <u>(Independent Contractor)</u>
Address	<u>12515-8 Research Blvd, ste 100</u> <u>Austin, TX 78759</u>
Work Phone	<u>512-346-3550</u>
Business owner?	☐ Yes ☒ No
Additional information?	_____
Are you willing to meet via Zoom or other virtual software?	☒ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Planning and Zoning Commission; Zoning Board of Adjustments; Public Arts Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

As someone who deals rather frequently with commercial real estate development, I can bring to P&Z my understanding of the challenges developers face, but at the same time balance this perspective with that as a regular citizen to promote responsible growth and development within our great city. As a professionally trained musician, I fully embrace the arts and feel that I may be able to provide assistance in promoting art in our community; especially that of the performing arts. I have served a full 3-yr term on the ZBA.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date 1/22/2020



City of Taylor

Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name Austin Brown

Address (Residence and Mailing)
1304 willowbrook Trail
PO Box 245

How long at this residence? 2 Years

Phone (Home) 512-948-0738

Cell Phone _____

Fax _____

Email austin@blackpineinsurance.com

Occupation Owner

Employer Farmers Insurance

Address 409 Mallard Lane

Work Phone _____

Business owner? ☒ Yes ☐ No

Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Planning and Zoning Commission

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.) I bring a young and aspiring professional viewpoint

as a small business owner. I'm married to a longtime Taylor duck and have the same pride and love for the town as someone who was born and raised here their entire life.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Austin Brown Date 12/9/2020

DocuSigned by:
8E77F539D62F42A

AUSTIN G. BROWN

1304 Willow Brook Trail, Taylor, TX 76574 • 512-948-0738 • AustinBrownSales@gmail.com

PROFESSIONAL EXPERIENCE

FARMERS INSURANCE AGENCY, TAYLOR TX
AGENCY OWNER
NOVEMBER 2020- PRESENT

J.R. SIMPLOT, CENTRAL TEXAS REGION

Outside Sales Representative, December 2018 – November 2020

- Through effective relationship management I established a new book of business totaling more than \$2,000,000 dollars in agriculture retail sales in 15 months
- Frequently negotiate product prices with confidence
- Plan, communicate and coordinate logistics for safe and efficient delivery of product to farmers and ranchers
- Perform daily sales calls to farmers and ranchers within 100 miles of Taylor, Texas
- Create yearly expense and revenue reports for my clients' farming operations
- Organize and lead presentations for farmers and ranchers to promote products and field questions
- Collect and review necessary information to complete credit applications

AG TEXAS FARM CREDIT, SOUTHERN TEXAS REGION

Insurance Specialist, September 2017 to November 2018

- Effectively managed and serviced a large book of row-crop and pasture and livestock business
- Actively prospected new customers and renewed current customer MPC1 and PRF federal crop insurance policies
- Provided positive customer experience by taking time to analyze insurance needs and provide appropriate recommendations in order to minimize risk
- Through my analysis, familiarized myself with customer's operational costs, including chemical, seed, equipment and livestock
- Reviewed and analyzed Schedule F (profit/loss statement) of Federal Form 1040 to determine if a customer will qualify for federal crop insurance
- Adhered to federal crop insurance guidelines and policies
- Successfully partnered with underwriters and adjustors in order to ensure prompt payment of claims benefits
- Frequently represented the bank and our agency at various business development opportunities across Texas
- Organized and lead presentations for current and prospective clients
- Created ambitious sales growth plans and partner with territory loan officers in 3 different branches for successful implementation
- Regularly sought out mentorship of upper management to gain exposure into lending and branch management

HELENA CHEMICAL CROP INSURANCE AGENCY, SOUTHERN TEXAS REGION

Regional Crop Insurance Agent, August 2014 to September 2017

- Successfully managed a large book of row-crop and pasture and livestock business
- Through networking and business development, added to my customer base yearly, while renewing existing policies

