

AGENDA

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

JANUARY 14, 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@taylor.tx.gov prior to 5:30p.m. Thursday, January 14th.

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

CALL TO ORDER AND DECLARE A QUORUM

Welcome to new HR Director and Civil Service Director Lashon Gros. (Brian LaBorde),
Welcome to new Assistant Finance Director Sarah Richardson. (Jeff Wood)

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 December 10, 2020 regular Council meeting and the December 21, 2020 special called Council meeting. (Dianna Barker)
2. Concur with preliminary financials for November 2020. (Jeff Wood)
3. Consider Approving Resolution R21-01 approving the City Investment Policy and Investment Strategy. (Jeff Wood)
4. Consider consenting to creation of the proposed Travis County Emergency Services District No. 17. (Daniel Baum)
5. Consider Ordinance 2021-01 amending the Sign Ordinance. (Tom Yantis)
6. Consider Ordinance 2021-02 Amending the Subdivision Ordinance for Updates to Pavement Design Criteria and associated elements of the Engineering Manual. (Jim Gray)

PUBLIC HEARING/ORDINANCES

7. Hold Public Hearing and Introduce Ordinance 2021-03 changing the current zoning for a parcel of land, consisting of approximately 0.41 acres, addressed as 1902 Old Granger Rd., from Single-Family Residential Zoning District (R-1) to Local Business Zoning District (B-1). (Tom Yantis)

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

8. Receive presentation regarding the Housing Stability Working Group. (Tom Yantis)
9. Consider rental usage agreement for Dickey Givens Community Center. (Jeff Jenkins)
10. Approve Contract with Seapine Consulting for Diversity, Equity & Inclusion services. (Jeff Jenkins)

11. Consider approval of a Wastewater Cost Participation Development Agreement between the City and Townbridge Homes, LLC and Castlewood Developers, LLC regarding the oversizing of wastewater facilities in connection with the development of the Castlewood subdivision. (Tom Yantis)
12. Receive first quarter financial update. (Jeff Wood)
13. Consider approving Resolution R21-02, authorizing an application to the Economic Development Association (EDA) for Federal Assistance through the EDA Public Works and Economic Adjustment Assistance (PWEAA) Program. (Jeff Jenkins)

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 business prospect.

- a. Project Spring

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 January 11, 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, City Clerk

Date

1-11-2021



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 1

Agenda Title: Approve minutes from the December 10, 2020 regular Council meeting and the December 21, 2020 special called 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)
--

N/A

8. ATTACHMENTS

- 1a. [December 10, 2020 minutes](#)
- 1b. [December 21, 2020 minutes](#)

City of Taylor
Regular City Council Meeting
Taylor City Hall, Council Chambers, 400 Porter Street
December 10, 2020 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 took a roll call, declared a quorum and called the meeting to order at 6:00 p.m.

CITIZENS COMMUNICATION

There were no citizen comments.

BOARDS & COMMISSION PRESENTATION

1. Animal Control Appeals Board and Shelter Advisory Committee update.

Melanie Rathke, Board Chair – gave a presentation on the Board’s focus and accomplishments in 2020.

Motion was made by Councilmember Garcia to receive the Animal Control Appeals Board update as presented. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

CONSENT AGENDA

- 2. Approve minutes from the November 12, 2020 regular City Council meeting and November 16, 2020 Special Called Council meeting.**
- 3. Consider reappointment of Joan Maxfield as the Taylor representative on the Williamson County and Cities Health District Board.**
- 4. Concur with Preliminary Financials for October 2020.**
- 5. Consider Ordinance 2020-21 amending the FY2019-2020 budget.**

Motion was made by Councilmember Drummond to approve the consent agenda items as presented. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

PUBLIC HEARINGS / ORDINANCES

6. Introduce Ordinance 2021-01 amending the Sign Ordinance.

Tom Yantis, Development Services Director – gave a presentation on a proposed ordinance that would amend the Sign Ordinance based on a set of recommendations from the Main Street Advisory Board regarding proposed amendments to the sign ordinance related to sign regulations

in the Downtown Sign District, and additional recommendations from staff regarding political signs on City property.

The City Attorney read the caption of the ordinance.

ORDINANCE NO. 2021-01

AN AMENDMENT TO THE TAYLOR CITY CODE, CHAPTER 24 SIGNS, AMENDING SECTION 24-2, DEFINITIONS, AND SECTION 24-3, GENERAL PROVISIONS; PROVIDING A PENALTY FOR VIOLATION OF THE SIGN ORDINANCE AS AMENDED; PROVIDING AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

First reading. No action taken.

7. Introduce Ordinance 2021-02 amending the Subdivision Ordinance for Updates to Pavement Design Criteria and associated elements of the Engineering Manual.

Jim Gray, Public Works Director – gave a presentation on updating the pavement design criteria and associated elements of the City’s Engineering Manual. The proposed minimum pavement section would require adding 8 inches of lime treated subgrade to collector and local street sections while leaving the existing asphalt and base requirements as they are currently.

The City Attorney read the caption of the ordinance.

ORDINANCE NO. 2021-02

THIS ORDINANCE AMENDS ORDINANCE NO. 2009-37, ORDINANCE NO. 2019-32, AND ORDINANCE NO. 2020-03 WHEREIN AN ENGINEERING MANUAL WAS ESTABLISHED AND SUBSEQUENTLY AMENDED FOR MINIMUM STANDARDS AND CONSTRUCTION DETAILS FOR ALL PUBLIC FACILITY IMPROVEMENTS, WITH STANDARD DETAILS FOR EACH TYPE OF IMPROVEMENT; AND THIS ORDINANCE ESTABLISHES A REVISED ENGINEERING MANUAL FOR THE PURPOSES SET FORTH IN THE REVISED ENGINEERING MANUAL ATTACHED HERETO AND INCORPORATED INTO THIS ORDINANCE; PROVIDING AN EFFECTIVE DATE; PROVIDING A PENALTY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

First reading. No action taken.

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

8. Receive Legislative update from Texas Municipal League about the upcoming 87th Legislative Session.

Monty Wynn and Jesse Ancira, Jr., Texas Municipal League – gave a presentation on the election and upcoming legislative issues in the 87th Texas Legislature.

Motion was made by Councilmember Ariola to receive the TML update as presented. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

9. Consider Authorizing Award of the Construction Contract for the Mustang Creek Wastewater Treatment Plant Improvements Project to Archer Western Construction, LLC.

Troy St. Tours, HDR Engineering – gave a presentation on the bid proposal from Archer Western Construction, LLC. for constructing needed improvements at the Mustang Creek Wastewater Treatment Plant. Three contractors submitted bid proposals for the Base and Alternate Bid Items. Archer Western was the low responsive bidder for both items.

Motion was made by Councilmember Ariola to accept the Base and Alternate Bids of Archer Western Construction, LLC. for the combined total of \$1,583,440 for constructing the Influent Lift Station and Clarifier No. 3 improvements. Motion was seconded by Councilmember Drummond. Motion carried unanimously via roll call vote.

10. Update and possible direction to staff regarding the maintenance of landscaping in public rights-of-way.

Tom Yantis, Development Services Director - provided an update to the July 16 and August 27, 2020 Council discussions on right-of-way maintenance regarding the responsibility of property owners to maintain landscaping within alleys and the parkway portion of the public rights-of-way. Staff requested direction from Council on the mowing of major corridor rights-of-way and tree trimming of trees overhanging the street. City Council directed staff to take responsibility for mowing major corridors on a routine basis and develop a funding proposal for FY 2021-22 to provide funds to address tree trimming needs.

Motion was made by Councilmember Drummond to receive the rights-of-way maintenance update as presented. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

Mayor Rydell read the Executive Session items. City Council adjourned into executive session at 7:34p.m.

Executive Session I. 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. 4th Street Litigation

City Council reconvened into regular session at 7:50p.m.

ADJOURN

With no further business Mayor Rydell declared the meeting adjourned at 7:50p.m.

ATTEST:

Brandt Rydell, Mayor

Dianna Barker, City Clerk

City of Taylor
Special Called City Council Meeting
Taylor City Hall, Council Chambers, 400 Porter Street
December 21, 2020 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
Mayor Pro-Tem Dwayne Ariola
Council Member Robert Garcia
Council Member Mitch Drummond
Council Member Gerald Anderson
Others attending the Executive Session: Mark Schroeder, Assistant City Attorney
Jeff Jenkins, Deputy City Manager
Tom Yantis, Development Services Director
Kelly Kaatz, HDR Engineering
Jacob Walker, HDR Engineering

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

CITIZENS COMMUNICATION

No communications submitted.

REGULAR AGENDA; REVIEW/DISCUSS AND CONSIDER ACTION

Mayor Rydell read the executive session item.

1. **Executive Session I.** 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. Proposed settlement agreement in the lawsuit styled, *City of Taylor v. BSP Engineers, Inc., Sledge Engineering, LLC, and Alliance Engineering* CAUSE NO. 20-0056-C395

Council adjourned into executive session at 6:02pm.

Council reconvened into regular session at 6:08pm.

Motion was made by Councilmember Drummond to approve the settlement agreement in the lawsuit styled City of Taylor v. Sledge Engineering LLC, BSP Engineers, and Alliance Engineering group and authorize the Mayor to execute the settlement agreement on behalf of the City. Motion was seconded by Mayor Pro-Tem Anderson. Motion carried unanimously via roll call vote.

ADJOURN

With no further business Mayor Rydell declared the meeting adjourned at 6:10p.m.

ATTEST:

Brandt Rydell, Mayor

Jeff Jenkins, Deputy City Manager
Transcribed by Dianna Barker



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 2
Agenda Title: **Concur with Preliminary Financials for November 2020**

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 November 30, 2020:

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 \$205,151 or 16.4% over last year's fiscal year-to-date. The majority of revenue collected in November was received through property tax and sales tax. Revenues collected is reported at 9.6% of the budget.
- Property tax collections amount to \$643,958 through November. The amount collected represents approximately 8.6% 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 \$656,949 through November, up by \$47,742 or 7.8% when compared to this same time last year. The payment received in November represents sales that occurred in September. November revenues ended up slightly higher than the previous year and were higher than budgeted.
- Expenditures in the General Fund are down by \$431,025 or 17.6% compared to last year's expenses fiscal year-to-date. Expenditures of 15.8% 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 \$134. 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 \$23,813 fiscal year-to-date, of which \$13,087 was collected in November. November's collection was \$6,035 less than November 2019, and year-to-date HOT collections are \$13,980 (-37%) 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 \$2,477 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 \$1,628, which is 9.6% 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 \$49 and \$20 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 November are reported at \$67,903. 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 November are reported at \$42,171. 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 November are reported at \$153,022. The City contracts its solid waste collection service and expenditures represent the payment to the City's solid waste provider. November's cost for solid waste collection services is \$139,688.

Utility Fund

- Revenues through November totaled \$1,633,393, which includes \$1,616,547 in charges for service. User charges are up \$513,739 compared to the same period last year. Expenditures fiscal year-to-date total \$833,515 compared to \$874,041 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 \$37,177 and revenues from fuel sales are \$23,840. Total revenues for the current fiscal year are down by \$16,832, or 21.6% compared to the previous year. The revenues from the sale of fuel have been impacted by COVID-19.
- The Airport Fund expenditures are below budgeted amounts with revenues exceeding expenditures by \$20,129.

Cemetery Fund

- Revenues are reported at \$15,566 and are 8.7% 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 \$49,829, which represents 23.5% of budgeted amounts.
- Expenditures exceed revenues by \$34,263.

Other Funds:

- Roadway Impact Fund – There was \$0 in revenues collected in November. Budgeted expenditures in this fund are related to the Comprehensive Plan update.
- Utility Impact Fund – There were \$3,000 in revenues collected in November. 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 November 2020:](#)

- **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:** Current Monthly Investment Report Issued by Patterson & Associates.



**Monthly Finance Report as of :
November 2020**

City of Taylor
400 Porter Street
Taylor, TX 76574

Attachment A

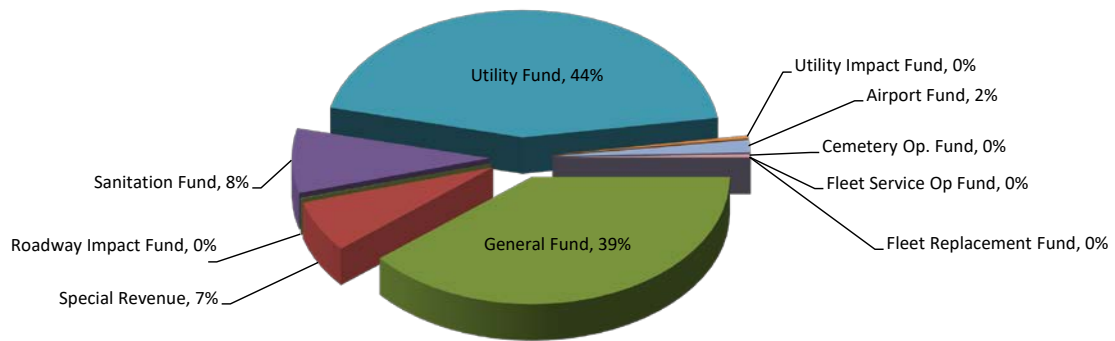
Financial Summary

Summary Revenue/Expenditures
Preliminary Year-to-Date as of November 30, 2020

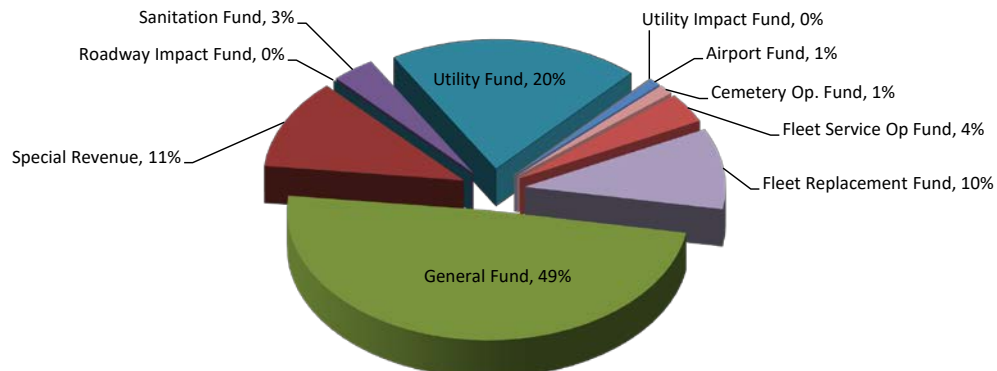
	Revenue			Expenditures			Surplus/Deficit
	Annual Budget	Actual Y-T-D	% of Budget	Annual Budget	Actual Y-T-D	% of Budget	
General Fund	\$ 15,106,982	\$ 1,453,580	10%	\$ 15,106,113	\$ 2,016,287	13%	\$ (562,707)
Special Revenue Funds							
- Tax Increment Fund (TIF)	\$ 337,500	\$ 134	0%	\$ 411,132	\$ 6,811	2%	(6,677)
- Hotel/Motel Tax*	\$ 205,000	\$ 23,813	12%	\$ 205,000	\$ 2,477	1%	21,337
- Main St. Revenue	\$ 107,100	\$ 70	0%	\$ 97,650	\$ 5,480	6%	(5,410)
- Municipal Court Sec/Tech	\$ 17,000	\$ 1,628	10%	\$ 10,212	\$ 4,015	39%	(2,387)
- Library Grants/Donations	\$ 5,300	\$ 69	1%	\$ 5,000	\$ 3,000	60%	(2,931)
- Transportation Fund (TUF)	\$ 793,000	\$ 136,007	17%	\$ 761,719	\$ 440,819	58%	(304,812)
- MDUS	\$ 501,000	\$ 83,505	17%	\$ 490,400	\$ 104	0%	83,400
Special Rev Funds Total	\$ 1,965,900	\$ 245,226	12%	\$ 1,981,113	\$ 462,706	23%	(217,480)
Enterprise Funds							
- Sanitation Fund	\$ 1,843,000	\$ 305,598	17%	\$ 1,821,700	\$ 142,253	8%	163,345
- Utility Fund	\$ 10,245,500	\$ 1,633,393	16%	\$ 10,000,242	\$ 833,515	8%	799,878
- Airport Fund	\$ 426,700	\$ 60,478	14%	\$ 426,342	\$ 40,349	9%	20,129
- Cemetery Op. Fund	\$ 179,000	\$ 15,566	9%	\$ 211,853	\$ 49,829	24%	(34,263)
Roadway Impact Fund	\$ 35,000	\$ 1,590	5%	30,000	-	0%	1,590
Utility Impact Fund	\$ 250,000	\$ 15,000	6%	125,000	-	0%	15,000
Fleet Service Operating Fund	\$ 701,808	\$ 572	0%	\$ 691,877	\$ 153,056	22%	(152,484)
Fleet Replacement Fund	\$ 416,355	\$ 72	0%	\$ 408,355	415,545	102%	(415,473)
Total	\$ 32,464,245	\$ 3,731,075	11%	\$ 32,054,714	\$ 4,113,541	13%	\$ (382,466)

*Net of 380 Agreement

Total Revenue Summary (\$3,731,075)



Total Expenditure Summary (\$4,113,541)



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

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2020

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	801,889.25	1,325,806.66	11.42	0.00	10,286,193.34
320-PERMITS AND LICENSES		494,800.00	11,361.76	50,524.49	10.21	0.00	444,275.51
330-INTERGOVERNMENTAL REV		196,600.00	1,500.00	1,500.00	0.76	0.00	195,100.00
340-CHARGES FOR SERVICES		272,400.00	22,628.25	43,045.26	15.80	0.00	229,354.74
410-FINES AND FORFEITURES		266,500.00	8,111.84	17,291.50	6.49	0.00	249,208.50
420-ASSESSMENTS		13,000.00	211.27	904.83	6.96	0.00	12,095.17
430-USE OF MONEY AND PROP		231,000.00	3,639.61	11,435.94	4.95	0.00	219,564.06
440-DONATIONS FROM PRIVAT		12,500.00	1,145.00	1,459.30	11.67	0.00	11,040.70
450-INTERFUND OPERATING T		2,008,182.00	0.00	1,612.10	0.08	0.00	2,006,569.90
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 ***		15,106,982.00	850,486.98	1,453,580.08	9.62	0.00	13,653,401.92
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
500-CITY COUNCIL		195,588.00	22,574.64	31,522.34	16.19	150.50	163,915.16
501-CITY MANAGEMENT		668,015.00	52,767.48	90,389.49	13.53	0.00	577,625.51
503-PUBLIC INFORMATION		196,018.00	13,785.73	22,738.22	11.60	0.00	173,279.78
504-HUMAN RESOURCES		236,632.00	14,797.72	30,771.95	13.00	0.00	205,860.05
512-FINANCIAL SERVICES		603,991.00	30,130.80	60,193.94	9.97	0.00	543,797.06
516-MUNICIPAL COURT		404,147.00	28,939.24	46,498.05	11.51	0.00	357,648.95
522-DEVELOPMENT SERVICES		1,037,671.00	81,805.42	142,346.69	15.29	16,275.60	879,048.71
524-MAIN STREET PROGRAM		112,655.00	7,599.06	13,175.87	11.70	0.00	99,479.13
527-MOODY MUSEUM		9,895.00	689.95	929.39	9.39	0.00	8,965.61
532-PUBLIC LIBRARY		476,966.00	35,589.63	70,141.45	16.36	7,887.07	398,937.48
542-FIRE SUPPRESSION/EMER		2,647,342.00	180,728.21	387,142.78	20.40	152,943.62	2,107,255.60
552-POLICE FIELD SERVICES		4,005,311.00	297,511.97	531,166.91	16.64	135,161.57	3,338,982.52
558-ANIMAL CONTROL SECTIO		224,561.00	16,829.34	28,284.09	12.60	0.00	196,276.91
563-STREET & GROUND MAIN		1,705,624.00	114,719.94	230,809.73	13.61	1,300.00	1,473,514.27
565-PARKS & RECREATION		1,041,308.00	63,651.43	125,639.67	12.62	5,750.00	909,918.33
566-INTERNAL SVCS/BLDG		497,746.00	30,253.16	60,825.83	14.87	13,200.00	423,720.17
573-ENGINEERING & INSPECT		150,000.00	13,871.08	13,908.00	9.27	0.00	136,092.00
575-INTERNAL SVC/IT DEPT		263,243.00	18,000.49	35,443.99	13.46	0.00	227,799.01
592-NON-DEPARTMENTAL		<u>629,400.00</u>	<u>31,445.96</u>	<u>94,359.04</u>	<u>21.72</u>	<u>42,352.22</u>	<u>492,688.74</u>
*** TOTAL EXPENDITURES ***		15,106,113.00	1,055,691.25	2,016,287.43	15.83	375,020.58	12,714,804.99
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		869.00	(205,204.27)	(562,707.35)	908.85-	(375,020.58)	938,596.93
		=====	=====	=====	=====	=====	=====

AS OF: NOVEMBER 30TH, 2020

***	TOTAL PROFIT / (LOSS)	***	6,788.00	(1,305.63)	(2,387.46)	148.18-	(7,671.00)	16,846.46
			=====	=====	=====	=====	=====	=====

AS OF: NOVEMBER 30TH, 2020

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	21.91	49.49	1.24	0.00	3,950.51
440-DONATIONS FROM PRIVAT		<u>300.00</u>	<u>0.00</u>	<u>20.00</u>	<u>6.67</u>	<u>0.00</u>	<u>280.00</u>
*** TOTAL REVENUES ***		5,300.00	21.91	69.49	1.31	0.00	5,230.51
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
624-LIBRARY		<u>5,000.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>60.00</u>	<u>0.00</u>	<u>2,000.00</u>
*** TOTAL EXPENDITURES ***		5,000.00	0.00	3,000.00	60.00	0.00	2,000.00
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		300.00	21.91	(2,930.51)	976.84-	0.00	3,230.51
		-----	-----	-----	-----	-----	-----

AS OF: NOVEMBER 30TH, 2020

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	790,482.64	1,616,546.51	16.13	0.00	8,402,953.49
420-ASSESSMENTS		65,000.00	0.00	2,475.00	3.81	0.00	62,525.00
430-USE OF MONEY AND PROP		158,500.00	4,380.46	13,556.99	8.55	0.00	144,943.01
450-INTERFUND OPERATING T		0.00	0.00	0.00	0.00	0.00	0.00
460-PROCEEDS GEN FIXED AS		1,500.00	453.50	814.45	54.30	0.00	685.55
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	795,316.60	1,633,392.95	15.94	0.00	8,612,107.05
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
701-UTILITIES ADMINISTRAT		447,735.00	33,353.47	60,014.19	13.40	0.00	387,720.81
706-WASTEWATER TREATMENT		666,735.00	73,574.04	132,947.54	19.94	0.00	533,787.46
708-UTILITY DISTRIBUTION/		1,684,396.00	143,317.27	271,188.97	17.17	17,964.63	1,395,242.40
709-UTILITIES NON-DEPARTM		<u>7,201,376.00</u>	<u>187,953.29</u>	<u>369,364.52</u>	<u>5.13</u>	<u>83.60</u>	<u>6,831,927.88</u>
*** TOTAL EXPENDITURES ***		10,000,242.00	438,198.07	833,515.22	8.52	18,048.23	9,148,678.55
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		245,258.00	357,118.53	799,877.73	318.78	(18,048.23)	(536,571.50)
		=====	=====	=====	=====	=====	=====

FINANCIAL STATEMENT

AS OF: NOVEMBER 30TH, 2020

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>3,000.00</u>	<u>15,000.00</u>	<u>6.00</u>	<u>0.00</u>	<u>235,000.00</u>
***	TOTAL REVENUES ***	250,000.00 =====	3,000.00 =====	15,000.00 =====	6.00 =====	0.00 =====	235,000.00 =====
<u>EXPENDITURE SUMMARY</u>							
592-	NON-DEPARTMENTAL	<u>125,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>93.03</u>	<u>116,284.40</u>	<u>8,715.60</u>
***	TOTAL EXPENDITURES ***	125,000.00 =====	0.00 =====	0.00 =====	93.03 =====	116,284.40 =====	8,715.60 =====
***	TOTAL PROFIT / (LOSS) ***	125,000.00 =====	3,000.00 =====	15,000.00 =====	81.03- =====	(116,284.40) =====	226,284.40 =====

AS OF: NOVEMBER 30TH, 2020

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	(743.82)	(743.82)	18.60-	0.00	4,743.82
340-CHARGES FOR SERVICES		410,700.00	29,702.34	61,016.44	14.86	0.00	349,683.56
420-ASSESSMENTS		0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP		12,000.00	97.06	205.77	1.71	0.00	11,794.23
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	29,055.58	60,478.39	14.17	0.00	366,221.61
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
732-AIRPORT OPERATIONS DE		<u>426,342.00</u>	<u>18,287.55</u>	<u>40,348.97</u>	<u>9.46</u>	<u>0.00</u>	<u>385,993.03</u>
*** TOTAL EXPENDITURES ***		426,342.00	18,287.55	40,348.97	9.46	0.00	385,993.03
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		358.00	10,768.03	20,129.42	622.74	0.00	(19,771.42)
		=====	=====	=====	=====	=====	=====

AS OF: NOVEMBER 30TH, 2020

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	3,962.00	7,023.00	7.32	0.00	88,977.00
420-ASSESSMENTS		0.00	0.00	0.00	0.00	0.00	0.00
430-USE OF MONEY AND PROP		1,000.00	87.00	137.00	13.70	0.00	863.00
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	0.00	0.00	0.00	12,000.00
460-PROCEEDS GEN FIXED AS		<u>70,000.00</u>	<u>4,305.60</u>	<u>8,406.00</u>	<u>12.01</u>	<u>0.00</u>	<u>61,594.00</u>
*** TOTAL REVENUES ***		179,000.00	8,354.60	15,566.00	8.70	0.00	163,434.00
		=====	=====	=====	=====	=====	=====
<u>EXPENDITURE SUMMARY</u>							
761-CEMETERY OPERATING DE		<u>211,853.00</u>	<u>35,347.21</u>	<u>49,829.49</u>	<u>23.52</u>	<u>0.00</u>	<u>162,023.51</u>
*** TOTAL EXPENDITURES ***		211,853.00	35,347.21	49,829.49	23.52	0.00	162,023.51
		=====	=====	=====	=====	=====	=====
*** TOTAL PROFIT / (LOSS) ***		(32,853.00)	(26,992.61)	(34,263.49)	104.29	0.00	1,410.49
		=====	=====	=====	=====	=====	=====