AUSTIN G. BROWN

1304 Willow Brook Trail, Taylor, TX 76574 • 512-948-0738 • AustinBrownSales@gmail.com

- Minimized risk by properly analyzing insurance needs of customers and providing policy recommendations
- Adhered to federal crop insurance guidelines and policies
- Effectively represented company and department at various business development opportunities across Texas
- Partnered with territory managers and salesman in order to implement aggressive sales growth plans
- Led crop insurance presentation for company at annual meetings

GSM INSURORS, TAYLOR, TEXAS

Commercial Lines Producer, February 2012 to August 2014

- Created and maintained prospect and suspect lists, while requesting referrals from existing client base
- Pre-qualified insurance prospects for insurability and quality of risk
- Identified client's insurance needs, gaps in coverage, and loss exposures (insurable and uninsurable)
- Reviewed client insurance programs annually and make recommendations
- Obtained accurate information from the prospects in order to provide complete, comprehensive submissions
- Maintained a concern for timeliness and completeness when interacting with clients, agency, and company personnel to minimize potentials for error or omission claims
- Consistently met the forecasted premium volume and commission growth goals

EDUCATION

TEXAS A&M COMMERCE, COMMERCE, TEXAS

Bachelor of Science Degree in Agribusiness

ANGELINA JUNIOR COLLEGE, LUFKIN, TEXAS

Activities: Full athletic scholarship, Angelina Roadrunners Baseball Team

LICENSURE & MEMBERSHIPS

Certified General Lines-Property & Casualty Agent (Texas)
Independent Insurers of Texas (IIAT)-Member & Producer School Attendee
Texas & Southwestern Cattle Raisers Association- Member
Coastal Conservation Association- Member
Texas Golf Association- Member
Ducks Unlimited- Member
Rotary Club of Taylor-Member



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name <u>Carey Gambrell</u>	Occupation <u>Accounting Administrative Assistant</u>
Address (Residence and Mailing) <u>1607 Tammi Lane</u> <u>Taylor, Texas 76574</u>	Employer <u>Rowe Valley Materials</u> Address <u>850 CR 366</u> <u>Taylor, Texas 76574</u>
How long at this residence? <u>2 years</u>	Work Phone _____
Phone (Home) <u>512-309-4789</u>	Business owner? ☐ Yes ☒ No
Cell Phone <u>512-657-2346</u>	Additional information? _____
Fax _____	
Email <u>coccarey@gmail.com</u>	Are you willing to meet via Zoom or other virtual software? ☒ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : 1) Planning & Zoning 2) Zoning Board of Adjustments 3) Civil Service
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

My family has lived in the Taylor area for several generations and over the years we have seen such tremendous growth. I graduated from Taylor HS, work for local business and would love to be more involved in the community. I look forward to seeing our town flourish and assist in any way I can. I would appreciate the opportunity to be a part of any of the above committees I listed above.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Carey Gambrell Date 2/12/2021

CAREY GAMBRELL

1607 Tammi Lane, Taylor, TX 76574 • 512.657.2346 • coccarey@gmail.com

BUSINESS SERVICE PROFESSIONAL PROFILE

- More than 15 years of leadership experience in customer service focused environments.
- Excellent communicator with demonstrated ability to collaborate with staff, management, business partners.
- Demonstrates organization, prioritization, and interpersonal skills.
- Mentor and lead teams with integrity to deliver service excellence.

PROFESSIONAL EXPERIENCE

Rowe Valley Materials, Taylor, TX (2020 – Present)

Accounting Administrative Assistant

- Maintain accurate bookkeeping database and create spreadsheets for all projects.
- Enter daily reports.
- Prepare and send weekly invoices.
- Record, reconcile and track payments.

Providence Funeral Home, Taylor, TX (2018 – Present)

Business Services, Board of Directors Liaison, Project Coordinator, Funeral Director Assistant

- Serve as liaison for Board of Directors and communicated company policy violations and concerns to the leadership team in a timely manner.
- Handle problems and issues with professionalism throughout all interactions with staff, vendors, and clients.
- Manage and coordinate special projects including review annual contract renewals for each location.
- Assist Funeral Director and help customers to answer any questions about the products and services we offer.

Williamson County and Cities Health District, Round Rock, TX (2016 – 2018)

Public Health Nurse/TB Case Manager

- Utilized technology to streamline operations and ensure targeted patient care on a case-by-case basis through direct video observation medication treatment on a daily basis.
- Ensured comprehensive care across multi-disciplined healthcare teams as Primary Coordinator.
- Participated in weekly meetings with Medical Director to discuss status of treatment regimen.

Brightstar Home Care, Austin, TX (2015 – 2017)

RN Travel Infusion Nurse

Hospice Compassus, Round Rock, TX (2013 – 2015)

RN Hospice Case Manager

- Provided case management and ongoing care for elderly and terminally ill patients.
- Created, developed, and implemented individual care plans while managing caseload of up to 18 clients to include patient education, clinical care, and ongoing monitoring.
- Attended weekly Interdisciplinary Plan of Care meetings to discuss status of patients and revise initial care plan if needed.
- Participated in on-call rotations and provided care and service after hours.

Seton Medical Center, Taylor, TX (2003 – 2013)

RN Acute Care, Medical/Surgical Nurse

- Consistently provided patient care in a diverse, fast-paced, and dynamic environment.
- Promoted cross-functional, collaborative working relationships with all staff and medical team to ensure consistent level of superior patient care.

EDUCATION

Associate of Science in Nursing, Temple College, Temple, TX

Public Arts Advisory Board				
	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Lois Duncan PO Box 1245 Taylor, TX (H) 512-348-3620 loisduncan@hughes.net	2-2019	2-2022
	3	Melanie Shaw 116 W. 2 nd St., Ste 108 Taylor, TX (H) 917-520-1727 (C) 917-520-1727 Mel340@icloud.com	2-2019	2-2022
	3	Janetta McCoy 819 Hackberry St. Taylor, TX (H) 512-365-0893 (C) 509-464-9377 innkeeper@pecanmanorbb.com	2-2019	2-2022
Yes	2	Brent Humphreys 2015 W. lake Drive Taylor, TX (H) 214-683-7763 brenthumphreys@me.com	2-2019	2-2021
Yes	2	Bryan Richie 1021 Hackberry St. Taylor, TX (H) 512-217-1322 Bryan.richie@gmail.com	2-2019	2-2021
	3	Richard Stone 1306 Cecelia St. Taylor, TX (H) 512-760-5748 Richard.2456@gmail.com	2-2019; 2020	2-2023
	3	Nathan Gray 601 CR 101 Hutto, TX. 78634 (H) 512-839-6635 N8_gray@yahoo.com	2-2019; 2020	2-2023

Members: The board shall consist of 7 members who have the general qualifications of expertise in visual, performing or literary arts, skilled in grant writing, arts education, or marketing, who are supportive of, educated in and/or active in the field of public art or community affairs, and students who are actively studying or pursuing the arts.

Duties: The board shall advise the City Council on the implementation of the Public Arts Program and expenditures of public arts funds for the commissioning or acquisition of public arts, and advise the Council on the creation and implementation of a public arts master plan.

Appointed by: City Council

Meets: as often as necessary.

Staff liaison: Jan Harris

Feb-21

*Brent Humphreys: 1/28 working out of town - excused by Chairman; 2/26 excused because of illness; 7/22 on vacation, excused by Chairman
Melanie Shaw: 2/12 - attempted several times to call in to meeting, technology issues. Excused by Chairman.*



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>MICHAEL PRILLAMAN</u>
Address (Residence and Mailing)	<u>1502 SHERRY DR</u> <u>TAYLOR, TX 76574</u>
How long at this residence?	<u>5 years, 9 months</u>
Phone (Home)	<u></u>
Cell Phone	<u>512-636-5033</u>
Fax	<u></u>
Email	<u>michael@austineastward.com</u> <u>akaprilly@gmail.com</u>