Attachment C

COUNCIL REPORT

CHECKS POSTED IN NOVEMBER 2020

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	GENERAL FUND	AFLAC	AFLAC NOV. INVOICE	1,918.81
		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	282.48
			38705	282.48
		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
		MISCELLANEOUS ANDREW MOKRY	ANDREW MOKRY:DEPOSIT REFUN	100.00
		LOPEZ, SHUREEM	01-0436 D AVILES CHILD SUP	26.31
			01-0436 D AVILES CHILD SUP	26.31
		McCREARY, VESELKA, BRAGG & ALLEN PC	CC FEES OCTOBER 2020	48.00
			CC FEES OCTOBER 2020	559.55
		NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE CONTRIBUTIONS	2,266.25
			NATIONWIDE CONTRIBUTIONS	2,266.25
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV 2020	225.30
		SHOAF, DA'SHINIQUE SHI'JUAN	STEPHPHONE JONES	128.31
			STEPHPHONE JONES	128.31
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	18,417.24
			HEALTH PREMIUMS	1,018.72
			ADJ FROM LAST INVOICE	1,329.72-
			RETIRES FOR OCT.	3,730.46
			HEALTH PREMIUMS	18,700.52
			HEALTH PREMIUMS	1,018.72
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	25,020.77
			FEDERAL WITHHOLDING	24,116.68
			FEDERAL WITHHOLDING	0.26
			MEDICARE CONTRIB AND MATCH	3,950.61
			MEDICARE CONTRIB AND MATCH	3,889.19
			MEDICARE CONTRIB AND MATCH	2.32
		TAYLOR ECONOMIC DEV.CORP.	NOV 2020 SALES TAX	120,701.32
			FYE 2020 RESIDUAL	10,403.37
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TEDC TMRS CONT OCT 2020	3,273.53
			TMRS CONTRIBUTIONS	19,673.51
			TMRS CONTRIBUTIONS	20,163.58
			TMRS CONTRIBUTIONS	4,526.82
			TMRS CONTRIBUTIONS	17,029.50
		UNITED WAY OF WILLIAMSON COUNTY	UNITED WAY CONTRIBUTIONS	70.00
			UNITED WAY CONTRIBUTIONS	70.00
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	959.06
		TAYLOR PROFESSIONAL FIREFIGHTER ASSOCI	ACCT #2091015 TAYLOR FF AS	467.00
		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	1,172.69
			ICMA-RC CONTRIBUTIONS	1,172.69
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	2,527.58
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	249.84
			TOTAL:	312,840.30
CITY COUNCIL	GENERAL FUND	MUNICIPAL CODE CORP. DBA MUNICODE	ELECTRONIC UPDATE PAGES&IM	298.00
			ANNUAL FEE 11/1/20-10/31/2	350.00
		TAYLOR PRESS	ORDINANCE NO. 2020-11	52.50
			ORDINANCE NO. 2020-11	52.50

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ORDINANCE NO. 2020-15	105.00
			ORDINANCE NO. 2020-15	105.00
			ORDINANCE NO. 2020-17	84.00
			NOTICE OF GENERAL ELECTION	412.50
			NOTICE OF GENERAL ELECTION	412.50
		VERIZON WIRELESS	CELL PHONE	200.00
		WALLER LANSDEN DORTCH & DAVIS, LLP	4TH ST LITIGATION	11,631.24
		WMSON COUNTY CLERK	REPLENISH COUNTY RECORD FE	<u>500.00</u>
			TOTAL:	14,203.24
CITY MANAGEMENT	GENERAL FUND	GFOAT	B. LABORDE GFOAT MEMBERSHI	80.00
		GOOD STRANGERS	AGENDA UPDATE MAYOR	14.47
			AGENDA UPDATE W/MAYOR	7.31
			MAYOR AGENDA UPDATE	8.75
		HEB CREDIT RECEIVABLES	KIM'S RETIREMENT GIFT	150.91
		ICMA	ICMA DUES J. JENKINS	1,064.00
		MISCELLANEOUS TEXAS TECH FOUNDATION	TEXAS TECH FOUNDATION:MEMB	50.00
		LUPE TORTILLA	LUNCH MTG MICHAEL COOPER	40.34
		LINCOLN	LTD 2020 INV.	91.00
			ADJ / ROCIO LOPEZ	0.55
			LTD 2020 INV.	91.00
		MARIACHIS DE JALISCO #3	AGENDA UPDATE R GARCIA	28.62
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
			INDEX CARDS	20.97
			CM CALENDARS,FOLDERS,POST	182.67
		ROJAS TACOS	AGENDA UPDATE G. ANDERSON	20.59
			AGENDA UPDATE G ANDERSON	13.83
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,941.96
			HEALTH PREMIUMS	3,941.96
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	670.45
			FICA CONTRIBUTIONS AND MAT	636.97
			MEDICARE CONTRIB AND MATCH	258.28
			MEDICARE CONTRIB AND MATCH	243.20
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,368.56
			TMRS CONTRIBUTIONS	2,228.32
			TMRS CONTRIBUTIONS	475.86
			TMRS CONTRIBUTIONS	1,790.17
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	93.76
		VERIZON WIRELESS	CELL PHONE	200.00
		WAL-MART COMMUNITY/GEMB	SHREDDER AND WATER FOR CMO	97.98
		TEXAS MUNICIPAL CLERKS ASSOCIATION, IN	L. ALVAREZ TRAINING	300.00
			TMCA MEMBERSHIP DUES-D. BA	100.00
		THE MONUMENT CAFE	MTG - MAYOR, BRIAN, JENKIN	75.67
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	EQUIPMENT	55.28
		CONGRESS FOR THE NEW URBANISM	MEMBERSHIP LABORDE	195.00
		SHRED-IT US JV LLC DBA SHRED-IT USA LL	SHREDDING SERVICES	213.80
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	158.06
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>23.36</u>
			TOTAL:	19,953.65
PUBLIC INFORMATION	GENERAL FUND	DATAPROSE LLC	NOVEMBER 2020 NEWSLETTER	996.00
		LINCOLN	LTD 2020 INV.	13.16
			LTD 2020 INV.	13.16
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
			HEALTH PREMIUMS	615.11

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		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
		TAYLOR PRESS	WINTER 2020 AD	275.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	262.35
			TMRS CONTRIBUTIONS	261.50
			TMRS CONTRIBUTIONS	55.09
			TMRS CONTRIBUTIONS	207.26
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	12.04
		VERIZON WIRELESS	CELL PHONE	100.00
		SWAGIT PRODUCTIONS, LLC	OCTOBER 2020 VIDEO STREAMI	695.00
		OSBORNE, STACEY FORD	OCTOBER 2020 PIO SERVICES	3,315.00
			NOVEMBER 2020 PIO SERVICES	4,355.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	24.82
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>3.96</u>
			TOTAL:	12,150.24
HUMAN RESOURCES	GENERAL FUND	LINCOLN	LTD 2020 INV.	31.05
			ADJ/ C. SILVA-GONZALES	0.55
			LTD 2020 INV.	31.61
			ADJ/ C. SILVA-GONZALES	1.12
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
			HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	294.34
			FICA CONTRIBUTIONS AND MAT	294.34
			MEDICARE CONTRIB AND MATCH	68.84
			MEDICARE CONTRIB AND MATCH	68.84
		STRATEGIC GOVERNMENT RESOURCES DBA. SG	HR DIRECTOR SEARCH	2,013.00
		TAYLOR PRESS	FIRE EXAM AD	22.00
			FIRE EXAM AD	22.00
			FIRE EXAM AD	22.00
		TAYLOR OFFICE PRODUCTS INC	PETERSON RETIREMENT PLAQUE	84.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	622.07
			TMRS CONTRIBUTIONS	634.30
			TMRS CONTRIBUTIONS	133.70
			TMRS CONTRIBUTIONS	502.99
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	28.38
		VERIZON WIRELESS	CELL PHONE	50.00
		COMPLIANCE ASSOCIATES MANAGEMENT, LP	PRE-EMP SCREENERING-A. CAVA	55.00
			PRE-EMP SCREENERING-D. MART	55.00
		WORKERS ASSISTANCE PROGRAM, INC.	EAP OCTOBER 2020 SERVICES	269.04
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	EQUIPMENT	55.28
		BRANDY MILLER PHD PC DBA:	PRE-EMP PSYCH-CALEB ANCHOR	250.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	49.64
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>7.92</u>
			TOTAL:	6,917.23
FINANCIAL SERVICES	GENERAL FUND	LINCOLN	LTD 2020 INV.	64.46
			LTD 2020 INV.	64.46
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,845.33
			HEALTH PREMIUMS	1,845.33
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	587.59
			FICA CONTRIBUTIONS AND MAT	587.59

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE CONTRIB AND MATCH	137.42
			MEDICARE CONTRIB AND MATCH	137.42
		STAPLES BUSINESS CREDIT	CALENDAR	20.89
			950XL INK	85.50
			WRONG CALENDAR	20.89-
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,635.40
			TMRS CONTRIBUTIONS	1,496.23
			TMRS CONTRIBUTIONS	343.45
			TMRS CONTRIBUTIONS	1,292.06
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	58.57
		VERIZON WIRELESS	CELL PHONE	50.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	EQUIPMENT	55.28
		THRYV, INC.	YELLOW PAGES AD	20.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	99.28
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	15.84
		PATTERSON CAPITAL MANAGEMENT DBA PATTE	OCTOBER 2020 INVESTMENT SR	<u>2,000.00</u>
			TOTAL:	12,441.21
MUNICIPAL COURT	GENERAL FUND	TYLER TECHNOLOGIES, INC	COURT ONLINE	933.36
		LINCOLN	LTD 2020 INV.	35.27
			LTD 2020 INV.	42.68
			ADD /A.CAVAZOS	7.41
		OFFICE DEPOT CORPORATION	TMC CALENDARS & CLIPS	20.48
			TMC CLIPS, ENVELOPES, PENS	49.97
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	112.17
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,845.33
			HEALTH PREMIUMS	2,460.44
			ADD A. CAVAZOS /EMP-CHILD	898.39
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	458.42
			FICA CONTRIBUTIONS AND MAT	458.42
			MEDICARE CONTRIB AND MATCH	107.22
			MEDICARE CONTRIB AND MATCH	107.22
		SOUTHERN COMPUTER WAREHOUSE	VIEWSONIC MONITOR	175.61
		TAYLOR OFFICE PRODUCTS INC	TMC WINDOW ENVELOPES	390.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	715.07
			TMRS CONTRIBUTIONS	770.65
			TMRS CONTRIBUTIONS	151.47
			TMRS CONTRIBUTIONS	569.82
		TRANSUNION RISK AND ALTERNATIVE DATA S	TLO LOCATOR SEPT 2020	100.00
			TLO LOCATOR OCT 2020	100.00
		ATMOS ENERGY	NATURAL GAS-109 W. 5TH ST	54.62
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	35.31
			ADD A. CAVAZOS	6.81
			ADD / ANITA CAVAZOS	49.51
		VERIZON WIRELESS	CELL PHONE	150.00
			IPAD	70.00
		QUADIENT LEASING USA, INC.	MC POSTAGE LEASE	52.55
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	74.46
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	15.84
			ADD A. CAVAZOS/EMP-CHILD	<u>7.92</u>
			TOTAL:	11,026.42
DEVELOPMENT SERVICES	GENERAL FUND	LEONARD, JENNY REBECCA DBA: LIONHEART	COMPREHENSIVE PLAN	4,144.50
		ENVELOPES.COM	CODE ENFORCEMENT ENVELOPES	119.95
		JACKY JONES DBA JJ SERVICES	602 MAPLE ST/SHRUB CLEAN U	175.00
		LINCOLN	LTD 2020 INV.	124.29

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			LTD 2020 INV.	124.29
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
			FRAME, HIGHLIGHTER, FOLDER	143.09
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	4,305.73
			HEALTH PREMIUMS	4,305.73
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,206.35
			FICA CONTRIBUTIONS AND MAT	1,193.95
			FICA CONTRIBUTIONS AND MAT	9.92
			MEDICARE CONTRIB AND MATCH	282.15
			MEDICARE CONTRIB AND MATCH	279.25
			MEDICARE CONTRIB AND MATCH	2.32
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,549.06
			TMRS CONTRIBUTIONS	2,535.87
			TMRS CONTRIBUTIONS	535.23
			TMRS CONTRIBUTIONS	2,013.51
		TRACTOR SUPPLY COMPANY	CODE ENFORCEMENT SUPPLIES	16.99
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	116.01
		VERIZON WIRELESS	CELL PHONE	485.73
		AMERICAN PLANNING ASSOC.	C. HARRISON MEMBERSHIP	255.00
		TEXAS DEPARTMENT OF LICENSING AND REGU	M. ACOSTA RENEWAL	75.00
		SECRETARY OF STATE DBA: TEXAS SECRETAR	PROPERTY LOOK UP	8.00
			SOS INQUIRY	6.00
			WEBSEARCH SOS	14.00
		HUMPHREYS, JAMES BRENT DBA: MALLARD &	318 BURKETT/ABATE MOW & BL	275.00
		THORNDALE MEAT MARKET	LUNCH W/COMM BOLES OFC	32.98
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	EQUIPMENT	55.28
		CONGRESS FOR THE NEW URBANISM	MEMBERSHIP T. YANTIS	125.00
		SOUTH CENTRAL PLANNING & DEV. COMMISSI	MPN OCTOBER 2020	875.00
		EILEEN MERRIT INC. DBA ATS ENGINEERS,	ATS PLAN REVIEW OCTOBER 20	2,985.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	198.56
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	AVAYA SOFTWARE	511.39
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	31.68
			TOTAL:	30,136.81
MAIN STREET PROGRAM 00 GENERAL FUND		LINCOLN	LTD2020 INV.	15.50
			LTD2020 INV.	15.50
		OFFICE DEPOT CORPORATION	COPY PAPER	20.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
			HEALTH PREMIUMS	615.11
		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
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	309.09
			TMRS CONTRIBUTIONS	308.09
			TMRS CONTRIBUTIONS	64.90
			TMRS CONTRIBUTIONS	244.19
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	14.07
		VERIZON WIRELESS	CELL PHONE	50.00
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	EQUIPMENT	55.28
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	24.82
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	3.96
			TOTAL:	2,721.66
CD-MOODY MUSEUM	GENERAL FUND	ADT SECURITY SERVICES INC	MOODY MUSEUM SECURITY SYST	59.76
		FRIENDS OF THE MOODY MUSEUM	HISTORICAL MARKER-DAN'L MO	375.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	131.76
		ATMOS ENERGY	NATURAL GAS-114 W 9TH ST	53.41
		AT&T U-VERSE	INTERNET-MOODY	70.02
			TOTAL:	689.95
PUBLIC LIBRARY	GENERAL FUND	BLACKSTONE AUDIO, INC. DBA: BLACKSTONE	AUDIO BOOKS	63.98
			AUDIO BOOKS	55.98
		FARONICS TECHNOLOGIES USA, INC.	DEEP FREEZE SOFTWARE RENEW	184.80
		INGRAM BOOK COMPANY	LIBRARY BOOKS	16.42
			books	895.49
			books	14.94
			books	117.27
			books	15.38
			books	12.34
		LINCOLN	LTD2020 INV.	65.92
			LTD2020 INV.	65.92
		NEWSPAPERS.COM	SUBSCRIPTION	139.90
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	917.00
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,075.55
			HEALTH PREMIUMS	3,075.55
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	608.40
			FICA CONTRIBUTIONS AND MAT	607.16
			MEDICARE CONTRIB AND MATCH	142.28
			MEDICARE CONTRIB AND MATCH	141.99
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,335.05
			TMRS CONTRIBUTIONS	1,328.21
			TMRS CONTRIBUTIONS	283.11
			TMRS CONTRIBUTIONS	1,065.08
		DURON, HANNAH	REIM CRICUT ACCESSORY@MICH	57.99
		ATMOS ENERGY	NATURAL GAS-801 VANCE ST	50.32
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	60.63
		VERIZON WIRELESS	CELL PHONE	50.00
		WAL-MART COMMUNITY/GEMB	LIBRARY SUPP- CUTLERY, LOT	28.28
		WILLIAMSON COUNTY SUN	SUBSCRIPTION	47.50
		DAHILL DBA: XEROX BUSINESS SOLUTIONS S	LIBRARY MONTHLY MAINT FEE	41.25
		DELL FINANCIAL SERVICES	LIBRARY OPTIPLEX & DELL MO	903.09
		CHARTER COMMUNICATIONS HOLDINGS, LLC D	LIBRARY INTERNET	271.77
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	148.92
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	23.76
			TOTAL:	15,911.23
FIRE DEPARTMENT	GENERAL FUND	AMAZON.COM SALES, INC DBA: AMAZON.COM	STREAMLIGHT BATTERY	43.62
			CELL SCREEN PROTECTORS	6.96
			(2) STREAMLIGHT BATTERIES	87.24
		CASCO INDUSTRIES INC.	(5) HELMET SHIELDS-POKORNY	205.00
		FED EX	COURIER - SHIRTS, HEADSETS	44.27
		GONZALEZ TACOS	OFFICER MEETING	31.39
		HEB CREDIT RECEIVABLES	PROPANE FOR R1	15.82
			MOUSE TRAPS	5.96
		HOLIDAY INN EXPRESS	MAYDAY TRAINING NOV 2020	264.06
		LINCOLN	LTD 2020 INV.	308.50
			TERM ST. JACQUES	10.59-
			ADJ. VRABEL	0.17
			LTD 2020 INV.	319.08
			ADD/C.ANCHORS	10.59
		MY-LOR, INC	LOCKER PLATES - POKORNY,BR	23.09

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		MOSS & MOSS INC. #7000	MISC PARTS	4.52
		TOUCH 4WASH	CAR WASH BAUM	8.00
			CAR WASH BAUM	8.00
			CAR WASH COPELAND	8.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	703.57
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	12,917.31
			TERM B.ST.JACQUES	652.93-
			HEALTH PREMIUMS	12,917.31
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	3,599.55
			FICA CONTRIBUTIONS AND MAT	3,452.81
			MEDICARE CONTRIB AND MATCH	841.82
			MEDICARE CONTRIB AND MATCH	807.53
		TAYLOR IRON-MACHINE WORKS	DIAMOND PLATES FOR PODIUM	438.00
		TEXAS COMMISSION ON FIRE PROTECTION	INVESTIGATOR EXAM CERT	87.17
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	7,773.16
			TMRS CONTRIBUTIONS	9,284.52
			TMRS CONTRIBUTIONS	2,234.48
			TMRS CONTRIBUTIONS	8,405.91
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	343.05
		ATMOS ENERGY	NATURAL GAS-705 CARLOS PAR	71.93
			NATURAL GAS-200 WASHBURN S	57.71
		UNDER ARMOUR	POLOS FOR FIRE CHIEF ACADE	51.94
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	292.90
			ADD C. ANCHORS	9.77
			ADJ / AARON CULBERTSON	18.80-
		VERIZON WIRELESS	CELL PHONES	201.05
			DATA CARDS	683.84
		WAL-MART COMMUNITY/GEMB	HDMI CABLE FOR MONITOR	6.24
			BATTERIES	11.94
			KITCHEN SUPPLIES	29.56
			BROCHURE PAPER	22.35
			RETURN PAPER	14.88-
			ROUND UP	19.86
			KITCHEN	2.28
			THUMB DRIVES	29.56
		THE FIRE STORE.COM	TAX REFUND	4.37-
			BUNKER SHROUD	58.95
		1ST PLACE AWARDS & GIFTS	EMBROIDERY B. SELLEARS	25.00
		AWARD CENTER	PATS FOR PROMOTION-POKORN,	76.05
		SIGNS.COM	REFUND TAX	11.55-
			SIGN FOR PODIUM	155.92
		BAUM, DANIEL	TFCA FIRE CHIEF WORKSHOP	136.00
		HAYDAY, INC DBA: CTWP	FD COPIER AGREEMENT	20.98
			FD MONTHLY COPIER AGREEMEN	36.30
		EMBASSY SUITES HOTELS	TFC ACADEMY DAVIS	561.90
			TFC ACADEMY SANDERS	552.00
		AT&T U-VERSE	INTERNET/CABLE-FIRE	142.24
		FIREPENNY	BUNKER SHROUD	49.82
		PAYPAL.COM	TRAINING	50.00
		911 SAFETY EQUIPMENT LLC	GEAR CLEANING SOLUTION	171.29
		GALLS PARENT HOLDINGS, LLC.	NAMETAPES - POKORNY, BROCK	55.95
			SILVER NAMETAG - COZZENS	12.00
		PINNACLE PEAK HOLDING CORPORATION DBA	REPAIR 2 HEADSETS	474.48
		POKORNY, TRENTON	REIMB INSPECTOR EXAM&TEST	143.66
		WILLIAMSON, JOE DBA: CUSTOS FRATIS SEC	3 DAYS OF MAYDAY TRAINING	1,101.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	496.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	83.16
			TOTAL:	70,381.37
POLICE DEPARTMENT	GENERAL FUND	COX TEXAS NEWSPAPERS, LP DBA:AUSTIN AM	STATESMAN ESUBSCRIPTION	11.54
		EQUIFAX	EMPLOYMENT VERIFICATION SV	41.95
		HEB CREDIT RECEIVABLES	CAKE/SUPPLIES SWEAR IN	29.17
		LOOK, DOUGLAS	MT. LEBANON SWAT SCHOOL	240.00
		LINCOLN	LTD 2020 INV.	539.30
			PRISCILLA MORENO VOCA GRAN	12.08
			LTD 2020 INV./MINUS P.MORE	539.31
			PRISCILLA MORENO VOCA GRAN	12.08
		OFFICE DEPOT CORPORATION	DISH SOAP- PD	56.69
			PD-COPY PAPPY	69.98
			ACO-TOILET PAPER (80 ROLLS	35.59
		PITNEY BOWES	PD MAIL MACHINE LEASE FY21	178.80
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	788.29
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	22,759.00
			HEALTH PREM./VOCA-P.MORENO	615.11
			ADJ/ T.HARMS /EMP/CHILD	943.48
			HEALTH PREMIUMS	22,759.00
			HEALTH PREM./VOCA-P.MORENO	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	5,552.07
			FICA CONTRIBUTIONS AND MAT	5,524.17
			MEDICARE CONTRIB AND MATCH	1,298.49
			MEDICARE CONTRIB AND MATCH	1,291.94
		TAYLOR SPORTING GOODS	VOCA JACKET P. MORENO	120.93
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	11,709.10
			TMRS CONTRIBUTIONS	11,486.29
			TMRS CONTRIBUTIONS	2,559.12
			TMRS CONTRIBUTIONS	9,627.20
		TIME WARNER CABLE DBA SPECTRUM	PD INTERNET NOVEMBER 2020	343.40
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	484.84
			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	INK FOR CHIEF'S PRINTER	158.67
		DEAN THREADGILL DBA:	KEYBOARDS REPLACEMENT SHIP	20.30
			MCT KEYBOARD SHIPMENT	20.90
		OLLE NETWORK TECH CONSULTANTS DBA ON T	MONTHLY IT SUPPORT- NOV 20	7,182.00
		BURRELL PRINTING COMPANY, INC	NEW PATROL BUSINESS CARDS	92.00
		PARAGON SOUTHWEST MEDICAL WASTE	NARCOTIC DESTRUCTION	2,080.00
		ITUNES STORE	ICLOUD STORAGE	0.99
			ICLOUD STORAGE	0.99
		AMAZON.COM	COFFEE	195.60
			COFFEE CREAMER	73.50
			GLOW STICKS FOR NIGHT TRAI	96.87
			CALENDARS	75.93
			2021 CALENDARS	39.78
			WIRELESS MOUSE	9.99
			NOTE PADS, COFFEE CUPS	208.22
			COFFEE STRAWS	5.99
			SPOONS	21.66
			FORKS	16.81
			CALENDARS, VOCA CALENDAR	340.15

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			VOCA CALENDAR	14.99
			RETURN CALENDARS	136.60-
		LAW ENFORCEMENT SEMINARS LLC	BODIFORD BACKGROUND INVEST	385.00
			OFC LOEVE BACKGROUND INV	385.00
		UHAUL	EVIDENCE TRANSPORT	198.00
		FASTREDACTION.COM	EVIDENCE REDACTION FEE CAC	48.00
		RING LLC	DOOR RING	30.00
		NEWSPAPERARCHIVE.COM	ACCESS FOR BEST PRACTICES	74.95
		GALLS PARENT HOLDINGS, LLC.	CADET DEHOYOS UNIFORMS	35.99
			CMDR. LAGRONE CARGO PANTS	73.95
			LOEVE CARGO PANTS X2	147.99
				285.61
			HARGER L/S KNIT SHIRTS X2	156.49
				718.20
			SHIPPING	49.89
			LOEVE KNIT SHIRTS	212.53
				71.44
			CPL URBAN SHIRT	52.68
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	893.00
			DENTAL INSURANCE/VOCA.P.MO	24.82
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	146.54
			VOCA GRANT P. MORENO	3.96
		KONICA MINOLTA PREMIER FINANCE	PD COPIER LEASE OCT/NOV 20	267.44
			TOTAL:	116,206.26
ANIMAL CONTROL	GENERAL FUND	J P COOKE CO	2021 ANIMAL REG TAGS	216.50
		EVINS TEMPORARIES, INC.	TEMP KENNEL-S. CARTER	964.64
			TEMP KENNEL-S. CARTER	742.00
			TEMP KENNEL-S. RUTHERFORD	445.20
			TEMP KENNEL TECH-SHELBY CA	593.60
			TEMP KENNEL TECH-S. RUTHER	964.64
			KENNEL TEMP/SHELBY CARTER	742.00
			KENNEL TEMP/S. RUTHERFORD	593.60
		LINCOLN	LTD 2020 INV.	19.92
			TERM K. SHRUM HAMMER	6.77-
			LTD 2020 INV.	19.92
		OFFICE DEPOT CORPORATION	PAPER TOWELS - ACO	41.38
		ALLIVET	PARVO VACCINES	289.46
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	169.56
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
			HEALTH PREMIUMS	615.11
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	196.17
			FICA CONTRIBUTIONS AND MAT	202.76
			MEDICARE CONTRIB AND MATCH	45.88
			MEDICARE CONTRIB AND MATCH	47.42
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	660.69
			TMRS CONTRIBUTIONS	401.98
			TMRS CONTRIBUTIONS	84.68
			TMRS CONTRIBUTIONS	318.59
		TRACTOR SUPPLY COMPANY	HEAT LAMP FOR ANIMAL SHEL	79.91
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	18.17
		VERIZON WIRELESS	CELL PHONE	150.00
		WAL-MART COMMUNITY/GEMB	CLOROX, BLEACH, GLOVES	58.95
		AMAZON.COM	PRINTER	279.89
			ACO OFFICE CHAIRS	111.76
			INK, CHAIR MATS	180.76