Occupation	<u>Realtor / Musician</u>
Employer	<u>Keller Williams Realty</u> <u>(Independent Contractor)</u>
Address	<u>12515-8 Research Blvd, ste 100</u> <u>Austin, TX 78759</u>
Work Phone	<u>512-346-3550</u>
Business owner?	☐ Yes ☒ No
Additional information?	<u></u>
Are you willing to meet via Zoom or other virtual software?	☒ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Planning and Zoning Commission; Zoning Board of Adjustments; Public Arts Advisory Board
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

As someone who deals rather frequently with commercial real estate development, I can bring to P&Z my understanding of the challenges developers face, but at the same time balance this perspective with that as a regular citizen to promote responsible growth and development within our great city. As a professionally trained musician, I fully embrace the arts and feel that I may be able to provide assistance in promoting art in our community; especially that of the performing arts. I have served a full 3-yr term on the ZBA.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Michael Prillaman

Date 1/22/2020

TEDC				
Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	3	Joe Burgess 905 Davis St Taylor, TX 76574 (PH) 903-284-8243 caminorealpublishing@gmail.com	6-2015; 2020	2-2023
	3	Betty Day 803 T.H. Johnson Dr. (H) 512-309-4838 (C) 512-426-9266 bday@ercot.com	2-2019	2-2022
	3	Kelly Cmerek 1406 Sagewood Dr 512-365-8450 (C) 512-468-4231 kelly.cmerek@bbvacompass.com	12-2013; 2020	2-2023
Yes	3	Dwayne Ariola 1003 Kent 512-269-1782 Dwayne.ariola@taylortx.gov	1-2018	1-2021
Yes	3	Clark Jackson 1804 Lexington (O) 352-5543 (H) 365-3574 (Fax) 352-7670 Clarkljackson@sbcglobal.net	1-2012	1-2021

Members: 5. Residency requirements do not apply.

Duties: Promotes, assists, and enhances economic development activities for the city.

Appointed by: City Council

Meets: 3rd Wednesday monthly at 5:00

Liaison: Regina Carlson

2021

Please Note:

Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.

The term "duly called meetings" includes all meetings of the board and all meetings of subcommittees of the board on which the public official serves.

The Chairman of each Board, upon request by the Board's staff liaison or the City Clerk, shall forward to the liaison or City Clerk his/her opinion or reason for each member's absence over the 25% of the duly called meetings or more than two duly called meetings in any period of twelve (12) consecutive months.

Final determination lies with the City Council.



City of Taylor
Boards and Committee
Application

PLEASE TYPE OR PRINT CLEARLY:

Name Samuel Avila
Address (Residence and Mailing)
960 county road 481
Thrall, TX 76528
How long at this residence? 2 yrs
Phone (Home) 708 528 9519
Cell Phone 708 528 9519
Fax _____
Email Sam.Avila@gmail.com

Occupation Assoc. Director of Provider Recruiting
Employer Lone Star Circle of Care
Address 205 E. University Ave.
Georgetown, TX 78626
Work Phone (512) 686 0152 x10221
Business owner? ☐ Yes ☐ No
Additional information? _____

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : TEDC, Main Street Advisory Board

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Letter attached for your review.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Sam Avila Date 3/6/2020

Samuel Avila

Associate Director of Provider Recruiting

Contact

Sam.Avila@gmail.com

(708) 528 - 9519 (mobile)

To the City of Taylor:

I am writing to express interest in becoming more involved with my community & the wonderful historic city of Taylor. I consider myself a dedicated professional, who provides consistent dedication, values & integrity. I believe I have the essential skills and qualifications to be a valuable addition to the Committee Board. I have extensive training and experience in community events, general management, and working with people on all levels:

- Physician/Clinician Liaison throughout their career to over 200 providers
- On-boarding & Orienting all new Provider Staff
- Head of Employee Engagement Committee & Wellness Team
- Board Liaison
- USAF Veteran

I submitted my application with the hope that I can contribute my skills & experience to make a positive impact in my local community. I wholeheartedly thank you for consideration and look forward to continuing this conversation in person.