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		AT&T U-VERSE	INTERNET-ACO	74.90
		PAYPAL.COM	ACO CRUELTY INVESTIGATIONS	300.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	24.82
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	7.92
			TOTAL:	10,271.12
STREETS & GROUND MAINT GENERAL FUND		AMAZON.COM SALES, INC DBA: AMAZON.COM	PW PRODESKTOP W/CAMERA&MIC	1,510.60
		CONTECH CONST PRODUCT INC	LIZZIE,WESTCHESTER,E LAKE	3,474.60
			E LAKE DR/2 PIPE BANDS	80.96
			E LAKE DR/CULVERT PIPE	2,044.80
		GULF COAST PAPER CO. INC.	1424 N MAIN/CUPS 1951847	47.95
		HUNTER CONCRETE PUMPING, INC.	E LAKE/CULVERT,WATER LINE	2,010.00
			E LAKE/CULVERT,WATER LINE	1,460.00
		HEART OF TEXAS LANDSCAPE & IRRIGATION	CITY PROPERTIES/GROUNDS MA	17,542.41
		THE LEVY COMPANY, INC.	SCHOOL ZONE FLASH LIGHTS R	3,061.50
		LINCOLN	LTD 2020 INV.	166.09
			TERM C. OLIVAREZ	7.28-
			LTD 2020 INV.	166.09
		MINZENMAYER EXCAVATING: DBA M & M BROT	E LAKE DR/4 LOADS GRAVEL 2	1,280.00
		MOSS & MOSS INC. #4000	ST,GR/HARD HATS 148960	68.95
			ST,GR/GLOVES 149391	19.98
			ST,GR/SIGN INSTALL CONCRET	37.91
			ST,GR/B JERSEY GLOVES B18	19.98
			ST,GR/CABLE TIES B18875	12.58
			E LAKE/LEVELLING TOOLS 189	21.57
			ST,GR/SOCK ADAPTER 19	6.29
			ST,GR/KEYS 19	5.97
			ST,GR/EARPLUGS 19	15.99
			ST,GR/SAW DISC 19	9.85
		OFFICE DEPOT CORPORATION	ST,GR/WHITE BOARD, COPY PA	101.46
			ST,GR/SHEET PROTECTORS 463	5.88
			ST,GR/WHITE OUT 1595001	5.47
		POPE MATERIALS INC	SANDY LOAM	150.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	4,712.34
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	7,996.43
			HEALTH PREMIUMS	7,996.43
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,606.79
			FICA CONTRIBUTIONS AND MAT	1,608.93
			MEDICARE CONTRIB AND MATCH	375.79
			MEDICARE CONTRIB AND MATCH	376.29
		TAYLOR PRESS	1424 N MAIN/NEWSPAPER SUBSC	55.00
		TEXAS CRUSHED STONE CO.	E LAKE DR/3 LDS BASE-DISCO	212.48
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,331.92
			TMRS CONTRIBUTIONS	3,434.64
			TMRS CONTRIBUTIONS	738.22
			TMRS CONTRIBUTIONS	2,777.12
		TIME WARNER CABLE DBA SPECTRUM	INTERNET	223.14
		ATMOS ENERGY	1424 N MAIN/GAS USAGE 7856	63.88
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	152.79
		VERIZON WIRELESS	CELL PHONE	330.00
		MCCOY'S BUILDING SUPPLY	LIBRARY/IRRIGATION, WINDOW	46.65
			ST,GR/REBAR PIN 5392113	9.34
			ST,GR/CONCRETE MIX 5392182	57.80
			ST,GR/SIGN INSTALL,CEMENT	24.64
			ST, GR HARD HATS	8.81
			ST,GR/HARD HAT	29.39

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			E LAKE DR/WIRE 5392630	11.25
			E LAKE DR/ WIRE TWIST TOOL	7.10
			E LAKE DR/RAKE, HANDLE	29.38
			E LAKE DR/REBAR GRD	427.61
			E LAKE DR/RAKE,B FLOAT,HAN	224.35
		STANDARD UTILITY CONSTRUCTION, INC.	12TH TO OAK ST/ELECTRICAL	1,321.95
		AMAZON.COM	KEYBOARD	34.62
		LOWE'S HOME CENTERS INC	E. LAKE PROJECT TOOLS	117.86
		CINTAS CORPORATION #86	ST,GR/UNIFORMS 859002	229.34
			ST,GR/UNIFORMS 519814	215.21
			ST,GR/UNIFORMS 18	215.21
			ST,GR/CREDIT FOR INSURANCE	21.60-
		WALGREENS	GATORADE E. LAKE DR	16.00
		THOR GUARD, INC.	PARKS/LIGHTNING DETECT LIC	500.00
		TEXAS MATERIALS GROUP, INC.	CHAMBER PARK LOT/BLACK BA	2,148.60
			CHAMBER PARK LOT/B COLD MI	851.29
			CHAMBER PARK LOT/B COLD MI	1,941.14
			CHAMBER PARK LOT/B COLD MI	710.71
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	347.48
			TERM C. OLIVAREZ	49.64-
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	55.44
			TOTAL:	78,821.72
PARKS & RECREATION	GENERAL FUND	BSN SPORTS	PARKS/TRASH CANS	6,571.55
			TRPSC/1 GAME MOUND	1,315.59
		GULF COAST PAPER CO. INC.	PARKS/LINERS 1951847	27.33
			PARKS/LINERS 1957104	115.47
			PARKS/PINE CLEANER 1957327	34.20
		HEART OF TEXAS LANDSCAPE & IRRIGATION	MURPHY PK PAV/WOMENS LINE	164.50
			MURPHY PK/LINE REPAIR 9030	250.00
			TRPSC/IRRIGATION CONNECTIO	732.00
		TREETOP PRODUCTS CONSOLIDATED DBA:	LIBERTY GARDEN/6 BENCHES	1,971.27
		LANGFORD COMMUNITY MGMT	QRT REPORTS-REGION & DOAK	4,500.00
		LINCOLN	LTD 2020 INV.	89.17
			LTD 2020 INV.	89.17
		MOBILE MINI, INC	TRPSC/PORTABLE 11/5/20-12/	102.00
		MOSS & MOSS INC. #5000	TRPSC/HOLDERS,SNAPS,HDWARE	25.03
			TRPSC/FLOUR BULBS 148358	35.91
			TRPSC/IRRIG REPAIR PARTS14	1.73
			TRPSC/MISC HARDWARE149030	6.00
			TRPSC/KEYS 14	5.97
			ARBOR DAY/GLOVES 18	39.96
			ARBOR DAY/WATER 18	3.86
			ARBOR DAY/WATER TR PARTS18	18.50
		NANCY RUTH BARRON	BB BALLFIELD/CONCESSION LO	114.95
			TRPSC/SOCCER ELECT ROOM DO	204.95
		PLACE DESIGNERS, INC.	TAYLOR PARKS PROJECT 19154	1,191.25
			TAYLOR PARKS PROJECT 19154	617.50
		PROGRESSIVE COMMERCIAL AQUATICS, INC.	MURPHY PL/CHLORINE TABS	3,675.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	2,956.73
			MONTHLY ELECTRIC BILL	1,379.42
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	4,920.88
			HEALTH PREMIUMS	4,920.88
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	873.03
			FICA CONTRIBUTIONS AND MAT	854.46
			MEDICARE CONTRIB AND MATCH	204.17

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			MEDICARE CONTRIB AND MATCH	199.82
		TAYLOR PRESS	SEALED BIDS-VALERO ROB PRK	84.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,870.47
			TMRS CONTRIBUTIONS	1,889.88
			TMRS CONTRIBUTIONS	450.23
			TMRS CONTRIBUTIONS	1,693.75
		TRACTOR SUPPLY COMPANY	ARBOR DAY/RATCHETS FOR TRE	25.97
			TRPSC/TIRE REPAIR 710072	11.99
		ATMOS ENERGY	1418 DAVIS/ACCT 1774 GAS U	54.48
			1418 DAVIS/ACCT 1738 GAS U	54.48
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	81.52
			ADJ / L. FOOS	0.90-
		VERIZON WIRELESS	CELL PHONE	250.00
			IPAD	70.00
		ACM SERVICES LLC	LOU BELL HARRIS GAZEBO	1,800.00
		HUTTO DONUTS	ARBOR DAY TREE PLANTING EV	32.61
		K. HANES'S INCORPORATED	TENNIS COURTS/INSTALL WIND	6,078.07
			TENNIS COURTS/INSTALL WIND	925.00
		MCCOY'S BUILDING SUPPLY	TRPSC SAW BLADES	27.91
			TRPSC/CABLE TIES, IRRIG REP	30.52
			ARBOR DAY/TREE MULCH 53926	29.45
			ARBOR DAY/TREE MULCH 53926	2.95
		AMAZON.COM	GLOVES	24.95
			GLOVES	21.99
		CINTAS CORPORATION #86	TRPSC/UNIFORMS 859059	32.97
			TRPSC/UNIFORMS 519925	32.97
			TRPSC/UNIFORMS 185892	32.97
		KNOWN SOURCE	ARBOR DAY TREE PURCHASE	25.50
			ARBOR DAY TREES	259.49
		PIONEER MANUFACTURING COMPANY INC.	TRPSC/PAINT STRAINER 77218	36.15
		KRAFTSMAN LP.	HERITAGE S PAD/VALVE SEAL,	98.46
		LIGHTNING PREDICTION SALES & SERVICES,	ALL PARKS/LIGHTNING PREDI	350.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	198.56
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	31.66
		NORTHWEST CASCADE INC DBA HONEY BUCKET	MURPHY PARK/PORTABLES11/3/	487.14
			ROBINSON PAV PORTA11/6-12/	233.50
			TOTAL:	55,540.94
INTERNAL SERVICES/BLDG GENERAL FUND		AMAZON.COM SALES, INC DBA: AMAZON.COM	EMERGENCY EXIT DOOR SIGN	32.82
			CUPS, FILTERS, HOT CHOCOLA	88.18
		CL&MA JANITORIAL SERVICES LLC	NOV 2020 JANITORIAL SERVIC	1,300.00
		GULF COAST PAPER CO. INC.	1424 N MAIN/TOWELING 19518	45.33
			JUMBO TISSUE & LINERS	283.84
		STRATEGIC EQUIPMENT, LLC DBA:	STATION #2 CLEAN ICE MACHI	351.67
		KRUSE, KELLY D DBA KRUSE ELECTRIC SER	POLICE DEPT TEST FOR OUTAG	70.00
			STATION #1 REPAIR DROP COR	70.00
			LIBRARY REPLACE RECESSED L	654.75
		LINCOLN	LTD 2020 INV.	42.85
			LTD 2020 INV.	42.85
		MATERA PAPER CO INC	TOWELS, T-BOWL CLEAN, DUST	340.75
		MOSS & MOSS INC. #6000	LIBRARY CAULK AND TAPE	14.91
		NANCY RUTH BARRON	ACO REPAIR DOOR	137.50
			CITY HALL SERVICE LOCK	101.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	903.10
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	2,152.88
			HEALTH PREMIUMS	2,152.88

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	426.68
			FICA CONTRIBUTIONS AND MAT	426.68
			MEDICARE CONTRIB AND MATCH	99.79
			MEDICARE CONTRIB AND MATCH	99.79
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	915.74
			TMRS CONTRIBUTIONS	902.63
			TMRS CONTRIBUTIONS	192.30
			TMRS CONTRIBUTIONS	723.43
		TRACTOR SUPPLY COMPANY	JACKET	74.98
		ATMOS ENERGY	NATURAL GAS-400 PORTER ST	57.71
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	39.06
		VERIZON WIRELESS	CELL PHONE	100.00
			MIFI	35.00
			GATEWAY SIGN	37.99
		VIC'S HEAT & AIR	CITY HALL REPLACE A/C SYST	2,500.00
		WAYNE GING PLUMBING, LLC	STAT #2 REPAIR SPRINKLER L	293.60
		MCCOY'S BUILDING SUPPLY	CH WOOD FOR DUMPSTER FENCE	22.12
		ITUNES STORE	ICLOUD STORAGE	0.99
			ICLOUD STORAGE	0.99
		SPARKLETTS & SIERRA SPRINGS	COOLER RENTAL	8.00
		ALL STARR TERMITE & PEST CONTROL DBA:	LIBRARY RODENT SERVICE	550.00
			OCTOBER 2020 PEST CONTROL	904.00
		CINTAS CORPORATION #86	MATS	142.96
			MATS	90.89
			MATS	93.64
			MATS	139.51
		LOCK SOLID TX	PD FRONT DOOR REPAIRS	275.00
		CINTAS CORP DBA FIRST AID & SAFETY	MEDICAL SUPPLIES	292.53
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	86.87
		SHARCO TECHNOLOGIES, INC.	CHANGE CAMERA SET-UP	455.00
			AIRPORT SILICONE CAMERA	175.00
			UT MAINT REPAIR FAX LINE	175.00
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	13.86
		R & G WINDOW CLEANING, LLC	CITY HALL CLEAN WINDOWS	71.25
			LIBRARY CLEAN WINDOWS	<u>332.50</u>
			TOTAL:	19,540.80
ENGINEERING & INSPECTI GENERAL FUND		HDR ENGINEERING INC	CITY ENG. SERVICES	6,960.27
			HDR/4TH STREET WARRANTY RE	1,992.37
			GLO CDBG-MIT GRANT	2,018.76
			GIS SUPPORT TASK #4	2,860.18
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	<u>39.50</u>
			TOTAL:	13,871.08
INTERNAL SVC/ I T DEPT GENERAL FUND		LINCOLN	LTD 2020 INV.	12.73
			LTD 2020 INV.	12.73
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	615.11
			HEALTH PREMIUMS	615.11
		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
		SOUTHERN COMPUTER WAREHOUSE	VIEWSONIC MONITOR	168.96
			DELL OPTIPLEX 5000	745.29
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	253.94
			TMRS CONTRIBUTIONS	253.12

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TMRS CONTRIBUTIONS	53.32
			TMRS CONTRIBUTIONS	200.62
		TIME WARNER CABLE DBA SPECTRUM	CABLE	77.86
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	11.58
		VERIZON WIRELESS	CELL PHONE	50.00
		OLLE NETWORK TECH CONSULTANTS DBA ON T	IT CONSULTING/BDR OFFICE 3	7,893.37
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	24.82
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	PHONE LEASE	2,500.37
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>3.96</u>
			TOTAL:	13,749.83
NON-DEPARTMENTAL	GENERAL FUND	AMAZON.COM SALES, INC DBA: AMAZON.COM	COVID-19 FRONT COMPUTER DE	139.00
			SOCIAL DISTANCE DECALS & M	42.98
			SOCIAL DISTANCING FLOOR DE	31.40
		BSN SPORTS	TRPSC/FACE MASKS	675.00
		CL&MA JANITORIAL SERVICES LLC	COVID-19 SPECIAL CLEANING	3,227.00
		HDR ENGINEERING INC	TASK #12 ALLEY INVENTORY A	6,875.00
		HALFF ASSOCIATES, INC.	DRAINAGE MASTER PLAN	17,035.50
		HOME DEPOT CREDIT SERVICES	FACE MASKS	43.24
		OFFICE DEPOT CORPORATION	COVID-19 CHAIR FOR TELEWOR	194.99
		SOUTHERN COMPUTER WAREHOUSE	DOCKING STATION	149.45
			VIEWSONIC MONITOR	166.68
			DISPLAYPORT	7.09
			MICROSOFT SURFACE PRO	1,744.26
			KEYBOARD	97.70
		SWAGIT PRODUCTIONS, LLC	EASE H STREAM APPLIANCE	7,450.00
		OSBORNE, STACEY FORD	COVID-19 RELATED HOURS	1,300.00
		EVIDENT INC	COVERALL BODY SUITS	68.25
		24HOUR WRISTBANDS.COM	EMPLOYEE FACE MASKS	463.56
			FACE MASKS	219.03
		SHARCO TECHNOLOGIES, INC.	COVID-19/INSTALL NEW PHONE	<u>715.00</u>
			TOTAL:	40,645.13
TIF EXPENDITURES	TIF (TAX INCREMENT	HDR ENGINEERING INC	HDR/GATEWAY SIGNAGE	2,060.09
		SEC PLANNING, LLC	GATEWAY SIGN PROJ NO. 1501	<u>426.85</u>
			TOTAL:	2,486.94
NON-DEPARTMENTAL	HOTEL/MOTEL FUND	SADYA CAPITAL LLC	PAYMENT #5; YR2Q1	<u>23,609.54</u>
			TOTAL:	23,609.54
HOTEL/MOTEL TAX	HOTEL/MOTEL FUND	TAYLOR CHAMBER OF COMMERCE	HOTEL/MOTEL COLL SEPT 2020	<u>2,476.63</u>
			TOTAL:	2,476.63
CONTRIBUTE CIVIC PROGR MAIN STREET REVENU MISCELLANEOUS		HARLAN HAYS	HARLAN HAYS:FACADE IMPRO G	<u>5,000.00</u>
			TOTAL:	5,000.00
MUNICIPAL COURT JUDICI MUNICIPAL CRT SPEC EVINS TEMPORARIES, INC.			TEMP CRT CLERK/DIANNA SOSA	504.00
			TEMP CRT CRK/DIANNA SOSA	504.00
			TEMP CRT CLERK/DIANNA SOSA	504.00
			TEMP CRT CLERK/DIANNA SOSA	<u>487.20</u>
			TOTAL:	1,999.20
I & S PAYMENT ACCOUNTS I & S FOR G O BOND REGIONS BANK			GOREF2010 AGENT FEES	416.03
		THE BANK OF NEW YORK MELLON	TAYLORREF17 AGENT FEES	<u>360.00</u>
			TOTAL:	776.03

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
CDBG 3RD STREET	GENERAL CAPITAL IM	SMITH CONTRACTING CO INC	PAY APP#4/3RD ST RECONSTRU	<u>117,630.90</u>
			TOTAL:	117,630.90
GIVENS COMMUNITY CENTE	GENERAL CAPITAL IM	HDR ENGINEERING INC	HDR/GIVENS CENTER	1,660.33
		SKYLER DESIGN BUILD, LLC	DICKEY GIVENS CENTER PAY A	<u>113,445.08</u>
			TOTAL:	115,105.41
TRPSC EXPANSION 2020	GENERAL CAPITAL IM	SEC PLANNING, LLC	TRPSC EXPANSION PROJECT:19	5,947.85
			TRPSC EXPANSION PROJECT:19	<u>3,260.50</u>
			TOTAL:	9,208.35
2019 GO BONDS PROJECTS	GENERAL CAPITAL IM	HDR ENGINEERING INC	HDR/JUSTICE CENTER	1,145.34
		SMITH CONTRACTING CO INC	PAY APP#4/2019 BOND ST REC	<u>418,890.35</u>
			TOTAL:	420,035.69
MISC DRAINAGE PROJECTS	MDUS IMPROVEMENT P	HDR ENGINEERING INC	HDR/2019 INFRASTRUCTURE MD	232.73
			HDR 2019 INFRA. MDUS/STRAT	244.38
			CEI (CONST,ENG,INSPECT)-MDU	<u>10,468.14</u>
			TOTAL:	10,945.25
DOWNSTREETS PROJECT	2013 COMBINATION C	HDR ENGINEERING INC	HDR/DOWNTOWN ST. PLAN	<u>2,374.77</u>
			TOTAL:	2,374.77
TRANSPORTATION	TRANSPORTATION FUN	CONTECH CONST PRODUCT INC	1707 THORNDAL/CULVERT PI	1,500.00
		HDR ENGINEERING INC	HDR/2019 INFRASTRUCTURE TU	401.99
			HDR/ROAD DESIGN REQUIREMEN	943.85
			HDR 2019 INFRA. TUF/STRATE	422.12
			CEI (CONST,ENG,INSPECT)-TUF	<u>18,081.33</u>
			TOTAL:	21,349.29
NON-DEPARTMENTAL	SANITATION FUND	TEXAS COMPTROLLER OF PUBLIC ACCOUNTS	SALES&USE TAX ENDING 10/31	<u>4,053.94</u>
			TOTAL:	4,053.94
SANITATION/TRASH	SANITATION FUND	PROGRESSIVE WASTE SOLUTIONS DBA WC OF	5474 RESIDENTIAL	68,140.67
			5449 RESIDENTIAL RECYCLE	17,709.25
			274 FRONT LOAD	46,921.75
			213 COMMERCIAL TOTERS	<u>6,964.18</u>
			TOTAL:	139,735.85
NON-DEPARTMENTAL	PUBLIC UTILITIES F	AFLAC	AFLAC NOV. INVOICE	459.18
		HDR ENGINEERING INC	HDR/2019 INFRASTRUCTURE UT	423.14
			HDR 2019 INFRA. UTIL/STRAT	444.34
			HDR/DESIGN OF LIFT STATION	1,551.39
			CEI (CONST,ENG,INSPECT)-UTI	19,032.98
			MUSTANG CREEK WWTP TASK #7	31,443.75
		PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV 2020	53.80
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,744.78
			HEALTH PREMIUMS	2,572.06
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	3,073.01
			FEDERAL WITHHOLDING	3,037.78
			MEDICARE CONTRIB AND MATCH	547.64
			MEDICARE CONTRIB AND MATCH	564.34
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	2,781.47
			TMRS CONTRIBUTIONS	2,676.85
			TMRS CONTRIBUTIONS	539.51
			TMRS CONTRIBUTIONS	2,029.63

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		UNUM LIFE INS CO OF AMERI	UNUM LIFE INS. PAYABLE	92.08
		MILLS, TERESA NICHOLE c/o TX CHILD SUP	01-346 EDWARD AVALOS, JR.	312.46
			01-346 EDWARD AVALOS, JR.	312.46
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	329.66
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>31.28</u>
			TOTAL:	74,053.59
UTILITIES ADMINISTRATI	PUBLIC UTILITIES F	BRINKS, INC.	OCTOBER 2020 BRINKS	787.61
			BRINKS EXCESS TIME	5.33
			BRINKS FSC	0.33
		DATAPROSE LLC	LATE BILLS	236.46
			REGULAR BILLS	934.60
			POSTAGE	3,186.15
		HEB CREDIT RECEIVABLES	UB DRINKS	19.33
			UB DRINKS	16.85
			UB DRINKS	20.63
		TYLER TECHNOLOGIES, INC	UTILITY BILLING CIS	2,801.70
		LINCOLN	LTD2020 INV.	54.96
			LTD2020 INV.	54.96
		OFFICE DEPOT CORPORATION	COPY PAPER	19.96
			UTIL BILLING TAMP EVD BAGS	44.67
			UTIL BILLING MOUSE PAD	19.39
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	3,690.66
			HEALTH PREMIUMS	3,690.66
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	521.50
			FICA CONTRIBUTIONS AND MAT	520.43
			MEDICARE CONTRIB AND MATCH	121.97
			MEDICARE CONTRIB AND MATCH	121.71
		SUN COAST LEARNING SYSTEMS	WATER UTILITY SAFETY B. HI	350.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	1,122.00
			TMRS CONTRIBUTIONS	1,108.13
			TMRS CONTRIBUTIONS	250.19
			TMRS CONTRIBUTIONS	941.20
		TRACTOR SUPPLY COMPANY	INVERTER-COMPUTER WORK TRU	59.99
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	50.86
		VERIZON WIRELESS	CELL PHONE	150.00
			AIRCARD	105.00
		WAL-MART COMMUNITY/GEMB	UB DRINKS	20.17
			UB DRINKS	23.36
			UB drinks	20.90
			UB DRINKS	20.11
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	148.92
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>23.76</u>
			TOTAL:	21,264.45
WASTEWATER TREATMENT	PUBLIC UTILITIES F	AMAZON.COM SALES, INC DBA: AMAZON.COM	WWTP PRINTER INK	65.98
			WWTP WALL & DESK CALENDARS	48.95
			GEL PENS-WWTP	17.96
			BIB OVERALLS/JACKET-NAPTAL	148.98
			WALL FILE/STICKY NOTES-WWT	25.77
		AQUA-TECH LABORATORIES, INC.	INFLUENT STUDY SEPT 2020	1,044.03
			SEPTEMBER 2020 BOD ANALYSI	1,080.00
		HDR ENGINEERING INC	WWTP AERATION CAPACITY STU	3,246.35
		PROGRESSIVE WASTE SOLUTIONS DBA WC OF	WWTP/7 SLUDGE HAULS	3,395.35
		LINCOLN	LTD 2020 INV.	20.88
			LTD 2020 INV.	30.76