Sincerely,

Samuel Avila



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name: Gary Gola

Address (Residence and Mailing)

1806 Cypress Cove

Taylor, TX 76574

How long at this residence? 31 years

Phone (Home) _____

Cell Phone: 512.771.2413

Fax: 512.365.1576

Email: garygola@gmail.com

Occupation: Real Estate Broker

Employer: Cornerstone Real Estate, Inc. (Owner)

Address: 105 W 4th

Taylor, TX 76574

Work Phone: 512.365.9548

Business owner? ☒ Yes

☐ No

Additional information?: Retired from State of Texas
where I worked for 26 years

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.):

Taylor Economic Development Corporation.

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

My work and business experience working for the State of Texas for 26 years and in the Real Estate industry for 19 years has provided me with vast knowledge in working with business and with operating a business. This experience will be beneficial in attracting economic growth to Taylor.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature

Date:

1/27/2020

City of Taylor Boards and Committee Application Addendum for:

Gary Gola

Served on the Taylor Parks and Recreation Advisory Board from 2008 to present.

Retired from 26 years of service at the Texas Department of Insurance. At TDI I managed a staff of statisticians, research specialists, and insurance professionals that were responsible for managing three statistical agents located in Texas, New York, and Florida; additionally my staff managed a multi-state agency project along with a contractor located in Alabama and Utah that was responsible for automobile insurance verification activities. These functions and contractors involved annual budgets in excess of 5.5 million dollars. My work experience involved the collection of over a billion records of insurance related information each year. This work involved the analysis, reasonability testing, compilation, and reporting on this vast amount of information that then went into decision making for things like premium rates and market stability. I was also afforded the opportunity to be involved with the development, issuance, evaluation, and awarding of contracts through a variety of methods including RFIQ's, RFP's, and HUB sub-contracting. I was trained in project management by the Project Management Institute and in the development and use of Balanced Score Cards to help organizations meet their goals and stated mission.

Additionally, my wife and I have been the owners and operators of Cornerstone Real Estate, Inc. since 2003. We employ a staff of licensed agents that service a large portion of the central Texas market. We are both Taylor natives and have purposely chosen to stay in the Taylor area to raise our family and operate our business. Working in the real estate market has provided me with a unique insight into what it takes to make a community viable and attractive to both residents and investors. My hope is to make a difference in this town so that it is a place that both Taylor natives and newcomers will be proud to call home.



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	Matthew Rector
Address (Residence and Mailing)	
	4104 Zion Avenue
	Taylor, TX 76574
How long at this residence?	Almost 3 yrs
Phone (Home)	None
Cell Phone	(314) 939-9833
Fax	None
Email	matthew.a.rector.sr@gmail.com

Occupation	Engineer
Employer	MWM DesignGroup
Address	305 E Huntland Dr. Ste 200
	Austin, TX 78752
Work Phone	(512) 992-2966
Business owner?	☒ Yes ☐ No
Additional information?	We own The
	Light House Boutique.

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Main Street Advisory Board, Taylor EDC
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)
Have received business training in the boots to business program.

I have started an LLC and a 501C3. Have a masters degree in finance.

I am a professional engineer with experience in development and construction.

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I hereby swear and affirm that the information provided above is true and correct

Signature

Date

4/24/2020



City of Taylor

Boards and Committee

Application

PLEASE TYPE OR PRINT CLEARLY:

Name **John M. McDonald**

Address (Residence and Mailing)

2405 Meadow Ln

Taylor, Tx. 76574

How long at this residence? **27 years**

Phone (Home) (512) **365-3528**

Cell Phone (512) **569-6247**

John.M.McDonald@hotmail.com

Occupation **Senior Application Developer**

Employer **DXC Technology 1775 Tysons Blvd**

Work Phone (512) **365-3528**

Business owner? ☐ Yes ☒ No

Additional information?

Are you willing to meet via Zoom or other virtual software? ☐ Yes ☒ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) **Taylor Economic Development Corporation**

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

9 years Taylor City Council (two-time Mayor Pro-Tem). 5 ½ years Planning and Zoning Commission.

46 years investment experience, following world, national, & local business news, trends, & developments. I understand a balance sheet and can evaluate an earnings report.

Based upon wire & business reports and my own investigative skills, I determined the Taylor area was a prime candidate for the Tesla Gigafactory 6 weeks before it was first discussed in council executive session.

I believe the TEDC should be aggressive as well as fiduciary as possible to bring viable, new businesses to Taylor. Taylor has much work to do and I believe I have the skill set to help make economic develop occur.

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requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of

Feb 1, 2021



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	<u>Tia Rae Stone</u>
Address (Residence and Mailing)	<u>1306 Cecelia St.</u>
	<u>Taylor, TX 76574</u>
How long at this residence?	<u>5 years</u>
Phone (Home)	<u></u>
Cell Phone	<u>254-455-0145</u>
Fax	<u></u>
Email	<u>tia.stone@gmail.com</u>

Occupation	<u>Chamber executive</u>
Employer	<u>Greater Taylor Chamber of Commerce</u>
Address	<u>1519 N. Main St.</u>
	<u>Taylor, TX 76574</u>
Work Phone	<u>512-352-6364</u>
Business owner?	☐ Yes ☐ No
Additional information?	<u></u>
Are you willing to meet via Zoom or other virtual software?	☒ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Taylor Economic Development Corporation

Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

Training and experience helping local businesses. Completely dedicated to the success of our community and understand

the impact of economic development on Taylor and its future. In my current job and years of media experience, I also respect

and understand the need for confidentiality for projects. My training has also included treatment of sensitive information.

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Tia Rae Stone

Date Feb. 10, 2021



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name <u>Sam Dowdy Sr</u>	Occupation <u>Plumbing business owner</u>
Address (Residence and Mailing) _____ _____	Employer <u>S+D Plumbing</u>
How long at this residence? _____	Address <u>421 Talbot</u> <u>Taylor TX 76574</u>
Phone (Home) _____	Work Phone <u>512 365-8866</u>
Cell Phone <u>512 788-1500</u>	Business owner? ☒ Yes ☐ No
Fax _____	Additional information? _____
Email <u>sam@sanddplumbing.com</u>	Are you willing to meet via Zoom or other virtual software? ☒ Yes ☐ No

List the Board or Commission you are applying for. A person may not be appointed by the City Council to serve on more than one board or commission simultaneously. (Does not apply to the Comprehensive Plan Implementation Committee.) If more than one, please list in order of priority for which you wish to be considered.) : Economic Development Commission
Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.taylor.tx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

45 yrs in construction, 40 yrs self employed, 25 yrs
25 yrs construction development and 30 yrs of ranching

APPLICANTS FOR ZONING BOARD OF ADJUSTMENTS, PLANNING AND ZONING, BUILDING AND STANDARDS COMMISSION, AND PARKS AND RECREATION BOARD MUST BE A LEGAL RESIDENT OF THE UNITED STATES AND A VOTING RESIDENT WHO LIVES AND RESIDES* IN THE CITY OF TAYLOR. (*Effective 12/16/08. Residency requirement does not apply to the Moody Museum Board, Library Board, Main Street Advisory Board, Airport Board, or the TEDC. Change in residency status during term can result in termination of appointment.)