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ADD/ D. MARTINEZ	9.88
		MOSS & MOSS INC. #3000	MOUNTING HDWR-BOLTS & BITS	17.31
		OFFICE DEPOT CORPORATION	PRINTER AT WWTP	599.89
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	12,007.31
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,230.22
			HEALTH PREMIUMS	1,845.33
			ADD D.MARTINEZ/EMP-FAMILY	1,442.39
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	303.53
			FICA CONTRIBUTIONS AND MAT	374.16
			MEDICARE CONTRIB AND MATCH	70.99
			MEDICARE CONTRIB AND MATCH	87.51
		TAYLOR PRESS	WWTP IMPROVEMENT SEALED BI	88.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	782.88
			TMRS CONTRIBUTIONS	660.08
			TMRS CONTRIBUTIONS	116.16
			TMRS CONTRIBUTIONS	436.99
		TECHLINE PIPE, L.P	BRASS NIPPLES & BRASS ELBO	130.22
		TEXAS COMMISSION ON ENVIRONMENTAL QUAL	WWTP PERMIT FEE FY 2021	25,164.93
		TRACTOR SUPPLY COMPANY	WORK BOOTS- NAPTALLY LAPRA	99.99
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	28.14
			ADD/ D. MARTINEZ	9.08
		VERIZON WIRELESS	CELL PHONE	100.00
		WAL-MART COMMUNITY/GEMB	WWTP TOILETRIES/CLEANING S	97.02
		USA BLUEBOOK; INC. DBA	TNT+ ALKALINITY- WWTP	106.59
			CAL GAS 50%, METH 18% OZ	197.40
			LPM REGULATOR	127.05
			HACH M-COLIBLUE 24 BROTH A	292.23
		PRO-CHEM, INC.	NITRILE GLOVES	379.90
		SMART SIGN	CUSTOM SIGNS WWTP	117.00
		CTRMA PROCESSING	#601 TOLL FEES	3.69
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	74.46
			TERM C. GUTIERREZ	117.56-
			ADD D.MARTINEZ	96.59
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	11.88
			ADD D. MARTINEZ/ EMP-FAMIL	<u>11.88</u>
			TOTAL:	56,128.13
DISTRIBUTION/COLLECTIO	PUBLIC UTILITIES F	AMAZON.COM SALES, INC DBA: AMAZON.COM	2021 DRY ERASE WALL PLANNE	59.67
			TUL GEL PENS- BLACK	20.40
			UTIL MAINT WALL&DESK CALEN	39.75
		B & M MATTA CONSTRUCTION, LLC	FENCE CONST.- 1201 N MAIN	4,380.00
		CALDWELL COUNTRY CHEVROLET	2021 CHEVROLET SILVE	22,515.00
		CORE & MAIN LP	OLD THORNDAL RD PROJECT-P	705.60
			STOCK PARTS-CLAMPS	895.95
			STOCK PARTS	2,637.09
		HDR ENGINEERING INC	CITY ENG. SERVICES	6,960.27
		LINCOLN	LTD 2020 INV.	137.66
			LTD 2020 INV.	137.66
		MOSS & MOSS INC. #3000	KEYS FOR JUSTIN C	15.12
			ADAPTER - RONNIE-218 DOAK	0.68
			ADAPTER & BRUSH SET-W 3RD	7.64
			DUCT TAPE- TRUCK #619	10.42
			FBG RAIROAD PICK-TRUCK 619	26.99
		POSTMASTER, TAYLOR,TX	RR CERT MAIL TCEQ	6.95
			STAMPS	56.75
		UNITED STATES POSTAL SERV	WWTP TCEQ MAILING	6.95

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PRESTIGE WORLDWIDE TECHNOLOGIES, LLC	REPAIRED SENSOR ON CLAY VA	1,250.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	3,275.26
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	7,996.43
			HEALTH PREMIUMS	7,996.43
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	1,516.53
			FICA CONTRIBUTIONS AND MAT	1,518.39
			MEDICARE CONTRIB AND MATCH	354.68
			MEDICARE CONTRIB AND MATCH	355.12
		TEEX-TEXAS EMERGENCY SERVICES TRAINING	D. ROJAS WATER DISTRIBUTIO	410.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	3,228.94
			TMRS CONTRIBUTIONS	3,172.47
			TMRS CONTRIBUTIONS	629.44
			TMRS CONTRIBUTIONS	2,367.93
		TECHLINE PIPE, L.P	HYDRANTS	1,694.41
			STOCK-WATER VALVES	671.40
			MANHOLE REPAIR-RING, FLANGE	292.34
			SLEEVE- E LAKE DR-FRONT OF	51.20
		TEXAS COMMISSION ON ENVIRONMENTAL QUAL	CLASS D W/WW S. THOMAS	111.00
			WATER ACCT STG CHARGE FY 2	106.16
		ATMOS ENERGY	NATURAL GAS-1200 N MAIN ST	61.42
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	126.47
		VERIZON WIRELESS	CELL PHONE	385.00
			IPADS	70.00
		PRO-CHEM, INC.	NITRILE GLOVES	759.80
		AT&T U-VERSE	INTERNET-UTILITY MAINTENAN	75.27
		CINTAS CORPORATION #86	UNIFORM RENTAL-UTILITY MAI	192.38
			UNIFORM RENTAL- UTIL MAINT	192.38
			UNIFORM RENTAL- UTIL MAINT	192.38
		CHEM EQUIP	EMERGENCY CALL-NORTH PUMP	180.00
		CINTAS CORP DBA FIRST AID & SAFETY	EYE WASH, ANTISEPTIC WIPES	38.17
		AIRGAS INC DBA AIRGAS USA, LLC	OXYGEN&ACETYLENE CYL RENTA	60.36
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	322.66
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	51.48
		TEXAS STATE UNIVERSITY	EXAM FEE CLASS II WW COLLE	50.00
		COMMUNITY COFFEE COMPANY LLC	1201 N MAIN/CREAM AND SUGA	<u>21.60</u>
			TOTAL:	78,398.05
UTILITIES NONDEPARTMEN	PUBLIC UTILITIES F	HDR ENGINEERING INC	GIS SUPPORT TASK #4	2,860.18
		REGIONS BANK	GOREF2010 AGENT FEES	390.22
		THE BANK OF NEW YORK MELLON	TAYLORREF17 AGENT FEES	390.00
		RUSSELL RODRIGUEZ HYDE BULLOCK LLP	CNN MATTERS-ART RODRIGUEZ	1,775.00
		HJD REHAB LLC DBA. HJD HOMES	OLD THORNDAL RD PROJECT	<u>2,293.55</u>
			TOTAL:	7,708.95
NON-DEPARTMENTAL	AIRPORT FUND	PRE-PAID LEGAL SERVICES, INC. DBA LEGA	PRE-PAID LEGAL NOV 2020	18.95
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	245.07
			FEDERAL WITHHOLDING	245.07
			MEDICARE CONTRIB AND MATCH	35.85
			MEDICARE CONTRIB AND MATCH	35.85
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	10.99
			TMRS CONTRIBUTIONS	174.38
			TMRS CONTRIBUTIONS	168.34
			TMRS CONTRIBUTIONS	36.62
			TMRS CONTRIBUTIONS	137.77
		SUN LIFE ASSURANCE COMPANY	DENTAL PAYABLE	33.96
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	3.56

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	1,146.41
AIRPORT OPERATIONS DEP	AIRPORT FUND	AVFUEL CORP.	100LL AVIATION FUEL	10,286.89
		KRUSE, KELLY D DBA KRUSE ELECTRIC SER	AIRPORT LIGHT REPAIRS	106.90
		LINCOLN	LTD 2020 INV.	18.90
			LTD 2020 INV.	18.90
		OFFICE DEPOT CORPORATION	AIRPORT TISSUE PAPER	35.59
			AIRPORT COPY PAPER,CLIPS,C	19.05
			AIRPORT TRASH BAGS	21.29
			AIRPORT CD ROMS	12.99
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	449.98
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	307.56
			HEALTH PREMIUMS	307.56
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	153.29
			FICA CONTRIBUTIONS AND MAT	153.29
			MEDICARE CONTRIB AND MATCH	35.85
			MEDICARE CONTRIB AND MATCH	35.85
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	20.28
			TMRS CONTRIBUTIONS	321.86
			TMRS CONTRIBUTIONS	310.70
			TMRS CONTRIBUTIONS	67.59
			TMRS CONTRIBUTIONS	254.28
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	17.48
		VERIZON WIRELESS	CELL PHONE	50.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	37.23
		CIT BANK, N.A DBA AVAYA FINANCIAL SERV	AIRPORT SECURITY CAMERAS	187.42
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	5.94
			TOTAL:	13,236.67
NON-DEPARTMENTAL	CEMETERY OPERATING	SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	283.28
			HEALTH PREMIUMS	283.28
		CITIZENS NATIONAL BANK	FEDERAL WITHHOLDING	151.78
			FEDERAL WITHHOLDING	151.16
			MEDICARE CONTRIB AND MATCH	44.16
			MEDICARE CONTRIB AND MATCH	44.08
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	227.72
			TMRS CONTRIBUTIONS	223.27
			TMRS CONTRIBUTIONS	48.21
			TMRS CONTRIBUTIONS	181.37
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	37.22
			TOTAL:	1,675.53
CEMETERY OPERATING DEP	CEMETERY OPERATING	LINCOLN	LTD 2020 INV.	20.73
			LTD 2020 INV.	20.73
		MOSS & MOSS #9000	CEM/GLOVES	19
			CEM/2 HAMMERS	19
			CEM/RAKE, SHOVEL	19
			CEM/LIQ RUBBER,PAINT	19
		POPE MATERIALS INC	SANDY LOAM	800.00
		RELIANT ENERGY SOLUTIONS	MONTHLY ELECTRIC BILL	32.61
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,230.22
			HEALTH PREMIUMS	1,230.22
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	188.81
			FICA CONTRIBUTIONS AND MAT	188.47
			MEDICARE CONTRIB AND MATCH	44.16
			MEDICARE CONTRIB AND MATCH	44.08

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	420.32
			TMRS CONTRIBUTIONS	412.09
			TMRS CONTRIBUTIONS	88.98
			TMRS CONTRIBUTIONS	334.75
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	18.84
		VERIZON WIRELESS	CELL PHONE	55.00
			AIRCARD	35.00
		CINTAS CORPORATION #86	CEM/UNIFORMS 859002	9.86
			CEM/UNIFORMS 519814	9.86
			CEM/UNIFORMS 18	9.86
		VISTA PRINT	J WILSON BUSINESS CARDS	38.96
			J. SMITH BUSINESS CARDS	48.70
		KNIPPA, DANIEL	CEM/4 REG3 ASHES10/17-10/3	3,200.00
			CEM/7 REG OPEN/C 11/2-11/1	4,550.00
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	49.64
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	7.92
			TOTAL:	13,237.52
NON-DEPARTMENTAL	FLEET SERVICES OPE AFLAC		AFLAC NOV. INVOICE	152.07
	NATIONWIDE RETIREMENT SOLUTIONS		NATIONWIDE CONTRIBUTIONS	35.00
			NATIONWIDE CONTRIBUTIONS	35.00
	PRE-PAID LEGAL SERVICES, INC. DBA LEGA		PRE-PAID LEGAL NOV 2020	33.90
	SCOTT & WHITE HEALTHCARE		HEALTH PREMIUMS	283.28
			HEALTH PREMIUMS	283.28
	CITIZENS NATIONAL BANK		FEDERAL WITHHOLDING	447.09
			FEDERAL WITHHOLDING	431.33
			MEDICARE CONTRIB AND MATCH	66.44
			MEDICARE CONTRIB AND MATCH	65.00
	TEXAS MUNICIPAL RETIREMENT SYSTEMS		TMRS CONTRIBUTIONS	335.86
			TMRS CONTRIBUTIONS	327.79
			TMRS CONTRIBUTIONS	69.06
			TMRS CONTRIBUTIONS	259.80
	UNUM LIFE INS CO OF AMERI		UNUM LIFE INS. PAYABLE	49.60
	SUN LIFE ASSURANCE COMPANY		DENTAL INSURANCE	71.78
			TOTAL:	2,946.28
FLEET SERVICES SECTION	FLEET SERVICES OPE	ARNOLD OIL COMPANY OF AUSTIN, LP DBA A	WINDSHIELD WASH	15.60
			E2 FITTING	1.06
			SHOP VALVE TOOL	3.44
			#556 BATTERY	79.76
			E2 DEF OIL	39.96
			#565 WIPER BLADES	9.98
			T1 WIPER BLADES	14.97
			#610 COOLANT STOCK	49.74
			GROUNDS DEPT SPARK PLUGS	95.80
			GRS/SPARK PLUG, GAUGE, INSE	57.04
			FUEL	79.95
			#342 OIL/FILTER	46.79
			#337 OIL/FILTER	43.98
			#345 OIL FILTER&WINDHSHIEL	52.37
			T1 DEF OIL	49.95
			T1 ANTIFREEZE	72.30
			#339 OIL FILTER	43.98
	COUFAL-PRATER EQUIP LLC DBA UNITED AG		AIR FILTER	54.60
			#558 SKID PLATE AND BOLTS	137.20
			#620 RELAY	34.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			#728 ROTARY SWITCH	21.19
			#728 SOLENOID FUEL PUMP O-	209.51
		COVERT COUNTRY OF HUTTO	#341 BRAKE REPAIR	414.23
		HEB CREDIT RECEIVABLES	CAR WASH LABORDE	13.99
		HENNA CHEVROLET INC	#615 TRIM	315.01
			U1 BEZEL	22.45
			#334 INJECTOR	79.10
			#610 THROTTLE	435.07
			HOSE	68.56
			C1 SENSOR	89.66
		O'REILLY AUTOMOTIVE, INC.	#341 BRAKE PADS/ROTORS	711.79
			POLICE TAHOES BRAKE PADS&R	711.79
		INTERSTATE BATT. N AUSTIN	#542 BATTERY	123.85
			#342 & #101 BATTERIES	272.90
		LINCOLN	LTD 2020 INV.	30.44
			LTD 2020 INV.	30.44
		MOSS & MOSS INC. #8000	SOAP AND DEODORIZER	12.39
			BATTERY AND TUBING	8.39
			Q1 MISC HARDWARE	4.16
			#507 PADLOCK	35.98
		OFFICE DEPOT CORPORATION	INK & POST-IT NOTES	45.59
		SAFETY-KLEEN SYSTEMS, INC	SOLVENT	212.74
		SCOTT & WHITE HEALTHCARE	HEALTH PREMIUMS	1,230.22
			HEALTH PREMIUMS	1,230.22
		CITIZENS NATIONAL BANK	FICA CONTRIBUTIONS AND MAT	284.12
			FICA CONTRIBUTIONS AND MAT	277.92
			MEDICARE CONTRIB AND MATCH	66.44
			MEDICARE CONTRIB AND MATCH	65.00
		TAYLOR CAR WASH LLC.	CAR WASH J. GRAY	6.00
			TRUCK WASH J. SCHUTZ	11.00
			CAR WASH	6.00
			CAR WASH	6.00
		EWALD KUBOTA INC	#557 BLADES & FILTERS	116.15
			#732 KIT SEAL	57.78
			#732 ASSY ELEMENT	26.99
		TAYLOR IRON-MACHINE WORKS	#626 REPAIR LOCKING LUG	316.00
		PALBO O. FLORES DBA PAULS BODY SHOP &	#521 TOWING	150.00
			#37 TOWING	150.00
		TERRY'S BODY SHOP INC	#309 INSTALL WINDSHIELD	224.80
		TONY MORGAN DBA:	#568 FLAT REPAIR	75.00
		TEXAS MUNICIPAL RETIREMENT SYSTEMS	TMRS CONTRIBUTIONS	619.89
			TMRS CONTRIBUTIONS	605.01
			TMRS CONTRIBUTIONS	127.46
			TMRS CONTRIBUTIONS	479.51
		UNUM LIFE INS CO OF AMERI	UNUM AD&D	27.93
		VERIZON WIRELESS	CELL PHONE	100.00
			MIFI	21.31
		WILLIAMSON COUNTY EQUIP.	STREETS SLEEVE, SPOOLS, FI	576.55
			TRPSC YOKE, CROSS SERIES	56.56
			TRIMMER LINE	599.50
			SLEEVE COVER SPOOLER	35.76
		PRECISION MOBILE TINT	628, 108 WINDOW TINT	230.00
		CINTAS CORPORATION #86	FLEET/UNIFORMS 858937	24.09
			FLEET/UNIFORMS 519717	24.09
			FLEET/UNIFORMS 18	24.09
		TAYLOR LUBE CENTER	#305 OIL CHANGE	74.98

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			#305 STATE INSPECTION	18.50
			#308 INSPECTION	18.50
			#67 STATE INSPECTION	7.00
		AUS-TEX TOWING & RECOVERY, LLC	#515 TOWING	345.00
		GADDES, LARRY, WILLIAMSON CTY TAX ASSE	100, 270, 341, 616 REGISTR	46.48
			#87 REGISTRATION	8.43
			#305 REGISTRATION	8.43
			#308 REGISTRATION	21.20
		CINTAS CORP DBA FIRST AID & SAFETY	FLEET MEDICAL SUPPLIES	100.58
		FLEETCOR TECHNOLOGIES, INC.LLC DBA FUE	FUEL	4,956.11
		SUN LIFE ASSURANCE COMPANY	DENTAL INSURANCE	49.64
		SOUTHERN TIRE MART	#342 TIRES	472.72
			#515 MOUNT TIRES	880.38
		T&W TIRE LLC	Q1 TIRE MOUNT	2,295.80
		SELECT BENEFITS GROUP INC. DBA DENTAL	DENTAL SELECT VISION DEC.	<u>7.92</u>
			TOTAL:	22,014.76
FLEET REPLACEMENT	FLEET REPLACEMENT	AUSTIN TRUCK & EQUIPMENT, LTD.	2020 VAC TRUCK	406,722.00
		JOHN DEERE FINANCIAL F.S.B.DBA DEERE C	PAY #37 WDL SWPR	891.30
			PAY #37 WDL SWPR	83.78
			JD GATOR LEASE	542.28
		WELLS FARGO FINANCIAL LEASING	PAY #35 CONTRACT 603-01749	888.96
			PAY #35 CONTRACT 603-01749	64.76
			KUBOTA D902 TRACTOR LEASE	1,615.71
		CENTRALSQUARE TECHNOLOGIES, LLC. DBA:	COMPUTER AIDED DISPATCH	700.00
			COMPUTER AIDED DISPATCH	262.50
			COMPUTER AIDED DISPATCH	<u>2,880.00</u>
			TOTAL:	414,651.29
NON-DEPARTMENTAL	POOLED CASH	JPMORGAN CHASE BANK NA	10/2020-11/2020 TRANSACTIO	<u>7,892.09</u>
			TOTAL:	7,892.09

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

100	GENERAL FUND	858,020.19
119	TIF (TAX INCREMENT FUND)	2,486.94
120	HOTEL/MOTEL FUND	26,086.17
123	MAIN STREET REVENUE FUND	5,000.00
125	MUNICIPAL CRT SPECIAL FEE	1,999.20
140	I & S FOR G O BONDS	776.03
162	GENERAL CAPITAL IMPROVEME	661,980.35
164	MDUS IMPROVEMENT PROJECTS	10,945.25
165	2013 COMBINATION CO	2,374.77
210	TRANSPORTATION FUND	21,349.29
320	SANITATION FUND	143,789.79
340	PUBLIC UTILITIES FUND	237,553.17
350	AIRPORT FUND	14,383.08
370	CEMETERY OPERATING FUND	14,913.05
382	FLEET SERVICES OPERATING	24,961.04
384	FLEET REPLACEMENT FUND	414,651.29
950	POOLED CASH	7,892.09

 GRAND TOTAL: 2,449,161.70

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 95-CITY OF TAYLOR
VENDOR: All
CLASSIFICATION: All
BANK CODE: All
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 11/01/2020 THRU 11/30/2020

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: C O U N C I L R E P O R T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

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

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

100-GENERAL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
100-100-100	PETTY CASH	1,650.00
100-100-102	CLAIM ON POOLED CASH	(3,753,850.78)
100-100-103	FROST SAFEKEEPING 1004078	997,390.00
100-100-104	FROST ACCT 0591800744	15,034.91
100-100-105	MONEY MARKET @CNB #4260618	12,231.06
100-100-106	VALERO DONATION FUNDS TEXPOOL	479,335.66
100-100-107	GEN OPERATING TXCLASS 0008	3,309,772.47
100-100-108	NED TRUST(MOODY)TEXSTAR	200,707.54
100-100-109	PRINCOR GEN FUND 6FR-139362	0.26
100-100-110	TEXPOOL 2465300006 POOLED CASH	4,452,261.21
100-100-113	TEXPOOL 2465300015 N MOODY	53,012.69
100-120-100	PROPERTY TAXES RECEIVABLE	150,568.17
100-120-103	MISC. ACCOUNTS RECEIVABLE	36,846.01
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	(564,417.02)
100-170-101	PRIOR YR RES FOR ENCUMBRANCE	189,747.47
100-180-101	DUE FROM SOURCES-GRANT REVENUE	0.00
100-190-102	DEFERRED CHGS-BOND ISSUE COST	<u>0.00</u>
		<u>6,387,310.06</u>
TOTAL ASSETS		6,387,310.06
		=====
LIABILITIES		
=====		
100-200-100	ACCRUED PAYBLES	0.00
100-200-110	ENCUMBERED PAYABLE GEN.	(564,417.02)
100-200-111	PRIOR YEAR ENCUMBRANCE	189,747.47
100-200-200	FICA & MEDICARE PAYABLE	102,930.84
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	869.56
100-200-213	DENTAL PAYABLE	(1,954.35)
100-200-214	AFLAC PAYABLE	2,840.97

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

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	3,571.47
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	(1,477.00)
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	(744.80)
100-200-233	OTHER A/P PENDING (AUDITOR)	(52,259.66)
100-200-235	VISION PLAN PAYABLE	89.38
100-200-300	RETAINAGE PAYABLE	(18,637.42)
100-200-301	COURT COLLECTIONS	46,432.99
100-200-401	WAGES PAYABLE	46,650.17
100-200-500	DUE TO OTHER FUNDS	265,665.35
100-200-502	DUE TO STATE/COURT FEES	9,421.68
100-200-503	DUE TO COMPT. SALES TAX	0.00
100-200-504	DUE TO TEDC-MONTHLY SALES TAX	0.00
100-200-505	DUE TO OMNIBASE SERVICES INC	812.86
100-200-507	DUE TO S&W/COBRA FROM OTHERS	(4,252.08)
100-200-508	DUE TO TISD:HOUSING AUTH PILOT	0.00
100-200-509	DUE TO TMRS FROM TEDC	(3,193.94)
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>373,349.10</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	4,619.45
100-265-100	RESTRICTED PORTION FUND BA	0.00
100-270-100	FUND BALANCE	5,335,700.53
100-280-100	ASSIGNED FUND BALANCE	<u>32,396.29</u>
TOTAL BEGINNING EQUITY		5,375,194.46
TOTAL REVENUE		1,453,580.08
TOTAL EXPENSES		<u>2,016,287.43</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(562,707.35)
(WILL CLOSE TO FUND BAL.)		1,201,473.85
TOTAL EQUITY & FUND BALANCE		<u>6,013,960.96</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		6,387,310.06
=====		

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

119-TIF (TAX INCREMENT FUND)

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
119-100-102	CLAIM ON POOLED CASH	(11,475.57)	
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	260,489.63	
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>249,014.06</u>
TOTAL ASSETS			249,014.06
			=====
LIABILITIES			
=====			
119-200-110	CURRENT YEAR ENCUMBRANCE	0.00	
119-200-111	PRIOR YEAR ENCUMBRANCE	0.00	
119-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
119-270-100	FUND BALANCE	<u>597,695.12</u>	
TOTAL BEGINNING EQUITY		597,695.12	
TOTAL REVENUE		133.54	
TOTAL EXPENSES		<u>6,810.67</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(6,677.13)	
(WILL CLOSE TO FUND BAL.)		(342,003.93)	
TOTAL EQUITY & FUND BALANCE			<u>249,014.06</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			249,014.06
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

120-HOTEL/MOTEL FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
120-100-102	CLAIM ON POOLED CASH	92,199.94	
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>92,199.94</u>
TOTAL ASSETS			92,199.94
			=====
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>91,418.15</u>	
TOTAL BEGINNING EQUITY		91,418.15	
TOTAL REVENUE		23,813.40	
TOTAL EXPENSES		<u>2,476.63</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		21,336.77	
(WILL CLOSE TO FUND BAL.)		(20,554.98)	
TOTAL EQUITY & FUND BALANCE			<u>92,199.94</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			92,199.94
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

123-MAIN STREET REVENUE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
123-100-102	CLAIM ON POOLED CASH	56,064.25	
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>56,064.25</u>
TOTAL ASSETS			56,064.25
			=====
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	300.00	
123-240-100	PRE-REGISTER FESTIVAL/CARSHOW	<u>0.00</u>	
TOTAL LIABILITIES			<u>300.00</u>
EQUITY			
=====			
123-270-100	FUND BALANCE	<u>52,470.63</u>	
TOTAL BEGINNING EQUITY		52,470.63	
TOTAL REVENUE		70.00	
TOTAL EXPENSES		<u>5,480.45</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(5,410.45)	
(WILL CLOSE TO FUND BAL.)		8,704.07	
TOTAL EQUITY & FUND BALANCE		<u>55,764.25</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			56,064.25
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

125-MUNICIPAL CRT SPECIAL FEE

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
125-100-102	CLAIM ON POOLED CASH	92,108.21	
125-170-100	CURRENT YR RES FOR ENCUMBRANCE	(8,924.00)	
125-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,253.00</u>	
			<u>84,437.21</u>
TOTAL ASSETS			84,437.21
			=====
LIABILITIES			
=====			
125-200-110	CURRENT YEAR ENCUMBRANCE	(8,924.00)	
125-200-111	PRIOR YEAR ENCUMBRANCE	1,253.00	
125-200-500	ACCOUNTS PAYABLE PENDING	<u>504.00</u>	
TOTAL LIABILITIES			(<u>7,167.00</u>)
EQUITY			
=====			
125-270-100	FUND BALANCE	<u>104,605.78</u>	
TOTAL BEGINNING EQUITY		104,605.78	
TOTAL REVENUE		1,627.74	
TOTAL EXPENSES		<u>4,015.20</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(2,387.46)	
(WILL CLOSE TO FUND BAL.)		(10,614.11)	
TOTAL EQUITY & FUND BALANCE			<u>91,604.21</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			84,437.21
			=====

129-LIBRARY GRANT/DONATION

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
129-100-102	CLAIM ON POOLED CASH	46,554.46	
129-100-103	TEXSTAR: NOBLE TRUST - 3444	924.82	
129-100-108	NED TRUST (LIBRARY) TEXSTAR	281,960.09	
129-120-103	MISC ACCTS RECEIVABLE	0.00	
129-170-100	CURRENT YR RES FOR ENCUMBRANCE	(1,436.37)	
129-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,436.37</u>	
			<u>329,439.37</u>
TOTAL ASSETS			329,439.37
			=====
LIABILITIES			
=====			
129-200-110	CURRENT YEAR ENCUMBRANCE	(1,436.37)	
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>0.00</u>
EQUITY			
=====			
129-270-100	FUND BALANCE	<u>335,690.98</u>	
TOTAL BEGINNING EQUITY		335,690.98	
TOTAL REVENUE		69.49	
TOTAL EXPENSES		<u>3,000.00</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(2,930.51)	
(WILL CLOSE TO FUND BAL.)		(3,321.10)	
TOTAL EQUITY & FUND BALANCE			<u>329,439.37</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			329,439.37
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

200-ROADWAY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
200-100-102	CLAIM ON POOLED CASH	296,863.99	
200-170-100	CURRENT YR RES FOR ENCUMBRANCE	(30,000.00)	
200-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>0.00</u>	
			<u>266,863.99</u>
TOTAL ASSETS			266,863.99
			=====
LIABILITIES			
=====			
200-200-110	CURRENT YR ENCUMBRANCES	(30,000.00)	
200-200-111	PRIOR YR ENCUMBRANCES	0.00	
200-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
	TOTAL LIABILITIES		(<u>30,000.00</u>)
EQUITY			
=====			
200-270-100	FUND BALANCE	<u>246,334.39</u>	
	TOTAL BEGINNING EQUITY	246,334.39	
TOTAL REVENUE		1,590.00	
TOTAL EXPENSES		<u>0.00</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		1,590.00	
(WILL CLOSE TO FUND BAL.)		48,939.60	
TOTAL EQUITY & FUND BALANCE			<u>296,863.99</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			266,863.99
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

210-TRANSPORTATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
210-100-101	2019 CO BOND FUNDS TEXSTAR	2,835,931.07	
210-100-102	CLAIM ON POOLED CASH	1,012,799.98	
210-100-103	FROST SAFEKEEPING 1004078	0.00	
210-100-104	FROST ACCOUNT 591800744	0.00	
210-120-130	ACCTS RECEIVABLE TRANSPORTATIO	49,391.75	
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>3,888,447.53</u>
TOTAL ASSETS			3,888,447.53
=====			
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	0.00	
210-240-101	UNCLAIMED FUNDS	<u>0.00</u>	
TOTAL LIABILITIES			<u>0.00</u>
EQUITY			
=====			
210-270-100	FUND BALANCE	<u>5,152,227.26</u>	
TOTAL BEGINNING EQUITY		5,152,227.26	
TOTAL REVENUE		136,007.23	
TOTAL EXPENSES		<u>440,818.97</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(304,811.74)	
(WILL CLOSE TO FUND BAL.)		(958,967.99)	
TOTAL EQUITY & FUND BALANCE			<u>3,888,447.53</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			3,888,447.53
=====			

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

300-MUNICIPAL DRAINAGE UTILIT

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
300-100-102	CLAIM ON POOLED CASH	234,494.98	
300-120-100	DRAINAGE RECEIVABLE	36,714.81	
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>262,608.22</u>
TOTAL ASSETS			262,608.22
			=====
LIABILITIES			
=====			
300-200-104	ACCRUED INTEREST PAYABLE	0.00	
300-200-110	CURRENT YEAR ENCUMBRANCES	0.00	
300-200-111	PRIOR YEAR ENCUMBRANCES	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>211,248.52</u>	
TOTAL BEGINNING EQUITY		211,248.52	
TOTAL REVENUE		83,504.57	
TOTAL EXPENSES		<u>104.44</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		83,400.13	
(WILL CLOSE TO FUND BAL.)		(32,040.43)	
TOTAL EQUITY & FUND BALANCE			<u>262,608.22</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			262,608.22
			=====

320-SANITATION FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
320-100-102	CLAIM ON POOLED CASH	320,055.35	
320-120-103	MISC ACCOUNTS RECEIVABLE	0.00	
320-120-130	ACCTS RECEIVABLE GARBAGE	90,247.95	
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>407,612.26</u>
TOTAL ASSETS			407,612.26
			=====
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	17,387.11	
320-240-101	UNCLAIMED FUNDS	<u>0.00</u>	
TOTAL LIABILITIES			<u>17,387.11</u>
EQUITY			
=====			
320-270-100	FUND BALANCE	<u>293,168.93</u>	
TOTAL BEGINNING EQUITY		293,168.93	
TOTAL REVENUE		305,598.20	
TOTAL EXPENSES		<u>142,253.31</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		163,344.89	
(WILL CLOSE TO FUND BAL.)		(66,288.67)	
TOTAL EQUITY & FUND BALANCE			<u>390,225.15</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			407,612.26
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

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	4,043,164.82
340-100-102	CLAIM ON POOLED CASH	1,681,116.20
340-100-103	FROST SAFEKEEPING 1004078	0.00
340-100-104	FROST ACCT 0591800744	0.00
340-100-107	TEXPOOL 2465300012 TOWER RENT	522,368.00
340-100-110	TEXPOOL 2465300001 UTILITY FD	68,637.80
340-100-116	UTILITY OPERATING-TXCLASS 0007	1,021,590.93
340-100-118	TEXPOOL RATE STABILIZATION 18	647,758.76
340-100-119	TEXPOOL CAPITAL OUTLAY-ASSETS	312,263.79
340-100-120	TEXPOOL WORKING CAPITAL-CIP	461,513.67
340-100-121	TEXPOOL 2017 WWTP IMPROVMNTS	0.00
340-120-100	ACCOUNTS RECEIVABLE	457,505.50
340-120-101	CURRENT REFUND PAYABLE	9,974.82
340-120-102	UNAPPLIED CREDITS	(42,412.91)
340-120-103	MISC. ACCOUNTS RECEIVABLE	52,558.50
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	976,440.33
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	(223,026.87)
340-170-101	PRIOR YR RES FOR ENCUMBRANCE	206,272.63
340-190-103	ACCUMULATED DEPRECIATION	(<u>23,922,103.85</u>)
		<u>43,526,994.23</u>
TOTAL ASSETS		43,526,994.23
		=====
LIABILITIES		
=====		
340-200-104	ACCRUED INTEREST PAYABLE	133,158.75
340-200-110	CURRENT YEAR ENCUMBRANCES	(223,026.87)
340-200-111	PRIOR YEAR ENCUMBRANCE	206,272.63
340-200-200	FICA AND MEDICARE PAYABLE	13,347.39
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	154.42
340-200-213	DENTAL PAYABLE	131.76

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
340-200-214	AFLAC PAYABLE	239.56
340-200-215	CLOTHES RENTAL PAYABLE	0.00
340-200-218	BLUE CHOICE PAYABLE	175.48
340-200-219	SCOTT & WHITE HEALTH PAYABLE	(5,150.75)
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	9.85
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	265,843.97
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	478,983.00
340-240-101	UNCLAIMED FUNDS	5,530.17
340-240-120	ALLOWANCE FOR BAD DEBT	<u>0.00</u>
TOTAL LIABILITIES		<u>27,448,289.74</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>15,154,761.49</u>
TOTAL BEGINNING EQUITY		15,670,015.79
TOTAL REVENUE		1,633,392.95

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

340-PUBLIC UTILITIES FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
TOTAL EXPENSES		<u>833,515.22</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		799,877.73
(WILL CLOSE TO FUND BAL.)	(	391,189.03)
TOTAL EQUITY & FUND BALANCE		<u>16,078,704.49</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE		43,526,994.23
		=====

345-UTILITY IMPACT FEE FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
345-100-102	CLAIM ON POOLED CASH	834,354.17	
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	(117,696.00)	
345-170-101	PRIOR YR RES FOR ENCUMBRANCE	<u>1,411.60</u>	
		<u>1,822,258.45</u>	
TOTAL ASSETS			1,822,258.45
			=====
LIABILITIES			
=====			
345-200-110	CURRENT YEAR ENCUMBRANCE	(117,696.00)	
345-200-111	PRIOR YEAR ENCUMBRANCE	1,411.60	
345-200-233	OTHER A/P PENDING (AUDITOR)	0.00	
345-200-500	ACCOUNTS PAYABLE PENDING	<u>0.00</u>	
TOTAL LIABILITIES		(<u>116,284.40</u>)	
EQUITY			
=====			
345-270-100	FUND BALANCE	<u>1,396,488.45</u>	
TOTAL BEGINNING EQUITY		1,396,488.45	
TOTAL REVENUE		15,000.00	
TOTAL EXPENSES		<u>0.00</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		15,000.00	
(WILL CLOSE TO FUND BAL.)		527,054.40	
TOTAL EQUITY & FUND BALANCE		<u>1,938,542.85</u>	
TOTAL LIABILITIES, EQUITY & FUND BALANCE			1,822,258.45
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

350-AIRPORT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
350-100-102	CLAIM ON POOLED CASH	121,142.15	
350-100-106	TEXPOOL 2017 AIRPORT CONST	959,320.53	
350-120-100	AIRPORT RECEIVABLES	8,075.38	
350-120-101	REFUND CHECKS PAYABLE	0.00	
350-120-103	MISC. ACCOUNTS RECEIVABLES	1,143.60	
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	0.00	
350-170-101	PRIOR YR RES FOR ENCUMBRANCE	0.00	
350-190-103	ACCUMULATED DEPRECIATION	(1,717,549.44)	
		<u>6,937,600.99</u>	
TOTAL ASSETS			6,937,600.99
=====			
LIABILITIES			
=====			
350-200-100	ACCRUED ACCOUNTS PAYABLE	0.00	
350-200-110	CURRENT YEAR ENCUMBRANCE	0.00	
350-200-111	PRIOR YEAR ENCUMBRANCE	0.00	
350-200-200	FICA AND MEDICARE PAYABLE	925.33	
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	42.71	
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	2,302.66	
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 OUTFLOW 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>1,524,945.79</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	605,284.57
350-281-100	PRIOR PERIOD ADJUSTMENTS	<u>442,482.09</u>
	TOTAL BEGINNING EQUITY	5,397,353.40
	TOTAL REVENUE	60,478.39
	TOTAL EXPENSES	<u>40,348.97</u>
	TOTAL INCREASE/(DECREASE) IN FUND BAL.	20,129.42
	(WILL CLOSE TO FUND BAL.)	(4,827.62)
	TOTAL EQUITY & FUND BALANCE	<u>5,412,655.20</u>
	TOTAL LIABILITIES, EQUITY & FUND BALANCE	6,937,600.99
=====		

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

370-CEMETERY OPERATING FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
370-100-102	CLAIM ON POOLED CASH	96,055.02	
370-120-103	MISC ACCOUNTS RECEIVABLES	500.00	
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	(<u>2,508.20</u>)	
			<u>104,079.62</u>
TOTAL ASSETS			104,079.62
			=====
LIABILITIES			
=====			
370-200-110	CURRENT YR ENCUMBRANCE	(959.83)	
370-200-111	PRIOR YEAR ENCUMBRANCE	959.83	
370-200-200	FICA & MEDICARE PAYABLE	1,161.35	
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	17.79	
370-200-219	SCOTT & WHITE HEALTH PAYABLE	283.28	
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	19,584.24	
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>56,313.20</u>
EQUITY			
=====			
370-270-100	FUND BALANCE	(<u>6,565.70</u>)	
TOTAL BEGINNING EQUITY			(6,565.70)
TOTAL REVENUE		15,566.00	
TOTAL EXPENSES		<u>49,829.49</u>	
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(34,263.49)	
(WILL CLOSE TO FUND BAL.)		88,595.61	
TOTAL EQUITY & FUND BALANCE			<u>47,766.42</u>
TOTAL LIABILITIES, EQUITY & FUND BALANCE			104,079.62
			=====

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
382-100-102	CLAIM ON POOLED CASH	(75,401.87)	
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	(85,322.53)	
382-170-101	PRIOR YR RES FOR ENCUMBRANCE	52,403.73	
382-190-103	ACCUMULATED DEPRECIATION	<u>0.00</u>	
		(<u>108,320.67</u>)	
TOTAL ASSETS		(108,320.67)	=====
LIABILITIES			
=====			
382-200-110	CURRENT YEAR ENCUMBRANCE	(85,322.53)	
382-200-111	PRIOR YEAR ENCUMBRANCE	52,403.73	
382-200-200	FICA AND MEDICARE PAYABLE	1,709.87	
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	1.49	
382-200-214	AFLAC PAYABLE	88.92	
382-200-215	CLOTHES RENTAL PAYABLE	0.00	
382-200-218	BLUE CHOICE PAYABLE	0.00	
382-200-219	SCOTT & WHITE HEALTH PAYABLE	(55.21)	
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	21,679.58	
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>76,416.10</u>	

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

382-FLEET SERVICES OPERATING

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
EQUITY		
=====		
382-260-121	RESERVE:FUTURE EQUIP PURCHASES	0.00
382-270-100	FUND BALANCE	(<u>66,132.59</u>)
	TOTAL BEGINNING EQUITY	(66,132.59)
	TOTAL REVENUE	571.70
	TOTAL EXPENSES	<u>153,055.75</u>
	TOTAL INCREASE/(DECREASE) IN FUND BAL. (	152,484.05)
	(WILL CLOSE TO FUND BAL.)	33,879.87
	TOTAL EQUITY & FUND BALANCE	(<u>184,736.77</u>)
	TOTAL LIABILITIES, EQUITY & FUND BALANCE	(108,320.67)
=====		

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2020

384-FLEET REPLACEMENT FUND

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
384-100-102	CLAIM ON POOLED CASH	(252,263.28)
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	411,004.54
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	(3,650,679.58)
384-170-101	PRIOR YR RES FOR ENCUMBRANCE	3,530,344.12
384-190-103	ACCUMULATED DEPRECIATION	(<u>3,615,302.43</u>)
		<u>2,334,699.17</u>
TOTAL ASSETS		2,334,699.17
		=====
LIABILITIES		
=====		
384-200-104	ACCRUED INTEREST PAYALBE	0.00
384-200-110	CURRENT YEAR ENCUMBRANCE	(3,596,275.58)
384-200-111	PRIOR YEAR ENCUMBRANCE	3,475,940.12
384-200-500	ACCOUNTS PAYABLE PENDING	1,593.72
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>3,592,508.07</u>
EQUITY		
=====		
384-270-100	FUND BALANCE	<u>496,083.29</u>
TOTAL BEGINNING EQUITY		496,083.29
TOTAL REVENUE		72.01
TOTAL EXPENSES		<u>415,545.01</u>
TOTAL INCREASE/(DECREASE) IN FUND BAL.		(415,473.00)
(WILL CLOSE TO FUND BAL.)		(1,338,419.19)
TOTAL EQUITY & FUND BALANCE		(<u>1,257,808.90</u>)
TOTAL LIABILITIES, EQUITY & FUND BALANCE		2,334,699.17
		=====

Attachment E
Sales Tax Tracking Report

Summary of Sales Tax Collections by Month

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimate 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		312,277				
January	306,687	379,137	328,713	356,902		285,521				
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	\$ 875,932	\$ 4,303,935	\$ 206,635		\$ 63,656	

	2016-17	2017-18	2018-19	2019-20	2020-21
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	
January	76,672	94,784	82,178	\$ 89,225	
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	218,983

Sales Tax Tracking (City's Portion) - FY 2019-20

Monthly

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimate 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		234,208				
January	230,015	284,353	246,535	267,676		214,141				
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	\$ 154,976		\$ 47,742	

Cumulative Year -to- Date on Actual

	2016-17	2017-18	2018-19	2019-20	2020-21	2020-21 Estimate 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		736,181				
January	978,077	1,057,260	1,103,880	1,169,643		950,322				
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	-0.6%	7.0%	6.6%	9.9%						

Attachment F
Monthly Investment Report



Monthly Investment Report

November 30, 2020

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

Transition Begins But Uncertainty Remains

Whew...the elections are over. Investors heaved a sigh of relief but also appear delighted with a divided Congress, which all but eliminates prospects of violent tax increases, sweeping regulatory reform and the New Green Deal. It's a source of frustration for the winners perhaps but a welcome situation for investors.

Also driving equities to a stellar month and new historic risk-on highs was news of the potential release of a Covid vaccine.

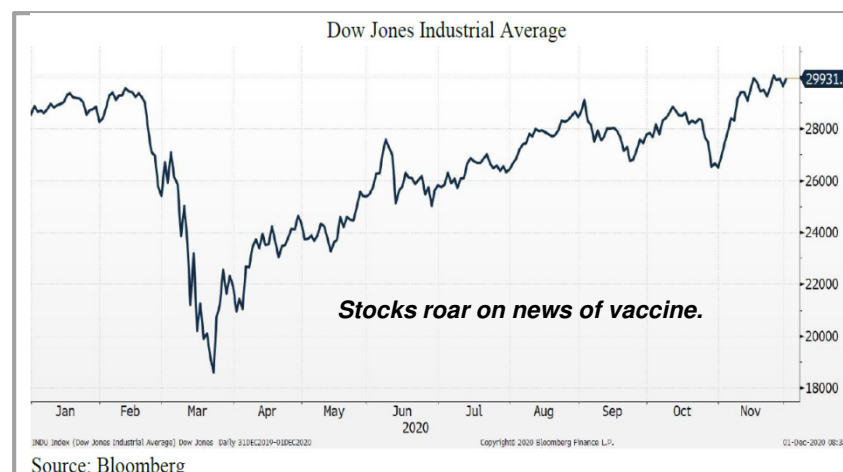
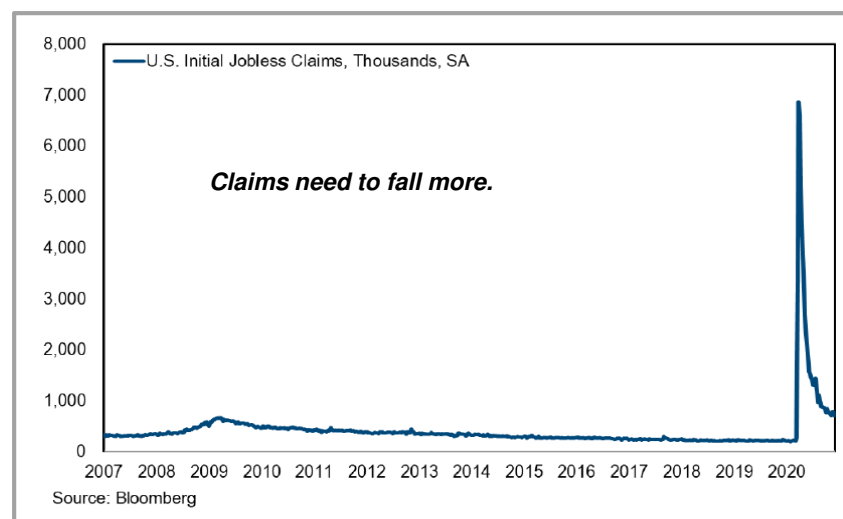
The UK will start to use the vaccine in December with the US not far behind. The US's Operation Warp Speed with its January and May milestones are great news, but production and distribution hurdles remain to be overcome.

Europe has moved back to major lockdowns and social restrictions and the block's economy is set to shrink for the third quarter this year. It is likely to see a double dip recession in 2021.

Even with the optimism, the much-hoped for 2021 future expansion is not a forgone conclusion. The US is seeing a waning momentum especially from the consumer. The consumer has slowed her consumption and retail sales. The cause of that action clearly comes primarily from the job situation. November added less jobs than expected although jobless claims themselves fell, which might be partly due to seasonal employment. Black Friday sales were robust – although a large percentage were online sales which don't help local businesses.

With Federal assistance and forbearance opportunities expiring in January, there is increasing risk of additional layoffs and business closings. ISM (purchasing managers projections) fell to a two month low on a backlog of orders and a decrease in new orders.

Unless the five months of fruitless negotiations and political stonewalling end in a new stimulus program, the US could slide back to a negative growth in 2021 extending the recession. The potential fifth round of CARES Act funding is uncertain. Even Fed Chair Powell has typified the situation as “*extraordinarily uncertain*.” The Fed continues to call for additional stimulus programs from Congress.



Vaccine versus Lockdown

The Federal Reserve's call for additional stimulus has been backed by their own back-stop programs for much of the year.

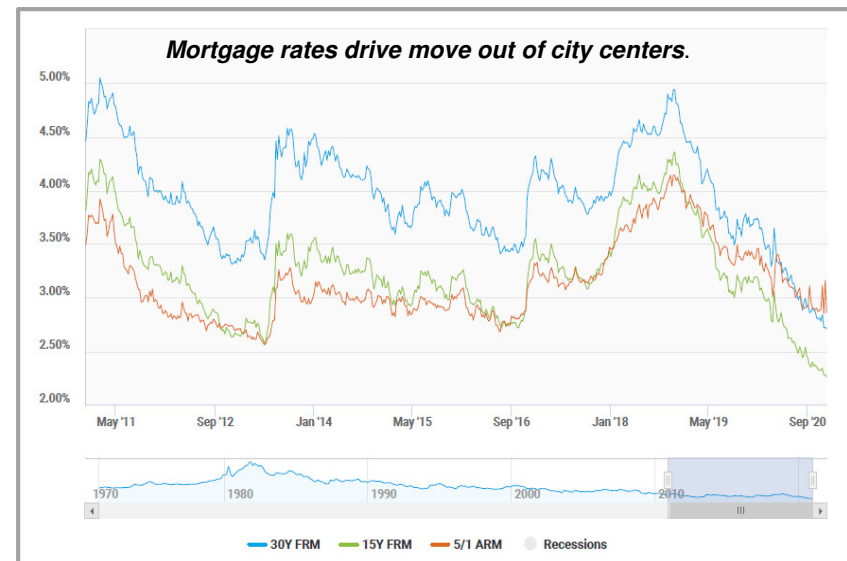
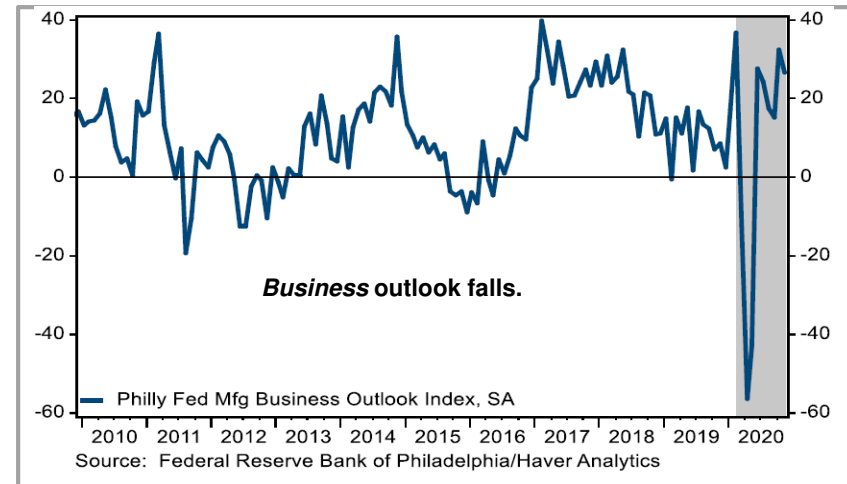
The FOMC met in November with no major changes and will meet again in December. No major changes were or are expected however. Investors were watching for a change in the asset purchase programs (QE) which had been effective in keeping rates low for lenders and buyers, but it is likely the program will not change although they may adjust guidance – which of course is as important to investors.

The Fed's backstops were little used but provided major confidence to the markets and investors. The Fed still has plenty of arrows in its quiver however with asset purchases, explicit forward guidance and yield curve targeting. Much will depend on the new Treasury Secretary's role and coordination with the Fed, which she (Janet Yellen) knows well having been the Fed Chair before Powell.

The emergency lending programs from Treasury are expiring 12/31/2020. Sec'y Mnuchin has hinted at letting the Main Street Lending expire with no renewal as it has *"clearly achieved its goal"*.

One area that has disproportionately gained from the pandemic is housing. As people begin to think of their homes as workplaces and schools as well as refuge, they are commuting much less. There is move afoot from the expensive downtown rental centers to the roomier and less expensive suburbs. Home sales outside the city centers have soared while vacancies in the major city downtown rentals have fallen. The sales have been helped by the low mortgage rates which are at record lows. Freddie Mac is reporting 30-year fixed rates at 2.71% and 15-year at 2.26%.

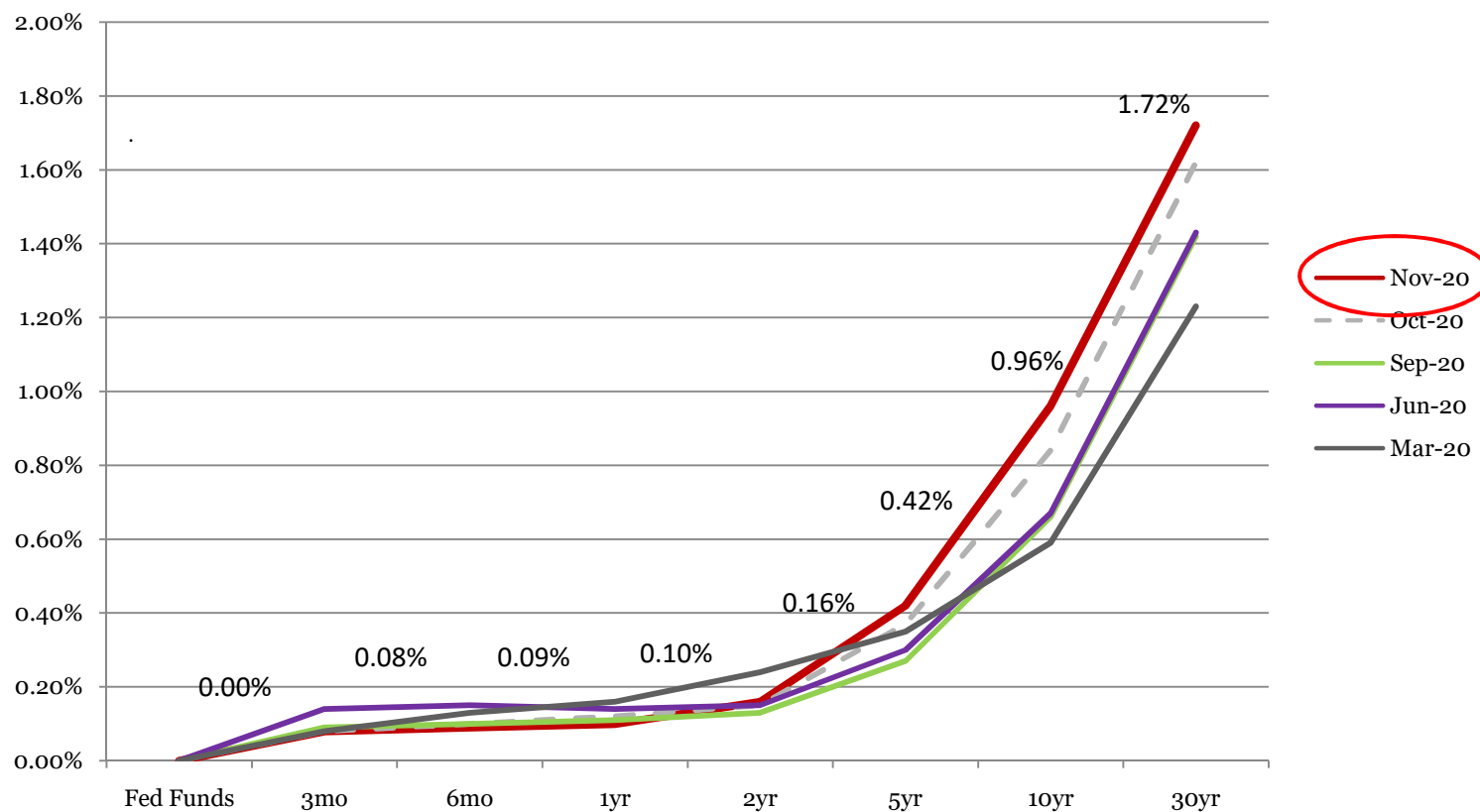
It is a conundrum why some treasury yields are increasing. Potentially, with a weakening job situation Congress will be forced to act – which stocks love- but to fund those stimulus programs Treasury will have to issue more securities driving up supply on the long end. It is a herculean struggle and puzzle that only time, and perhaps the vaccine, will solve.