I hereby swear and affirm that the information provided above is true and correct

Signature Sam Dowdy Sr

Date 2/11/2021

Tree Advisory Board				
Willing to be Re-appointed?	TERM	MEMBER	APPOINTED	EXPIRES
	3	Nathan Abbott 2100 Donna Drive Taylor, TX 76574 (C) 512-795-9066 (O) 512-671-8733 nathan@certifiedarborcare.net	2-2016, 2019	2-2022
Yes	3	Brian Lawrence 8901 Amberglen Blvd, Apt. 23106 Austin, TX 78729 © 512-466-2164 (O) 846-2535 or 940-0799 Brian.sfa04@gmail.com	7-2012	1-2021
Yes	3	Nancci Phillips-Burgess 1801 Oaklawn (C) 903-541-2669 Nancci2001@yahoo.com	9-2017	1-2021
	3	Bonnie Sladek 950 CR 365 (H) 352-3147	1-2014; 2016, 2019	2-2022
	3	Tiffany Price 215 Tucek Rd., (C) 512-955-6309 Tiffany.price@bbtrails.org	8-2019	8-2022
	3	Erin Butler 2401 CR 448 Taylor TX 76574 erintheaggie@gmail.com	2-2015; 2020	2-2023
Resigned Jan 2021	3	Julie Rydell 2205 W. Lake Drive (C) 512-294-1972 davisrydell@gmail.com	2-2020	2-2023

Members: 7

Duties: Est 2012. Discuss beautification of the city through the painting and maintenance of trees and assist staff with the annual Arbor Day event.

Appointed by: City Council

Meets: Quarterly on Tuesday at 6pm

Liaison: Leisha Morrison

2021

[illegible]

ZBA (Zoning Board of Adjustment)

Willing to be reappointed?	TERM (Yrs)	MEMBER	APPOINTED	EXPIRES
	2	April Young 1220 W. Lake Dr. (C) 512-992-9994 April_young@dell.com	8-2019	8-2021
	2	Nancy Talley 1622 Tammi Lane (H) 512-365-5091 (C) 512-848-6258 netalley@sbcglobal.net	10-2013, 2019; 2020(to stagger terms better)	2-2022
Yes	2	Suzanne Bice P. O. Box 1011 840 W. 6 th St. Taylor, TX 76574 (PH) 806-382-3993 bicesuzanne@gmail.com	1-2017	2-2021
	2	Craig Eulenfeld 1618 Laurel St. Taylor, TX 76574 (H) 512-365-7174 (C) 512-801-2262 ceulenfeld@austin.rr.com	1-2017; 2020(to stagger terms better)	2-2022
	2	David Paul P. O. Box 1011 840 W. 6 th St. Taylor, TX 76574 (PH) 806-433-3635 2sealys2many@gmail.com	1-2017; 2020	2-2022
Alternate Yes	2	Michael Prillaman 1502 Sherry Dr. (H) 512-487-6089 (C) 512-636-5033 michael@austineastward.com	7-2017, 2019	2-2021
Alternate	2	vacant		
Alternate	2	vacant		

Members: 5 members, 3 alternates

Duties: hear and decide special exceptions to the zoning ordinance and rules on appeals. This board is autonomous.

Appointed by: City Council

Meets: 1st Tuesday at 6pm or as needed

Liaison: Carrie Orts

Zoning Board of Adjustment (ZBA)

MEMBER NAME	12/1/2020								TOTAL MTGS CALLED	TOTAL MEETINGS ABSENT	Met Attendance Requirement per handbook
Nancy Talley	P								1	0	Yes
Craig Eulenfeld	P								1	0	Yes
Suzanne Bice	P								1	0	Yes
David Paul	P								1	0	Yes
Michael Prillaman	P								1	0	Yes
April Young	P										
EA = Excused Absence, per Chairman		A = Absent, not excused						P = Present at meeting			
Please Note:											
Attendance Requirement: Per City Council policy via B&C handbook, if a member is absent from more than twenty-five (25%) percent of the duly called meetings in any period of twelve (12) consecutive months or absent from more than two duly called meetings in any period of twelve consecutive months, whichever is greater, for any reason, other than a reason acceptable to the Chairman of that Board, which prevents the public officials' attendance, the member shall be disqualified and automatically removed from serving as a board member.											