Range Bound

- The curve continues to fight the virus and though the long end has moved up slightly in yield, the short end remains almost stationary.
- Some additional long end supply has raised the long end slightly.
- The potential covid vaccine has 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.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2022.
- The absence of agreement on the next stimulus package remains a major drag on all markets.



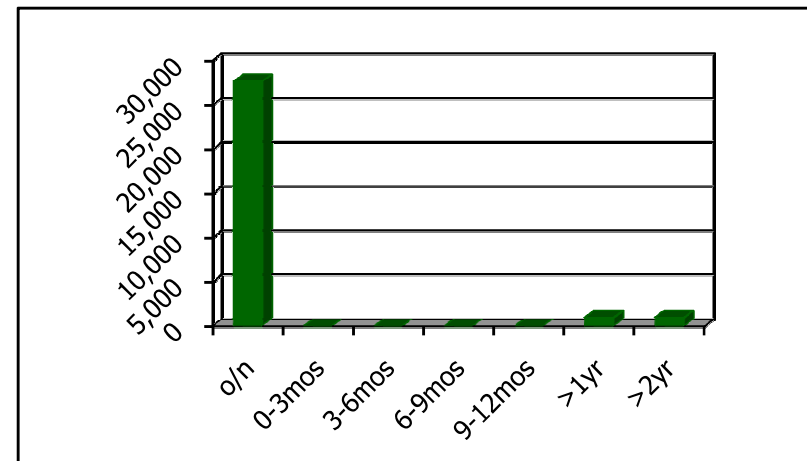
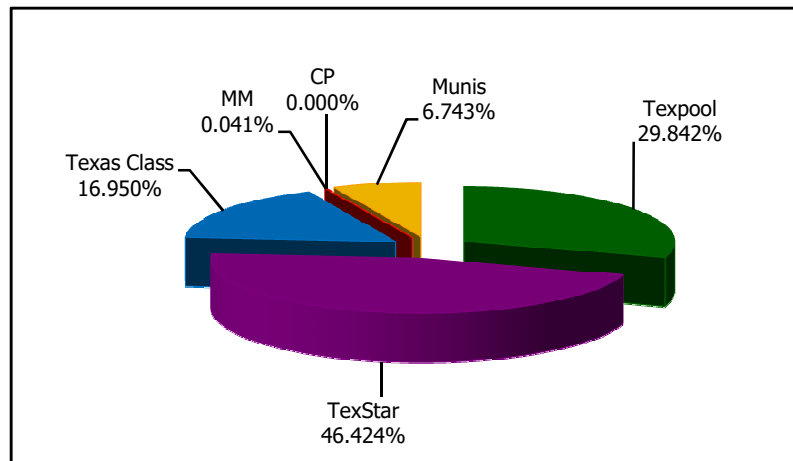
End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Your Portfolio

As of November 30, 2020



- 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 will not be attractive but as the curve flattens it also is sometimes the only sector available as year end expenditures loom. Our expectation is of continuing low rates but we will attempt to find value in all authorized sectors to capture yield available.
- Hopefully Fed actions will return us to some normalcy and a vaccine will be found. This is what we are watching for and acting on.
- The non-cash portion of your portfolio is yielding 0.454%.





City of Taylor, Texas
Portfolio Management
Portfolio Summary
November 30, 2020

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.
Municipal Bonds	2,000,000.00	1,997,650.00	1,997,832.13	6.74	807	760	0.454
Texpool	8,841,763.57	8,841,763.57	8,841,763.57	29.84	1	1	0.123
TexStar	13,754,733.60	13,754,733.60	13,754,733.60	46.42	1	1	0.094
Texas Class	5,021,759.20	5,021,759.20	5,021,759.20	16.95	1	1	0.149
Money Market	12,231.06	12,231.06	12,231.06	0.04	1	1	0.010
	29,630,487.43	29,628,137.43	29,628,319.56	100.00%	55	52	0.136

Investments			
Total Earnings	November 30	Month Ending	Fiscal Year To Date
Current Year		3,426.60	7,254.27

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
November 30, 2020
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	10,302,313.01	10,302,313.01	34.77	0.094	1
Subtotal	1	10,302,313.01	10,302,313.01	34.77	0.094	1
Fund: Airport Fund						
Texpool	1	959,320.53	959,320.53	3.24	0.123	1
Subtotal	1	959,320.53	959,320.53	3.24	0.123	1
Fund: Cemetery Permanent Fund						
Money Market	1	0.00	0.00	0.00	0.000	0
Texas Class	1	690,395.80	690,395.80	2.33	0.149	1
Texpool	1	58,345.86	58,345.86	0.20	0.123	1
TexStar	1	56,450.01	56,450.01	0.19	0.094	1
Subtotal	4	805,191.67	805,191.67	2.72	0.143	1
Fund: Fleet Replacement Fund						
TexStar	1	411,004.54	411,004.54	1.39	0.094	1
Subtotal	1	411,004.54	411,004.54	1.39	0.094	1
Fund: General Fund						
Principal	1	0.00	0.00	0.00	0.000	0
Money Market	2	12,231.06	12,231.06	0.04	0.010	1
Municipal Bonds	2	2,000,000.00	1,997,832.13	6.74	0.454	760
Texas Class	1	3,309,772.47	3,309,772.47	11.17	0.149	1
Texpool	1	5,551,065.53	5,551,065.53	18.74	0.123	1
TexStar	1	2,984,966.04	2,984,966.04	10.07	0.094	1
Subtotal	8	13,858,035.10	13,855,867.23	46.76	0.171	110
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
November 30, 2020
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	260,489.63	260,489.63	0.88	0.123	1
Subtotal	1	260,489.63	260,489.63	0.88	0.123	1
Fund: Utility Fund						
Texas Class	1	1,021,590.93	1,021,590.93	3.45	0.149	1
Texpool	1	2,012,542.02	2,012,542.02	6.79	0.123	1
Subtotal	2	3,034,132.95	3,034,132.95	10.24	0.132	1
Total and Average	19	29,630,487.43	29,628,319.56	100.00	0.136	52



City of Taylor, Texas
Fund 19BOND - 2019 Bond Fund
Investments by Fund
November 30, 2020

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	10,302,313.01	10,302,313.01	10,302,313.01	0.094	0.093	0.094	1
Subtotal and Average				10,302,313.01	10,302,313.01	10,302,313.01		0.093	0.094	1
Total Investments and Average				10,302,313.01	10,302,313.01	10,302,313.01		0.093	0.094	1

**Fund AIR - Airport Fund
Investments by Fund
November 30, 2020**

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	959,320.53	959,320.53	959,320.53	0.123	0.121	0.123	1
Subtotal and Average				959,320.53	959,320.53	959,320.53		0.121	0.123	1
Total Investments and Average				959,320.53	959,320.53	959,320.53		0.121	0.123	1

Fund CEM - Cemetery Permanent Fund
Investments by Fund
November 30, 2020

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	58,345.86	58,345.86	58,345.86	0.123	0.121	0.123	1
Subtotal and Average				58,345.86	58,345.86	58,345.86		0.121	0.123	1
TexStar										
22880	10003	TexStar	11/01/2017	56,450.01	56,450.01	56,450.01	0.094	0.093	0.094	1
Subtotal and Average				56,450.01	56,450.01	56,450.01		0.093	0.094	1
Texas Class										
70006	10001	Texas Class	11/01/2017	690,395.80	690,395.80	690,395.80	0.149	0.146	0.148	1
Subtotal and Average				690,395.80	690,395.80	690,395.80		0.147	0.149	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				805,191.67	805,191.67	805,191.67		0.141	0.143	1

Fund FLEET - Fleet Replacement Fund
Investments by Fund
November 30, 2020

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	411,004.54	411,004.54	411,004.54	0.094	0.093	0.094	1
Subtotal and Average				411,004.54	411,004.54	411,004.54		0.093	0.094	1
Total Investments and Average				411,004.54	411,004.54	411,004.54		0.093	0.094	1

**Fund GEN - General Fund
Investments by Fund
November 30, 2020**

Page 5

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Municipal Bonds											
419792ZH2	10054	State of Hawaii	10/29/2020	1,000,000.00	1,000,000.00	1,001,640.00	0.429	0.422	0.428	10/01/2022	669
59333NN90	10053	Maimi-Dade County FL	09/30/2020	997,832.13	1,000,000.00	996,010.00	0.375	0.473	0.480	04/01/2023	851
Subtotal and Average				1,997,832.13	2,000,000.00	1,997,650.00		0.448	0.454		759
Texpool											
300003	10004	Texpool	11/01/2017	5,551,065.53	5,551,065.53	5,551,065.53	0.123	0.121	0.123		1
Subtotal and Average				5,551,065.53	5,551,065.53	5,551,065.53		0.121	0.123		1
TexStar											
34440	10002	TexStar	11/01/2017	2,984,966.04	2,984,966.04	2,984,966.04	0.094	0.093	0.094		1
Subtotal and Average				2,984,966.04	2,984,966.04	2,984,966.04		0.093	0.094		1
Texas Class											
70008	10048	Texas Class	01/22/2020	3,309,772.47	3,309,772.47	3,309,772.47	0.149	0.146	0.148		1
Subtotal and Average				3,309,772.47	3,309,772.47	3,309,772.47		0.147	0.149		1
Money Market											
60618	10000	Citizens Nat'l Bank MM-Public	11/01/2017	12,231.06	12,231.06	12,231.06	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				12,231.06	12,231.06	12,231.06		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				13,855,867.23	13,858,035.10	13,855,685.10		0.168	0.171		110

Fund GENCAP - General Capital Fund
Investments by Fund
November 30, 2020

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
November 30, 2020

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	260,489.63	260,489.63	260,489.63	0.123	0.121	0.123	1
Subtotal and Average				260,489.63	260,489.63	260,489.63		0.121	0.123	1
Total Investments and Average				260,489.63	260,489.63	260,489.63		0.121	0.123	1

Fund UTIL - Utility Fund
Investments by Fund
November 30, 2020

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	2,012,542.02	2,012,542.02	2,012,542.02	0.123	0.121	0.123	1
Subtotal and Average				2,012,542.02	2,012,542.02	2,012,542.02		0.121	0.123	1
Texas Class										
70007	10047	Texas Class	01/22/2020	1,021,590.93	1,021,590.93	1,021,590.93	0.149	0.146	0.148	1
Subtotal and Average				1,021,590.93	1,021,590.93	1,021,590.93		0.147	0.149	1
Total Investments and Average				3,034,132.95	3,034,132.95	3,034,132.95		0.130	0.132	1



City of Taylor, Texas
Interest Earnings
Sorted by Fund - Fund
November 1, 2020 - November 30, 2020
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	10,302,313.01	10,927,868.66	10,426,670.73		0.094	0.095	811.55	0.00	811.55
Subtotal				10,302,313.01	10,927,868.66	10,426,670.73			0.095	811.55	0.00	811.55
Fund: Airport Fund												
300019	10007	AIR	RRP	959,320.53	959,223.47	959,226.71		0.123	0.123	97.06	0.00	97.06
Subtotal				959,320.53	959,223.47	959,226.71			0.123	97.06	0.00	97.06
Fund: Cemetery Permanent Fund												
300007	10008	CEM	RRP	58,345.86	58,339.97	58,340.17		0.123	0.123	5.89	0.00	5.89
70006	10001	CEM	RR3	690,395.80	690,311.74	690,314.54		0.149	0.148	84.06	0.00	84.06
22880	10003	CEM	RR2	56,450.01	56,445.64	56,445.79		0.094	0.094	4.37	0.00	4.37
Subtotal				805,191.67	805,097.35	805,100.49			0.143	94.32	0.00	94.32
Fund: Fleet Replacement Fund												
20180	10030	FLEET	RR2	411,004.54	410,972.65	410,973.71		0.094	0.094	31.89	0.00	31.89
Subtotal				411,004.54	410,972.65	410,973.71			0.094	31.89	0.00	31.89
Fund: General Fund												
300003	10004	GEN	RRP	5,551,065.53	4,495,320.67	5,062,012.44		0.123	0.122	508.08	0.00	508.08
70008	10048	GEN	RR3	3,309,772.47	3,309,369.38	3,309,382.82		0.149	0.148	403.09	0.00	403.09
60618	10000	GEN	RR4	12,231.06	12,230.96	12,230.96		0.010	0.010	0.10	0.00	0.10
34440	10002	GEN	RR2	2,984,966.04	2,998,111.35	2,986,079.81		0.094	0.094	231.65	0.00	231.65
59333NN90	10053	GEN	MC1	1,000,000.00	997,618.20	997,728.73	04/01/2023	0.375	0.638	309.07	213.93	523.00
419792ZH2	10054	GEN	MC1	1,000,000.00	1,000,000.00	1,000,000.00	10/01/2022	0.429	0.435	357.50	0.00	357.50
Subtotal				13,858,035.10	12,812,650.56	13,367,434.76			0.184	1,809.49	213.93	2,023.42
Fund: Special Rev-Tax Increment Fund												
300004	10005	SPECREV	RRP	260,489.63	609,948.83	388,600.19		0.123	0.128	40.80	0.00	40.80
Subtotal				260,489.63	609,948.83	388,600.19			0.128	40.80	0.00	40.80

City of Taylor, Texas
Interest Earnings
November 1, 2020 - November 30, 2020

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	2,012,542.02	2,004,871.39	2,008,362.99		0.123	0.123	203.13	0.00	203.13
70007	10047	UTIL	RR3	1,021,590.93	1,021,466.50	1,021,470.65		0.149	0.148	124.43	0.00	124.43
			Subtotal	3,034,132.95	3,026,337.89	3,029,833.64			0.132	327.56	0.00	327.56
			Total	29,630,487.43	29,552,099.41	29,387,840.23			0.142	3,212.67	213.93	3,426.60

City of Taylor, Texas
Amortization Schedule
November 1, 2020 - November 30, 2020
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 11/01/2020	Amount Amortized This Period	Amt Amortized Through 11/30/2020	Amount Unamortized Through 11/30/2020
General Fund										
10053	GEN	04/01/2023	1,000,000.00	997,390.00	-2,610.00	997,832.13	228.20	213.93	442.13	-2,167.87
	Miami-Dade County FL	10/01/2021	0.375				-2,381.80			
			Subtotal	997,390.00	-2,610.00	997,832.13	228.20	213.93	442.13	-2,167.87
							-2,381.80			
			Total	997,390.00	-2,610.00	997,832.13	228.20	213.93	442.13	-2,167.87
							-2,381.80			



City of Taylor, Texas
Projected Cashflow Report
Sorted by Monthly
For the Period December 1, 2020 - June 30, 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
GRAND TOTALS:						0.00	0.00	0.00	1,885.25	1,885.25



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 3
Agenda Title: **Consider Approving Resolution R21-01
approving the City Investment Policy
and Investment Strategy**

Council Action to be taken: Approve Resolution R21-01

Department Submitted: Finance Department

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of Resolution R21-01 is to have the Council review and approve the City's Investment Policy and Strategy.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Chapter 2256 of the Government Code requires that Municipal Governments annually review and adopt an Investment Policy and Strategy.

The City's current Investment Policy and Strategy was initially presented to City Council by our investment advisor Linda Patterson and approved by Council on January 11, 2018. It was subsequently approved without changes on January 10, 2019 and with a minor change to the maximum maturity of commercial paper on January 9, 2020.

At this time, staff is not recommending any changes to the Investment Policy and Strategy other than the additions and changes to the list of broker/dealers described below.

On recommendation of our investment advisor, staff is also recommending that the list of broker/dealers in Attachment A include the following changes:

Add the following:

- UBS Financial Services
- Jefferies
- Robert W. Baird
- Moreton Capital Markets

Update the following:

- Intl FC Stone is now StoneX Group Inc.
- Piper Jaffray is now Piper Sandler & Co.
- FTN Financial is now FHN Financial
- Williams Capital is now Siebert Williams Shank

Approval of Resolution R21-01 will satisfy the annual review and approval requirements set forth in the Government Code.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Policy clearly defines the investment and strategy guidelines in order to achieve the City's goals of safety, liquidity, diversification and yield • This investment policy satisfies the statutory requirements of the Public Funds Investment Act (Chapter 2256, Texas Government Code)	

4. RECOMMENDATION

Staff has reviewed the current Investment Policy and Strategy and are satisfied with the policy as is with the exception of the recommended changes to the list of broker/dealers as noted above. Staff recommends approval of the policy as presented.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

3a [Resolution R21-01](#)

3b [Investment Policy and Strategy](#)

RESOLUTION NO. R21-01

A RESOLUTION REVIEWING AND ADOPTING REVISIONS TO THE INVESTMENT POLICY REGARDING FUNDS FOR THE CITY OF TAYLOR; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, Texas Government Code, the City Council of the City of Taylor, Texas by resolution adopted an investment policy; and

WHEREAS, Section 2256.005, Tex. Gov't Code requires the City Council to review the investment policies and investment strategies not less than annually and to adopt a resolution stating the review has been completed and recording any changes made to either the investment policies or investment strategies.

WHEREAS, the previous Investment Policy and Strategy was last reviewed and approved by the City Council pursuant to Resolution R20-02 on January 9, 2020.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF TAYLOR:

SECTION 1.0 That the City of Taylor Investment Policy and Strategy attached hereto as Exhibit "A" is hereby adopted and shall govern the investment policies and investment strategies for the City.

SECTION 2.0 The Director of Finance as Chief Financial Officer of the City is hereby authorized and directed to carry out the provisions of such Investment Policy as the Investment Officer.

INTRODUCED, PASSED AND APPROVED by the City Council on the 14th day of January, 2021.

Brandt Rydell, Mayor

ATTEST

Dianna Barker, City Clerk

“EXHIBIT A”



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 in 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.



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 4
Agenda Title: Consider consenting to creation of the proposed Travis County Emergency Services District No. 17.

Council Action to be taken: Consider consenting to creation of District.

Department Submitted: Fire

Staff Contact: Daniel Baum, Fire Chief

1. PURPOSE/DESCRIPTION

The Travis County Commissioners Court has accepted a petition and has scheduled a public hearing to consider the creation of Travis County Emergency Services District (ESD) No. 17. Being that a portion of the proposed district is within the City of Taylor's ETJ, the City must consent to inclusion of that area within the proposed district.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Proposed Travis County ESD No. 17 shares the same geographic boundaries of existing Travis County ESD No. 2 which is primarily composed of the City of Pflugerville and its ETJ. Travis County ESD No. 2 is the primary funding mechanism and governing body of the Pflugerville Fire Department. The purpose of this overlapping ESD is to provide an additional funding mechanism for the provision of Emergency Medical Services by the Pflugerville Fire Department.

Consent to the creation of this new ESD does not affect the City of Taylor nor ETJ residents who are not already part of the existing ESD No. 2. The area affected is approximately 22 acres located in Travis County adjacent to Engelmann Lane and south of County Road 129.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
N/A	N/A

4. RECOMMENDATION

Staff recommends Council consent to the creation of Travis County Emergency Services District No. 17 including the portion of the City of Taylor's ETJ that exists within the boundaries of the proposed district.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

4a. [Petition – Travis County ESD No. 17](#)

4b. [Travis County ESD No. 2 Boundaries](#)



December 10, 2020

Mayor Brandt Rydell and City Council Members
City of Taylor
Taylor City Hall
400 Porter Street
Taylor, TX 76574

HAND DELIVERED

Re: Consent to petition for creation of Travis County Emergency Services District
No. 17

Dear Mayor Rydell and Taylor City Council Members:

The Pflugerville Professional Firefighters Association Local 4137 is sending this request on behalf of Teresa Smith and Teri Lucas who have filed the attached petition for creation of Travis County Emergency Services District No. 17 (the "District"). The Commissioners Court of Travis County has accepted the petition and scheduled a public hearing to consider whether to grant the petition. Because a portion of the District is within the City of Taylor's extraterritorial jurisdiction, the City must consent to the inclusion of this area within the District in order for it to be included within the District. (Texas Health & Safety Code §775.014). This letter serves as a formal request that the City consent to creation of the proposed District and allow the District to include the City's extraterritorial jurisdiction.

The petitioners respectfully request to be placed on the City of Taylor's January 14, 2021 agenda under an item titled, "Discuss and consider consenting to creation of the proposed Travis County Emergency Services District No. 17."

A map of the District and the metes and bounds description are included in the attached petition.

The petitioners respectfully request that you consent to including the City's extraterritorial jurisdiction in Travis County Emergency Services District No. 17 by adopting a motion and approving the District's request in writing.

If you have any questions, please contact me at your earliest convenience.

Best regards,

Josh Stubblefield, President
Pflugerville Professional Firefighters Local 4137
P.O. Box 2615
Pflugerville, TX 78691
512-796-6219



**PETITION FOR CREATION OF AN
EMERGENCY SERVICES DISTRICT**

THE STATE OF TEXAS	§ § § § §	IN THE COMMISSIONERS COURT OF TRAVIS COUNTY TEXAS
COUNTY OF TRAVIS		

TO THE HONORABLE COUNTY JUDGE AND COMMISSIONERS OF THE COURT:

NOW COME 100 or more qualified voters who own taxable real property in Travis County, Texas, pursuant to Texas Health & Safety Code, Section 775.011(a), requesting the creation of an overlay Emergency Services District and would respectfully show the following:

I. CREATION AND OPERATION

The proposed new Travis County Emergency Services District ("District") will be created and operated under the provisions of Article III, Section 48-e of the Constitution of Texas and Chapter 775 of the Health & Safety Code ("Code") of the State of Texas.

II. NAME AND NUMBER

The name of the proposed District is "TRAVIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17," which is the next consecutive emergency services district number available in Travis County. *See* Tex. Health & Safety Code §775.011(b).

III. AREA OF OVERLAY DISTRICT

The area of the new District will overlap Travis County Emergency Services District No. 2, and will generally include the city limits and extraterritorial jurisdiction of the City of Pflugerville, the City of Austin, the City of Round Rock, the City of Manor, the City of Hutto, and the City of Taylor. The boundaries of the District will be coterminous with those of the existing Travis County

Emergency Services District No. 2 and are more particularly described by the description attached as **Exhibit "A"**, which is attached hereto and incorporated herein for all purposes, and generally shown on the attached map in **Exhibit "B"**.

IV. SERVICES TO BE PROVIDED

The District will provide emergency medical services in response to any emergency situation in accordance with the authority granted to emergency services districts under Chapter 775 of the Texas Health & Safety Code, but the District will not provide any services provided by the existing Travis County Emergency Services District No. 2 as set forth in the statement of services to be provided in accordance with Section 775.018(g) of the Texas Health & Safety Code.

V. COMPLIANCE WITH CODE

The creation of the new District complies with Section 775.0205 of the Code. (Section 775.020 does not apply to Travis County.) The Petitioners request that the County deliver a copy of this petition to the Board of Commissioners of Travis County Emergency Services District No. 2, and request a statement of services in accordance with Section 775.018(g) of the Code.

VI. PETITIONERS

Two Petitioners present this petition. The Petitioners are: Teri Lucas, who resides at 17004 Dashwood Creek Drive, Pflugerville, Texas 78660; and Teresa Smith, who resides at 2421 Dovetail Street, Pflugerville, Texas 78660. Petitioners hereby agree and obligate themselves to pay not more than one hundred fifty dollars (\$150.00) in costs incident to the formation of the new District, including the costs of publishing notices, election costs, and other necessary and incidental expenses, as required by Section 775.013(b) of the Code.

VII. CITIES AFFECTED

The cities of Pflugerville, Austin, Round Rock, Manor, Hutto and Taylor are the only municipalities whose consent must be obtained under Section 775.014 of the Code. The portions of the city limits and extraterritorial jurisdictions of the cities of Pflugerville, Austin, Round Rock, Manor, Hutto and Taylor that are currently within Travis County Emergency Services District No. 2 will be within the territory of the new District.

VIII. SIGNATURES REQUIRED

The signatures required by Section 775.011(a) of the Code for the creation of the District are attached hereto as Exhibit "C" and are incorporated herein by reference.

WHEREFORE, PREMISES CONSIDERED, Petitioners pray that such notices be issued by the County Clerk of Travis County as required by law; that a public hearing be held on this petition in the county; that a copy of this petition be sent to Travis County Emergency Services District No. 2 together with a request for a statement of services; and, that after the hearing, the Commissioners Court of Travis County grant this petition and call a special election regarding the creation of the new District.

RESPECTFULLY SUBMITTED this 8th day of October 2020.