City of Taylor Boards and Committee Application

PLEASE TYPE OR PRINT CLEARLY:

Name	Carey Gambrell
Address (Residence and Mailing)	
	1607 Tammi Lane
	Taylor, Texas 76574
How long at this residence?	2 years
Phone (Home)	512-309-4789
Cell Phone	512-657-2346
Fax	
Email	coccarey@gmail.com

Occupation	Accounting Administrative Assistant
Employer	Rowe Valley Materials
Address	850 CR 366
	Taylor, Texas 76574
Work Phone	
Business owner?	☐ Yes ☒ No
Additional information?	
Are you willing to meet via Zoom or other virtual software?	☒ Yes ☐ No

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Please consider attending a committee meeting of interest to you prior to submitting your application. Check the website at <http://www.tavlortx.gov> for a complete roster of committee appointees.

List experience, training, skills or interests which you believe you could bring to this position. (Attach resume or additional pages if needed.)

My family has lived in the Taylor area for several generations and over the years we have seen such tremendous growth. I graduated from Taylor HS, work for local business and would love to be more involved in the community. I look forward to seeing our town flourish and assist in any way I can. I would appreciate the opportunity to be a part of any of the above committees I listed above.

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I hereby swear and affirm that the information provided above is true and correct

Signature Carey Gambrell

Date 2/12/2021

CAREY GAMBRELL

1607 Tammi Lane, Taylor, TX 76574 • 512.657.2346 • coccarey@gmail.com

BUSINESS SERVICE PROFESSIONAL

PROFILE

- More than 15 years of leadership experience in customer service focused environments.
 - Excellent communicator with demonstrated ability to collaborate with staff, management, business partners.
 - Demonstrates organization, prioritization, and interpersonal skills.
 - Mentor and lead teams with integrity to deliver service excellence.
-

PROFESSIONAL EXPERIENCE

Rowe Valley Materials, Taylor, TX (2020 – Present)

Accounting Administrative Assistant

- Maintain accurate bookkeeping database and create spreadsheets for all projects.
- Enter daily reports.
- Prepare and send weekly invoices.
- Record, reconcile and track payments.

Providence Funeral Home, Taylor, TX (2018 – Present)

Business Services, Board of Directors Liaison, Project Coordinator, Funeral Director Assistant

- Serve as liaison for Board of Directors and communicated company policy violations and concerns to the leadership team in a timely manner.
- Handle problems and issues with professionalism throughout all interactions with staff, vendors, and clients.
- Manage and coordinate special projects including review annual contract renewals for each location.
- Assist Funeral Director and help customers to answer any questions about the products and services we offer.

Williamson County and Cities Health District, Round Rock, TX (2016 – 2018)

Public Health Nurse/TB Case Manager

- Utilized technology to streamline operations and ensure targeted patient care on a case-by-case basis through direct video observation medication treatment on a daily basis.
- Ensured comprehensive care across multi-disciplined healthcare teams as Primary Coordinator.
- Participated in weekly meetings with Medical Director to discuss status of treatment regimen.

Brightstar Home Care, Austin, TX (2015 – 2017)

RN Travel Infusion Nurse

Hospice Compassus, Round Rock, TX (2013 – 2015)

RN Hospice Case Manager

- Provided case management and ongoing care for elderly and terminally ill patients.
- Created, developed, and implemented individual care plans while managing caseload of up to 18 clients to include patient education, clinical care, and ongoing monitoring.
- Attended weekly Interdisciplinary Plan of Care meetings to discuss status of patients and revise initial care plan if needed.
- Participated in on-call rotations and provided care and service after hours.

Seton Medical Center, Taylor, TX (2003 – 2013)

RN Acute Care, Medical/Surgical Nurse

- Consistently provided patient care in a diverse, fast-paced, and dynamic environment.
- Promoted cross-functional, collaborative working relationships with all staff and medical team to ensure consistent level of superior patient care.

EDUCATION

Associate of Science in Nursing, Temple College, Temple, TX