PETITIONERS:

By: Teri Lucas
Teri Lucas

By: Teresa Smith
Teresa Smith

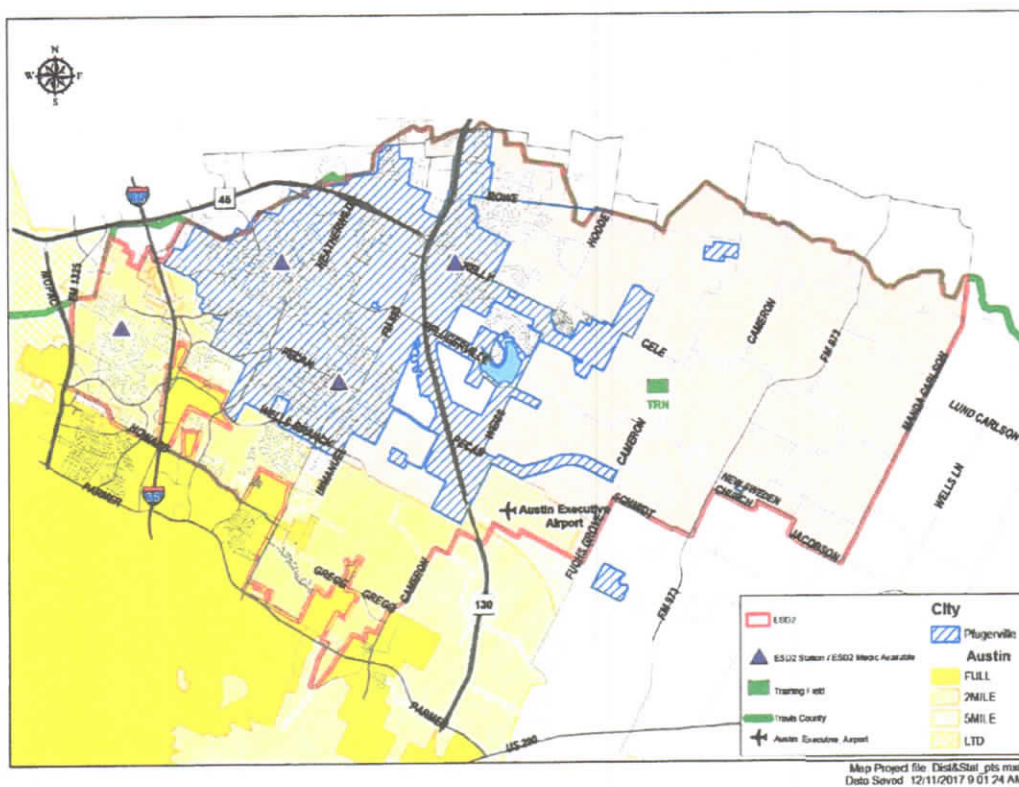
Exhibit "A"

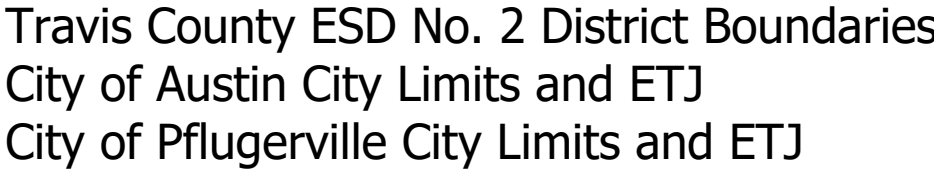
Description of Proposed Travis County Emergency Services District No. 17

Boundary Description

The boundaries of the proposed Travis County Emergency Services District No. 17 are coterminous with the boundaries of the existing Travis County Emergency Services District No. 2.

Exhibit B
Map of Proposed
Travis County Emergency Services District No. 17





This map displays the Pflugerville area in Texas, highlighting training field locations and station locations. The map includes a north arrow and a legend in the bottom right corner. The legend identifies the following elements:

- TrainingField:** Indicated by a blue square.
- Station Locations:** Indicated by a red dot.
- ESD2 Boundaries:** Indicated by a light blue outline.
- City of Pflugerville ETJ:** Indicated by a light green outline.
- Austin City Limits and ETJ:** Indicated by a light orange outline.
- Pflugerville City Limits:** Indicated by a light purple outline.

The map shows various roads, including W Louis Henna Blvd, W Pflugerville Pkwy, and E Howard Ln. It also shows parks such as Springbrook, Pflugerville Park, and Big Walnut Creek Greenbelt. The map includes labels for nearby cities like Round Rock and Austin, and landmarks like the Golf Club at Star Ranch and the Austin Executive Airport. The map also shows the location of the Pflugerville Police Station and the Pflugerville Fire Station.



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 5
Agenda Title: Consider Ordinance 2021-01 amending the Sign Ordinance.

Council Action to be taken: Consider ordinance adoption

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

This agenda item is to consider an ordinance amending the Sign Ordinance based on a set of recommendations from the Main Street Advisory Board regarding proposed amendments to the sign ordinance related to sign regulations in the Downtown Sign District and additional recommendations from staff regarding political signs on City property that were presented to City Council on November 12, 2020.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Earlier this year, the City received code enforcement complaints about a number of signs in the downtown that were either unpermitted or were in violation of the City's sign ordinance. Staff began an inventory of signs in the Downtown Sign District to identify signs that were not permitted and/or that were not in compliance with the City's sign ordinance. During that process, staff identified several issues with the current sign ordinance that were recommended to be addressed.

In the Downtown Sign District as established in the sign ordinance, the Main Street Advisory Board makes recommendations on the sign regulations and may hear requests for variances. Staff presented its recommendations to the Main Street Advisory Board and sought their advice and recommendation to City Council at their meetings in August and October.

The Main Street Board submitted a set of recommended amendments that were reviewed and approved by Council on November 12, 2020. In addition to these recommendations, staff also received complaints during this past election cycle about the number and size of political signs on City property at City Hall and Heritage Square. Staff is proposing that the City amend the sign ordinance to provide more specific details about the number, size, location and duration of political signs on City property. This would be consistent with ordinances from other cities in the County such as Round Rock and Hutto.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Updates the sign ordinance to address issues that have been experienced by business owners • Provides more signage options for businesses • Ensures more orderly display of political signs on City property	• May introduce some visual clutter due to additional sign types being permitted

4. RECOMMENDATION

Adopt ordinance.

5. FUNDING SOURCE

N/A

6. TIMELINE

Ordinance introduced – December 10, 2020

Ordinance considered for approval – January 14, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

5a. [Proposed ordinance 2021-01](#)

5b. [PowerPoint presentation](#)

ORDINANCE NO. 2021-01

AN AMENDMENT TO THE TAYLOR CITY CODE, CHAPTER 24 SIGNS, AMENDING SECTION 24-2, DEFINITIONS, AND SECTION 24-3, GENERAL PROVISIONS; PROVIDING A PENALTY FOR VIOLATION OF THE SIGN ORDINANCE AS AMENDED; PROVIDING AN EFFECTIVE DATE; PROVIDING A REPEALER CLAUSE; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, the City adopted Chapter 24 Signs, of the Taylor City Code; and

WHEREAS, the City Council desires to amend the Taylor City Code, Chapter 24 Signs, by amending Section 24-2, Definitions, and Section 24-3, General Provisions, as set forth in this Ordinance;

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. Chapter 24, Section 24-2, Definitions is amended as follows:

The definition of Accessory is deleted and shall be replaced with the following: *Accessory sign* means a small sign that is not part of the total allowable square footage permitted for the building. Accessory signs are restricted to hours of operation, credit cards accepted, and official notices of services required by law or trade affiliations.

The definition of Window sign is deleted and shall be replaced with the following: *Window sign* means a sign affixed to the interior or exterior of a window or placed within three (3) feet of a window for the purpose of being visible from the exterior of the window. Merchandise displays shall not be considered window signs.

The definition of Projection sign is deleted and replaced with the following: *Projecting sign* means a two-sided sign projecting from a building and placed perpendicular to the

building's front façade or placed at the building's exterior corner.

The following definition is added to Section 24-2: *Feather banner* means a vertical portable sign, made of lightweight material that is prone to move in the wind, and that contains a harpoon-style pole or staff driven into the ground for support or is supported by means of an individual stand. This definition includes such signs of any shape including flutter, bow, teardrop, rectangular, shark, feather, and U-shaped. For purposes of this chapter, a feather banner is an advertising device and sign.

SECTION 3. Chapter 24, Section 24-3 is amended as follows:

Section 24-3-(t)-(2)-(b) is deleted and replaced with the following: *Projecting sign*. Shall not exceed 12 square feet in area. The top of all projecting signs shall be located below the roofline and at a height not greater than 16 feet above the ground. The base of all projecting signs shall be no less than eight feet above the ground. Projecting signs shall not project from the exterior wall of the building more than six feet.

Section 24-3-(t)-(3)-(b) is deleted and replaced with the following: *Hanging signs*. Shall not exceed eight square feet in area and provide a minimum of seven (7) feet clearance between the sidewalk surface and the bottom of the sign. Sign shall be within six feet of the door. Must hang perpendicular to the facade of the building.

Section 24-3-(t)-(4)-(e) is deleted and replaced with the following: *Window signs*. The coverage area shall not exceed 30 percent of the total window area.

Section 24-3-(t)-(4), is amended to add the following subpart f as follows: *Feather banner sign*. Shall not exceed sixteen (16) square feet in area. Feather banner signs are for temporary use only and shall not be displayed for more than thirty (30) calendar days in a twelve (12) month period and require a permit.

Section 24-3-(h)(4), shall be deleted and replaced with the following:

(4) Except as provided in subsection a. below, it shall be unlawful for any person to post a political campaign sign on or over any public property in the city.

a. A temporary political campaign sign or literature may be placed on public property that serves as an early voting location or an election day voting location. Only signs and literature that refer to a candidate or issue that is on the ballot at a particular voting location may be placed at that voting location. A maximum of ten signs per candidate or issue may be placed at each polling location. Each temporary political sign or literature placed on public property being used as a polling location may not:

1. Have an effective area greater than three square feet;
2. Be more than four feet high;
3. Be illuminated or have any moving elements;
4. Be within 100 feet of an outside door through which a voter may enter the public building;
5. Be on driveways, parking areas, or medians within parking areas on the premises, with the exception of political campaign signs attached to vehicles lawfully parked at the premises;
6. Be attached, placed or otherwise affixed in any area designated as a planting or landscaped area or to any tree, shrub, building, pole or other improvement;
7. Be placed within ten feet of the public roadway adjacent to the premises;
8. Be placed on the premises earlier than 24 hours before the commencement of early voting if being placed at an early voting location or the commencement of election day voting if being placed at an election day voting location; and
9. Remain on the premises more than 24 hours after early voting has ended if placed at an early voting location or after election day voting has ended if being placed at an election day voting location.

b. In a campaign for political office, the candidate for such office shall be deemed the person responsible for the posting of political campaign signs, unless he first notifies the city clerk of another person who is responsible. In such cases, the candidate shall provide the name, address, telephone number, and signed consent of such other responsible person. In a campaign regarding a ballot measure, the president of the committee supporting or opposing such ballot measure shall be deemed responsible, unless he first notifies the city clerk of another person responsible, in the manner described above. Such candidate, committee president, or other designated person shall be subject to prosecution for any violation of this section.

c. Members of the city staff are hereby authorized and directed to remove any political campaign sign found posted within the corporate limits of the city when such sign is in violation of the provisions of this section.

d. All political campaign signs posted on public property in violation of this section are hereby declared to be public nuisances and may be abated as such by the city. All political campaign signs posted on public property shall be deemed to be abandoned and shall become the property of the city and may be disposed of at the discretion of the city.

SECTION 4. 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 5. The Taylor City Code, Chapter 24 Signs, is amended to add this Ordinance.

Section 6. 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 7. If any article, paragraph, or part of a paragraph of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, the same shall not invalidate or impair the validity, force or effect of any other article, paragraph or part of a paragraph of this Ordinance which shall remain in full force and effect.

Section 8. All provisions of any Ordinance of the City of Taylor, Texas, in conflict with the provisions of this Ordinance shall be, and the same are hereby repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

In accordance with Article VIII, Section 1 of the City Charter, Ordinance No. 2021-01 was introduced before the Taylor City Council on the 10th day of December, 2020.

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

Brandt Rydell, Mayor

ATTEST:

Dianna Barker, City Clerk

APPROVED AS TO FORM:

Ted W. Hejl, City Attorney

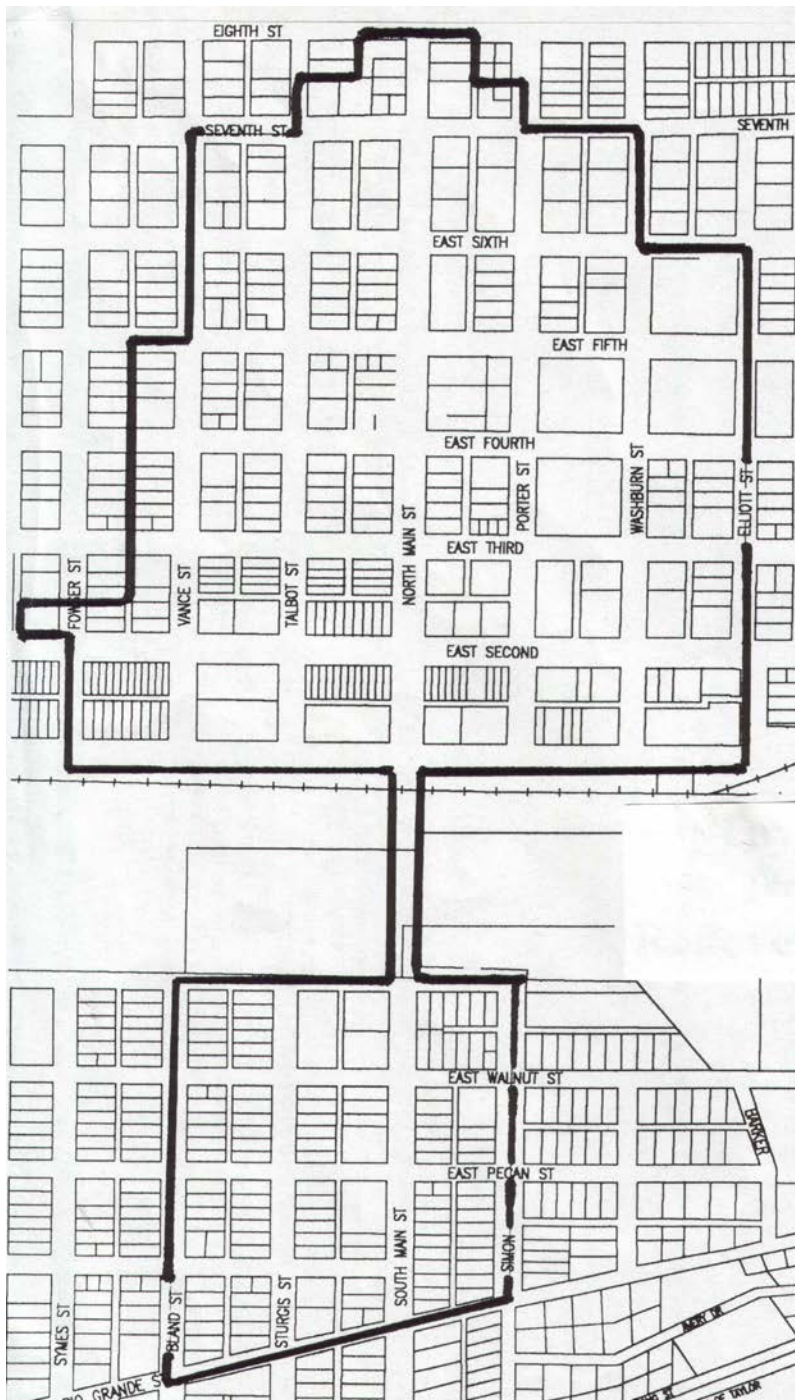


Fine-Tuning the Sign Ordinance

Changes, updates, and additions to improve the quality of signage in the Downtown Commercial District of Taylor as recommended by the Main Street Advisory Board.

Presented to the Taylor City Council
December 10, 2020

Map of the Downtown Improvement District



WINDOW SIGNS:

Window sign means a sign affixed to the interior or exterior of a window or placed immediately behind a windowpane within 3 feet of a window for the purpose of being visible from the exterior of the window. Merchandise displays shall not be considered window signs.



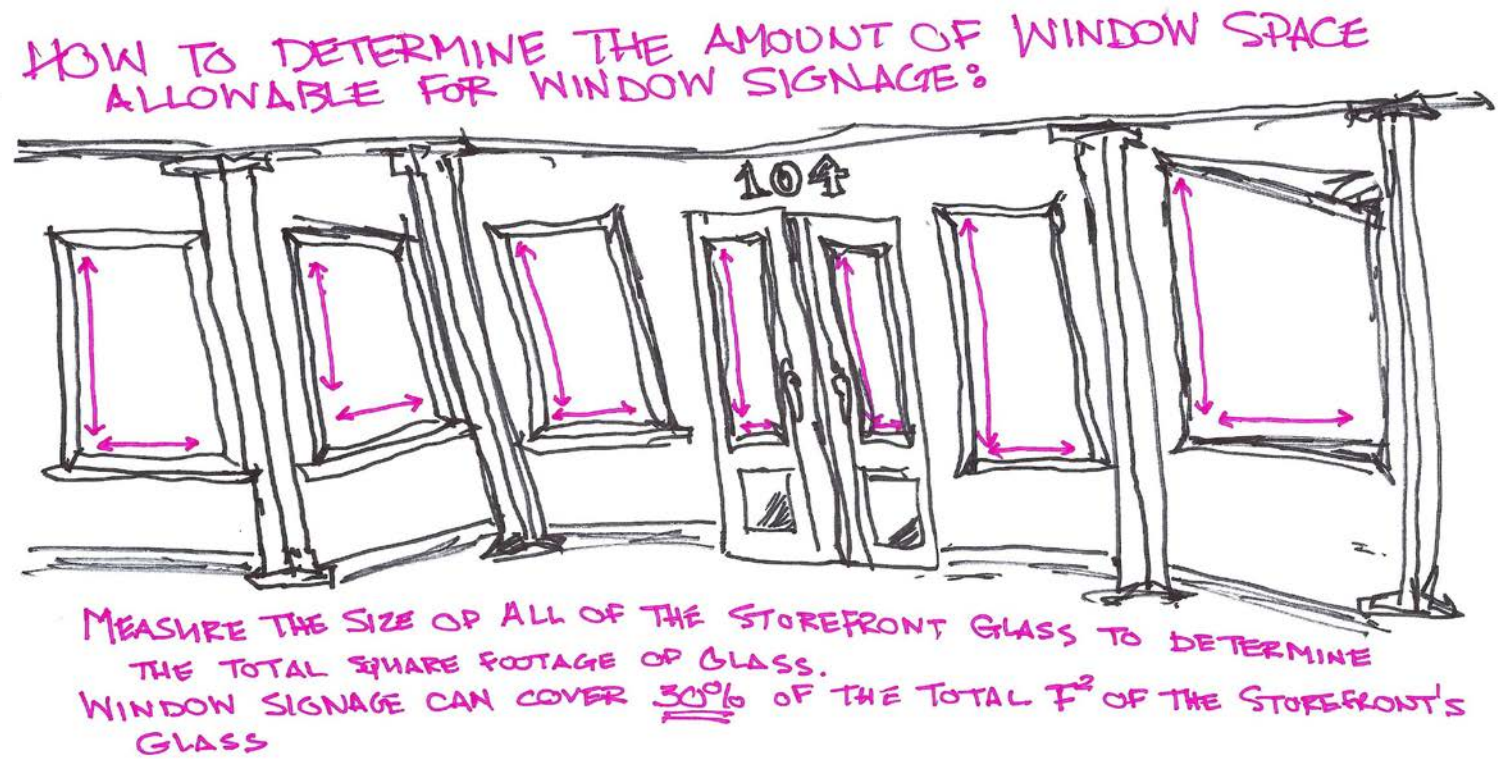
Examples of window signs



Window displays of merchandise are NOT considered to be signage.

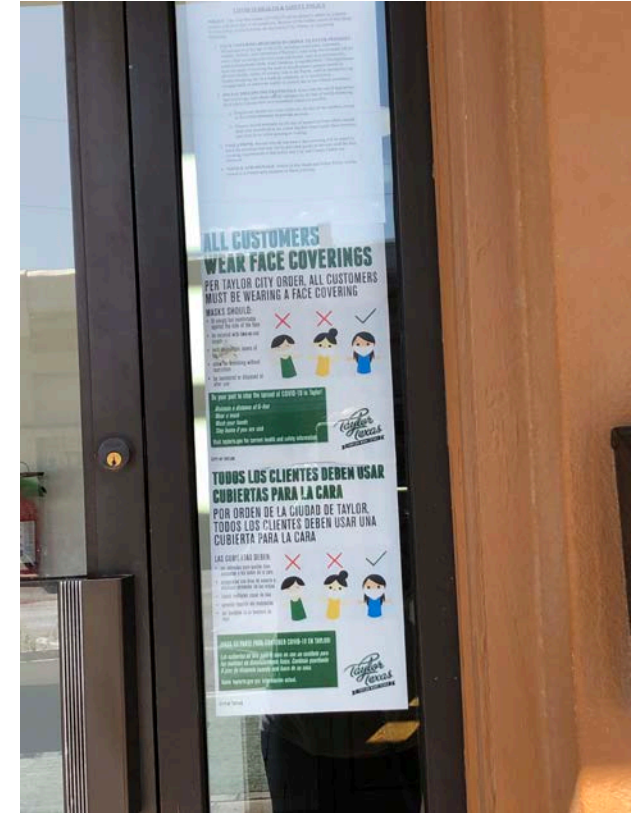


The coverage area shall not exceed 30 percent of the total window area.



Accessory (Incidental) Signs:

Accessory (incidental) sign means a small sign that is not part of the total allowable square footage permitted for the building. Such signs are restricted to hours of operation, credit cards accepted, and official notices of services required by law or trade affiliations.



Projecting Signs:

Projecting sign means a two-sided sign projecting from a building and placed perpendicular to the building's front façade or placed at the building's exterior corner.



Hanging Signs:

Hanging sign means a sign attached to underneath the canopy or awning.

Change the minimum clearance between the sidewalk and the bottom of the hanging sign from 8' to 7'.

Hanging signs shall not exceed eight square feet in area and provide a minimum of ~~eight~~ seven (7) feet clearance between the sidewalk surface and the bottom of the sign. Sign shall be within six feet of the door. Must hang perpendicular to the facade of the building.



Feather Banners:

Feather banner means a vertical portable sign, made of lightweight material that is prone to move in the wind, and that contains a harpoon-style pole or staff driven into the ground for support or is supported by means of an individual stand. This definition includes such signs of any shape including flutter, bow, teardrop, rectangular, shark, feather, and U-shaped. For purposes of this chapter, a feather banner is an advertising device and sign.

Feather banner sign. Shall not exceed sixteen (16) square feet in area. Feather banner signs are for temporary use only and shall not be displayed for more than thirty (30) calendar days in a twelve (12) month period and require a permit.



The Importance of Good Signage -

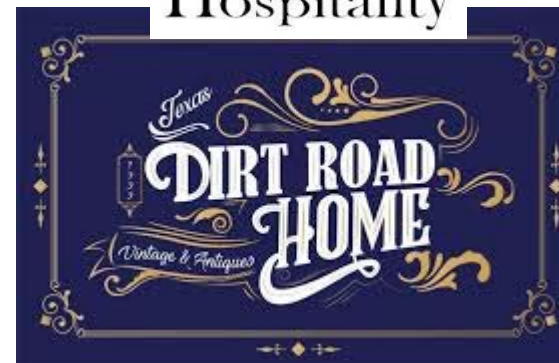
1. The business sign is the basic link to customers in 98% of all United States retail transactions (totaling well over \$3-trillion annually)!
2. It is essential both in impulse shopping and in the development of repeat customers for the good, product, or service.
3. Surveys of new customers/clients disclose that the on-premise business sign either
 - (a) provided the new customer with their first knowledge of the company or
 - (b) provided the new customer with their first impression of the company.



Southern



Hospitality





City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

☒ Streets/Infrastructure

☐ Quality of Life

☐ Economic Vitality

Agenda Item #: 6
Agenda Title: **Consider Ordinance 2021-02 Amending the Subdivision Ordinance for Updates to Pavement Design Criteria and associated elements of the Engineering Manual**

Council Action to be taken: Consider Ordinance adoption

Department Submitted: Engineering/ Public Works/Development Services

Staff Contact: Jacob Walker, HDR Engineering, City Engineer
Jim Gray, Director of Public Works
Tom Yantis, Assistant City Manager, Director of Development Services

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to update pavement design criteria and associated elements of the City's Engineering Manual.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The City has asked HDR to look at updating specific sections of the Engineering Manual over the last two years that have the largest impacts on the City's infrastructure. HDR completed updates for the drainage and floodplain sections of the manual in December 2019.

Currently, HDR has reviewed the pavement design criteria portion of the Engineering Manual. As development activity increases in Taylor, it is important that the design criteria is adequate for the longevity of the pavement.

In June 2020, HDR presented the recommendations from the CAPEC study for pavement design for the highly expansive soils in Taylor. Council asked HDR to study a "middle-ground" design that would improve current design criteria but not cost the development community as much as the CAPEC standard would.

In October 2020, HDR presented an alternative to CAPEC to optimize the design criteria as close to CAPEC standards while maintaining economic consideration.

HDR performed geotechnical analysis and cost comparisons on a per-lot basis. HDR also took into account constructability and familiarity to current City design criteria. The proposed minimum pavement section would require adding 8 inches of lime treated subgrade to collector and local street sections while leaving the existing asphalt and base requirements as they are currently.

The additional requirement of 8 inches of lime treatment results in nearly the same pavement structural number as the CAPEC design while only adding approximately \$1,000 to each lot instead of \$2,000 that the CAPEC design added.

Council approved the direction to update the Engineering Manual per HDR's recommendation

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Increased pavement life • Reduced maintenance costs (routine and capital) • Ease of construction • More affordable than full CAPEC design for developers	• Not full CAPEC standard • Increases cost per lot for developers

4. RECOMMENDATION

Recommendation is to amend Subdivision Ordinance for Updates to Pavement Design Criteria and associated elements of the Engineering Manual

5. FUNDING SOURCE

N/A

6. TIMELINE

June 11, 2020 – HDR presented CAPEC presentation to Council

October 8, 2020 – HDR presented alternate pavement design update, and Council approved

December 10, 2020 – Ordinance was introduced to Council

7. OTHER OPTIONS (In order of preference)

1. Continue analysis for other design criteria alternatives
2. Keep existing design criteria

8. ATTACHMENTS

6a. [Power Point Presentation](#)

6b. [Engineering Manual Update with Changes](#)

6c. [Draft Ordinance 2021-02](#)



Pavement Design Update

Council Date: 12/10/2020

FOLLOW UP TO PREVIOUS PRESENTATIONS
TO COUNCIL IN JUNE 2020 & OCTOBER 2020

Local Road Recommendation

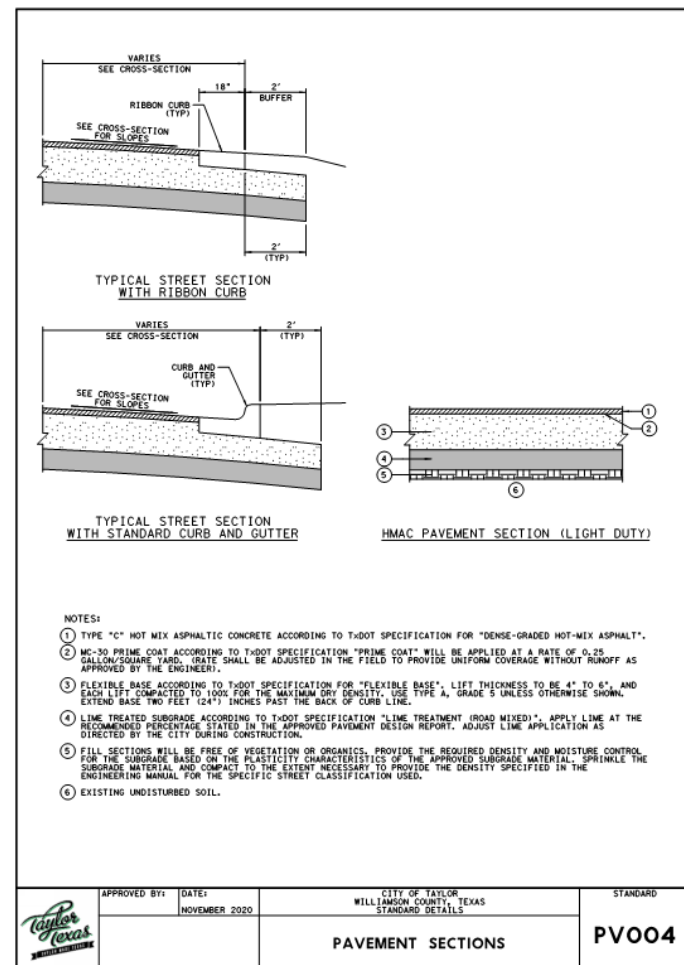


	City of Taylor		CAPEC
	Existing Section	Proposed Section	Representative Section
Existing Subgrade Conditions	Expansive Clay	Expansive Clay	Very High Swell Clay
HMA, inches	2	2	2
Flex Base, Inches	14	14	12
Lime Treated Subgrade, inches	none	8	12
Compacted Subgrade, inches	8	n/a	n/a
AASHTO 1993 Structural Number	2.84	3.48	3.52

Collector Road Recommendation



	City of Taylor		CAPEC
	Existing	Proposed Section	Representative Section
Existing Subgrade Conditions	Expansive Clay	Expansive Clay	Very High Swell
HMA, inches	3	3	3.5
Flex Base, Inches	18	18	14
Lime Treated Subgrade, inches	none	8	12
Compacted Subgrade, inches	8	n/a	n/a
AASHTO 1993 Structural Number	3.84	4.48	4.46

The logo for the City of Taylor, Texas, features the word "Taylor" in a large, black, cursive script with a green outline. Below it, the word "Texas" is written in a similar cursive script, also with a green outline. At the bottom, a black banner with white text reads "CITY OF TAYLOR TX".

Conclusion



- ☐ Revised Minimum Pavement Section in Engineering Manual
- ☐ Updated Testing & Inspection Section in Engineering Manual
- ☐ Added Geotechnical Investigation & Engineering Requirements in Engineering Manual
- ☐ Updated Several Standard Design Details & Added 1 Standard Detail for Intersection Pavement



Sec. 6.1 - City of Taylor Engineering Manual—Version ~~Nov~~December 2020.

SECTION 1 PURPOSE/INTRODUCTION

The purpose of this document is to establish the minimum standards and construction details for all public facility improvements.

SECTION 2 PLAN REQUIREMENTS

All construction plans for proposed public water, wastewater, paving, drainage, and traffic improvements shall be designed, signed, sealed, and dated by a Licensed Professional Engineer licensed in the State of Texas and adhere to the requirements of this Section. All construction plans or drawings must be accompanied by a Geotechnical Engineering Report signed, sealed, and dated by a Licensed Professional Engineer.

Plans and drawings shall be furnished in the following format and contain the elements listed herein:

1. Cover Sheet
 - a. Project title including City name
 - b. Legal property description, if applicable
 - c. Vicinity map
 - d. Owner, engineer, and surveyor name, address and telephone number
 - e. Project title in small print placed vertical along the right border
 - f. Sheet index
 - g. Signature block for City approval
2. Copy of Current Plat - When applicable, a copy of the current plat bound with plans. The signed plat shall be bound with the as-built drawings.
3. Drainage Area Map
 - a. This map should be accompanied with all drainage calculations. Provide size in acres, C, I, Tc, and Q for 25- and 100-year storm for each sub-drainage area. For inlet design provide an inlet flow calculation table. For storm drain design provide Tc's, areas, composite "C" value.
 - b. Show all existing and proposed contours at two-foot minimum intervals.
 - c. Show existing and proposed storm sewers, and/or other drainage facilities.
 - d. Show drainage areas based on improvements and final grading.
 - e. Distinguish all drainage areas by heavy dashed lines.
 - f. Provide arrows indicating flow direction for all streets and lots.
 - g. Provide summation of Q's at pertinent points (street intersections, inlets, passing inlets, headwalls, channel outfalls, control outlet structures, property boundaries, etc.).
 - h. Indicate all low and high points.
 - i. Show proposed drainage facilities with designation and size provided.
 - j. Existing and proposed 100-year floodplains for all waterways.
 - k. Minimum building slab elevations for lots on which the 100-year floodplain encroaches (only if elevations are not shown on approved/released final plat included with plans).

- I. Show and provide names of roadways.
4. Site Plan - indicating the location and width of all proposed and existing paving and driveway approaches noting the back-of-curb radii.
5. Utility Plan - indicating the location, size, material, and flow direction of all existing and proposed water and wastewater lines with adjacent existing or proposed top of curb grades. Also show the location of all existing and proposed fire hydrants adjacent to the site including the maximum coverage radius of each as outlined in later sections of this manual.
6. Plan and Profile Sheets - for paving, wastewater, storm drains, culverts, flumes, water lines twelve (12") inches in diameter and larger, and drainage channels. Stationing shall be generally left to right and with stationing beginning at the downstream end for all sewers, storm drains, and channels. Stationing shall be included on the plan view as well as the profile for all roads, water, sewer, storm drain and channel sheets. Elevations shall be calculated and provided in all profiles as indicated below.
 - a. Straight grade - provide elevations at a maximum interval of 50 feet.
 - b. Vertical curve - provide elevations at the beginning and ending points and at a maximum interval of 25 feet in between.
 - c. See additional requirements under 'Drainage Plan and Profiles' below.
7. Details - for improvements which are to be dedicated to the City maintenance. Refer to City of Taylor Engineering Manual Details where applicable.
8. Maximum Sheet Size - Plan and profile sheets shall be a maximum of twenty-two (22") inches wide by thirty-four (34") inches long.
9. Scale - Horizontal scale shall be one inch equals fifty feet (1" = 50') or larger, i.e. 1" = 40'. Vertical scale shall be one (1") inch equals five (5') feet or larger.
10. Drainage Plan - Show the following:
 - a. Contours, drainage features, street and lot layout, street names, lot and block numbers
 - b. Limits of 100-year fully developed and FEMA floodplains
 - c. Drainage easements with recording information
 - d. Drainage infrastructure with unique labels and sizes
 - e. All horizontal PI, PC, PT, BEGIN and END stations and pipe and/or channel intersection equations
 - f. All inlets, Q at inlets, Q passing inlets, and flow lines
 - g. PI deflection angle in degrees
 - h. Any storm drain assignments off ROW or centerline
 - i. Channel and/or pipe outfall riprap and type of headwalls (show erosion control measures - dissipater blocks, rock riprap, etc.)
 - j. Beginning, end stations, and erosion control material used for channels (label type of material to be used - i.e. dry stacked or mortared rock, etc.)
 - k. Note 100-year frequency storm overflow swales over pipe system (when used) and give typical detail
 - l. Reference to construction details
 - m. Show all trees and utility and other improvements
11. Drainage Profiles - Show the following:
 - a. Scales. Horizontal same as Plan

- b. All stations and elevations at points of intersecting drainage lines, grade breaks, riprap, drop section, toe of splash pads, toe of slope, beginning of slope, and beginning of riprap.
 - c. Stations and elevations at PI, PC, PT, grade breaks, intersecting lines, and beginning and end of construction.
 - d. Provide existing and proposed grade at the centerline in %.
 - e. Hydraulic Grade Line (HGL) or water surface profile for design event(s) shall be plotted with all drainage design. Capacity, design discharge, and velocity shall be noted on each segment of drainage facility, including outfalls, in the profile whenever one or more of these parameters changes.
 - f. Channels/Swales. Provide the following: channel bottom width, side slopes, concrete trickle or pilot channel, height of channel lining if used, maximum and minimum depth of channel, Manning's "n" value used, and typical channels cross sections to scale. For roadway swales provide proposed pavement centerline and stationing.
 - g. Storm Drains/Culverts. Provide the following: proposed upstream and downstream flowlines; Top of Curb (TC) elevations at inlets on storm drain lines; pipe size and material (i.e. 24" RCP/CLIII); all riprap, headwalls, full channel section at pipe ends, when appropriate; and existing and finished ground line and fill areas at pipe centerline.
12. Detention Plan - In addition to items under Drainage Plans, show the following:
- a. Include drainage area map for detention ponds in plans.
 - b. Typical cross section(s) of ponds and section through the inlet and outlet structures. Show the 2-, 10-, 25-, and 100-year water surface elevations.
 - c. Indicate pond bottom and side slopes and ramp slopes and top width of berms.
 - d. Summary table of supporting calculations for hydrology, hydraulics, control outlet structures, etc.
 - e. Stage/Storage/Discharge data presented in tabular form with all discharge components, such as orifice, weir, and outlet conduit flows, clearly indicate. Indicate 2-, 10-, 25-, and 100-year water surface elevations.
 - f. Indicate staging area, access drives, ramps, gates, fences, perimeter access strips, signs, and setbacks, as applicable.
13. Erosion Control and Sedimentation Plan - an erosion control plan shall be submitted for all areas to be disturbed.
14. City Review - Construction plans shall be reviewed by the City Engineer and, upon approval by the City, signed after all comments have been resolved. Construction must start within one (1) year following the City's approval. Plans for projects which have not started construction within this time period must be submitted to the City for a new review.
15. GIS Submittal Standards
- a. Data MUST be to scale and geo-referenced to three points in electronic form to be submitted with required Record Drawings before signature and recordation to ensure that submission standards are met.
 - State Plane Projected Coordinate System -
NAD_1983_StatePlan_Texas_Central_FIPS_4203_Feet
 - Projection - Lambert_Conformal_Conic
 - False Easting - 2296583.33333333
 - False Northing - 9842500.00000000

- Central_Meridian - 100.33333333
 - Standard_Parallel_1 - 30.11666667
 - Standard_Parallel_2 - 31.88333333
 - Latitude_Of_Origin - 29.66666667
 - Linear Unit - Foot_US
 - Geographic Coordinate System - GCS_North_American_1983
 - Datum - D_North_American_1983
 - Prime Meridian - Greenwich
 - Angular Unit - Degree
- b. All Data must be provided in one layer, e. g. all lot lines should be in a single layer called "lotlines"; all utilities separate for each type e. g. water, wastewater, electric, etc.
 - c. All parcel information must be converted to .DXF files. One text style to be used for all.
 - d. Street Names should be in all capital letters.
 - e. No blocks or XREFS may be attached to a file to eliminate imbedded files. Detach COGO files and other survey files.
 - f. All submissions must be to scale.
 - g. No three dimensional objects

SECTION 3 TESTING/INSPECTION

All construction, such as grading, paving, drainage structures, storm drain, curb and gutter, water and wastewater, are subject to inspection during the construction period by the ~~proper authorities of the~~ City, and shall be constructed in accordance with the approved Construction Plans and this Manual.

1. Periodic inspections will be performed by the City Inspector and/or City Engineer during construction of both proposed City maintained improvements and private maintained improvements. Inspections should be scheduled by the Contractor at the following intervals:
 - a. Density Controlled Subgrade and Lime Treated Subgrade when:
 - 1) All tests for subgrade have been witnessed by City and passed.
 - 2) The subgrade conforms to the Construction Plans.
 - 3) All grading, including ditches and erosion control, is complete.
 - 4) All culverts, headwalls, and Safety End Treatments are installed; for cast-in-place concrete structures, inspection of placement of reinforcing bars shall be performed prior to pouring of concrete.
 - b. Flexible Base when:
 - 1) All tests for flexible base have passed.
 - 2) The flexible base conforms to the Construction Plans.
 - c. Other periodic inspections during testing; and
 - d. Final inspection when:

- 1) All tests have passed.
 - 2) All improvements are complete and record drawings are prepared and approved by the City revised as per construction.
2. Request for inspection must be received by the City via e-mail and must include the subdivision name, current date, inspection requested (subgrade, base etc.) and desired date and time of inspection.
- Subgrade and flexible base inspections must be scheduled at least two (2) business days in advance of date requested for the inspection. For inspection during geotechnical testing, as least one business days' notice is required in advance of date requested for the inspection. At least five (5) business days' notice is required in advance of date requested for final inspections. Note that subgrade and base testing MUST be witnessed by the City. Subgrade and base testing shall include the area behind the curb line/edge of pavement as well as within the pavement limits. Test locations shall be as directed by the City and in accordance with this manual. The reinforcing steel in cast-in-place concrete structures must be inspected by City prior to pouring of concrete. Inspection should be scheduled at least two (2) business days in advance of date requested for the inspection. All cast-in-place structures should meet TxDOT Standards and Specifications. Cast-in-place concrete structures with uninspected reinforcing steel will be considered defective and must be removed and replaced at Contractor's expense.
3. If testing or inspection does not occur for the subgrade and/or base while the surface is exposed, the Contractor will be required to have an independent testing laboratory, acceptable to the City, perform testing at the Contractor's expense. Such testing may include core samples or additional density tests at 50-foot intervals measured longitudinally along the roadway. If the road surface is concrete, X-ray tests will be required for density tests. During the progress of the work, all materials, equipment and workmanship may be subjected to such inspections and tests as will assure conformance with the engineering requirements. All testing shall be done by an independent testing laboratory acceptable to the City and at the Contractor's expense. All final test reports submitted to the City and must be sealed by a Professional Engineer licensed in the state of Texas. The City shall approve the location of all testing. Testing locations shall be selected at varying distances from the centerline of the road. The Contractor is solely responsible for coordination with the testing laboratory, for scheduling of the tests, and for timely delivery of the results to the City. Additional testing may be required, at the Contractor's expense, at the discretion of the City Engineer.
4. Minimum Testing Requirements
- a. Subgrade
 - 1) Raw Subgrade (prior if approved pavement section does not require to lime treatment when lime or cement stabilized subgrade is not required for pavement design)
 - a) Soil characteristics including liquid limit, plastic limit, plasticity index, and sieve analysis.
 - b) Proof Rolling in accordance with TxDOT Item 216
 - bc) Density tests are required at a minimum of every 300 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.
 - de) Standard Proctor tests are required for each existing soil type.
 - 2) Lime or Cement Stabilized Subgrade
 - a) Soil characteristics including liquid limit, plastic limit, plasticity index, and sieve analysis.

- ~~b) Pulverization Gradation tests are required at a minimum of every 300 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.~~
 - ~~c) Standard Proctor tests are required for each existing soil type.~~
 - ~~d) Proof Rolling in accordance with TxDOT Item 216~~
 - ~~be) Density tests are required at a minimum of every 300 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.~~
 - ~~c) Standard Proctor tests are required for each existing soil type.~~
 - ~~df) Pulverization Gradation tests are required at a minimum of every 300 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.~~
 - ~~e) Core or probe tests are required to show thickness of the lime treated subgrade every 500 feet (measured longitudinally along the roadway) with one test required in each cul-de-sac and eyebrow.~~
- b. Flexible Base
 - 1) Wet Ball Mill, Sieve Analysis, and P.I. tests shall be performed in accordance with the appropriate TxDOT Test Procedures Standards.
 - 2) In-place Density tests are required for each lift at a minimum of every 300 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.
 - 3) Core or Probe tests are required to show thickness of the base every 500 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.
- c. Hot Mix Asphaltic Concrete (HMAC)
 - 1) A mix design is required to be submitted for the HMAC in accordance with the appropriate TxDOT Specification.
 - 2) Density tests are required at a minimum of every 500 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow in accordance with the appropriate TxDOT Test Procedure.
 - 3) Core tests are required to show thickness of the HMAC every 500 feet (measured longitudinally along the roadway) with three tests required in each cul-de-sac and eyebrow.
- d. Portland Cement Concrete
 - 1) A mix design is required to be submitted for the concrete.
 - 2) Concrete shall be tested for slump, air content, and compression strength in accordance with ACI 318.
- e. Storm Drain
 - 1) The compaction of backfill shall meet or exceed the requirements of the applicable details.
 - 2) All storm drain conduits shall be inspected prior to acceptance by the City. All conduits forty-two inch (42") or less shall be inspected using television inspection. Conduits larger than forty-two inch (42") may be inspected visually.

- 3) A City representative shall be present during the television inspection.
- 4) Televised Inspection Criteria
 - a) All television equipment used shall have a minimum of two-hundred-twenty (220) lines of horizontal resolution. The picture shall be in color.
 - b) All video information on DVD must have good picture quality.
 - c) As a title heading on the tape and during the televising, the operator must:
 - i. Note the project name and Contractor name.
 - ii. Note the name of the company and the operator performing the video inspection.
 - iii. Note line size and material, joint type and length.
 - iv. Line segment to be televised including beginning and ending station numbers.
 - v. Note page of plans used and year plans were stamped.
 - vi. Note date and time of inspection.
 - vii. A footage counter must be displayed on the DVD during the filming.
 - viii. Show the above title block before and after each line segment. Show the title block at one-hundred (100') foot intervals while filming the line segment.
 - ix. All defects should be shown on film for a minimum of 10 seconds before proceeding with the televising.
 - d) The Contractor shall supply a log sheet used in conjunction with the video tape for written documentation. All written information gathered must be legible and clearly understandable.
 - i. Note the project name, Contractor name and contract number.
 - ii. Note the name of the company and the operator performing the video inspection.
 - iii. Note pipe size and material, joint type and length between joints.
 - iv. Note the DVD footage counter, start to end.
 - v. Note line segment to be televised, station numbers from and station numbers to length of line segment as indicated on plans.
 - vi. Note page of plans used and year plans were stamped.
 - vii. Note date and time of inspection.
 - viii. Indicate by sketch the line segment to be televised in relation to surrounding street intersections and street addresses. Identify manhole station numbers. Show direction of flow with arrows and direction the camera is going. Indicate direction of north on the sketch.
 - ix. Note the water depth at the beginning, every fifty (50') foot station, every change in grade, and at the end of the line segment.
 - x. Identify the clock location, direction, size and type of laterals entering main. Indicate laterals as saddles, punched, or glued fittings.
 - xi. Indicate final footage televised at end of the log sheet.
 - e) One DVD per visual televised inspection project shall be furnished to the Project Inspector.
 - f) Recording must be done on DVD discs.

- g) All DVD's and run sheets shall be submitted to the City. All tapes and log sheets shall become the property of the City.
- f. Water and Wastewater
 - All water and wastewater testing shall comply with the City of Austin specifications for testing.

SECTION 4 SPECIFICATIONS

All referenced specifications shall be implied to mean the latest version of specifications from each mentioned entity. The referenced specifications shall include all amendments thereto, and shall govern and constitute the technical specifications, except as amended by this Manual and is made a part thereof, but is not physically bound within this document.

1. TXDOT SPECIFICATIONS

All applicable public improvements other than those specifically listed in this Manual shall be designed in accordance with the ~~most~~ current edition of ~~the~~ Texas Department of Transportation's ~~Highway Design Division Operations and Procedures Manual~~ Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges.

2. TEXAS ARCHITECTURAL BARRIERS ACT

All accessibility design and construction shall comply with the Texas Accessibility Standards in compliance with the Texas Architectural Barriers Act.

3. TEXAS MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES

All traffic control devices shall conform to the latest edition of the *Texas Manual of Uniform Traffic Control Devices* (TMUTCD), and Standard Highway Sign Designs for Texas (SHSD), including revisions.

4. CITY OF AUSTIN

The following specification from the City of Austin, TX Standard Specifications Manual ~~Standard Specifications~~ are incorporated into this Manual:

SECTION 500 Pipe and Appurtenances

5. CITY OF TAYLOR FIRE CODE SPECIFICATIONS

All designs, including fire hydrant spacing and location, fire lanes, and turning radii shall conform to the City of Taylor Fire Department requirements

SECTION 5 TRANSPORTATION DESIGN CRITERIA

5.1 TRAFFIC IMPACT STUDIES

There are two categories of Traffic Impact Studies:

- Level I - Trip Generation and Distribution Study
- Level II - Traffic Impact Analysis (TIA)

Level I Studies are required for all projects that generate at least 50 vehicular trips within the peak a.m. or p.m. periods. A project that generates less than 50 peak-hour trips may still be subject to a Level I Study if there are specific capacity or safety issues that need to be addressed, in the opinion of the City Engineer.

Level II Studies (TIA) are required for all projects that generate at least 100 vehicular trips within the peak a.m. or p.m. periods. A project that generates less than 100 peak-hour trips may still be subject to a Level II Study if there are existing traffic problems, poor roadway alignment, capacity deficiencies, level of service issues, or expected adverse impacts from the proposed development in the opinion of the City Engineer.

5.2 RIGHT-OF-WAY WIDTHS

The right-of-way widths shall be designed for the intended use and anticipated traffic volume at optimum development of the area served. Additional right-of-way may be required at street intersections and to provide for left and right turn lanes at high-volume intersections. The following table shall be used as a guide in determining right-of-way widths.

Table 5.2.1: Master Thoroughfare Plan - Right-of-Way and Pavement Standards				
Street Classification	R.O.W. Width (feet)	Lane Width (feet)	Total Pavement Width (face to face feet)	Number of Lanes
Local (1)	50	15	30	2
Collector	70	12	40	2
Minor Arterial	80	12	48	4 undivided
Major Arterial 100'	100	12	74	4 divided
Major Arterial 120'	120	12	88	6 divided

- (1) A local street having a total length in excess of one thousand two hundred (1,200) feet or serving more than thirty (30) dwelling units may be required to provide a right-of-way width of not less than sixty (60) feet.

5.3 DESIGN SPEED AND MAXIMUM GRADE

All streets shall be designed to conform to the following parameters:

Table 5.3.1: Design Speeds and Maximum Grades				
Street Classification	Minimum Design Speed (mph)	Maximum Percent Grade (%)	Minimum Percent Grade (%)	Area Free from Storm Water, Using a 100-year Frequency Storm

Local	30	8	0.5	-
Collector	30	6	0.5	One lane or center 12'
Arterial	40	4	0.5	One lane in each direction

5.4 DRIVEWAY SPACING AND DESIGN STANDARDS

The criteria contained in the following table shall be the minimum and/or maximum standards to be applied in spacing and designing driveways on public streets. The City Engineer may modify these standards based on anticipated traffic flow and in accordance with sound traffic engineering practices.

Table 5.4.1: Driveway Spacing and Design Criteria					
Description	Street Classification	Residential Driveway		Commercial	
		Min.	Max.	Min.	Max.
Driveway Throat Width	Local	11'	25'	25'	35'
	Minor Coll.	12'	25'	25'	35'
	Major Coll.	12'	25'	25'	35'
	Arterial	12'	25'	25'	35'
Driveway Curb Radius	Local	5'	10'	10'	20'
	Minor Coll.	5'	10'	10'	20'
	Major Coll.	10'	10'	10'	20'
	Arterial	15'	15'	20'	30'
Driveway Spacing (centerline)	Local	22'	22'	100'	100'
	Minor Coll.	32'	32'	100'	100'

	Major Coll.	80'	80'	150'	150'
	Arterial	100'	100'	250'	250'
Minimum Distance from Driveway to Intersection	Local	30'	30'	75'	75'
	Minor Coll.	50'	50'	100'	100'
	Major Coll.	100'	100'	150'	150'
	Arterial	100'	100'	180'	180'

5.5 ALLEYS

1. Alleys serving single family residential and duplex areas shall have a minimum right-of-way width of 20 feet.
2. Alley turnouts shall be paved to the property line and shall be 12 feet wide at that point.
3. Alleys shall be paved in accordance with these Design criteria for a minimum width of 12 feet exclusive of any curbs which may be provided.
4. A uniform transition in alley pavement widths shall be made in a distance of not less than 20 feet.
5. Alleys shall intersect roads at right angles or radially to curved roads.
6. The minimum distance between an alley/road intersection and a road/road intersection shall be the width of at least one (1) lot.
7. ~~Private alleys are prohibited.~~
8. Maximum alley length between access points to a road shall be six hundred (600) feet.
9. A length greater than six hundred (600) feet may be approved by the City Engineer in the form of a variance pending unusual conditions or limiting factors.
10. In general, alley length shall not exceed one thousand three hundred twenty (1,320) feet between road access points.
11. Dead-end alleys ~~are prohibited~~ shall be considered on a case-by-case basis.
12. In cases where two alleys intersect or turn a sharp angle, lot corners shall be platted so that a triangular area of 25' x 25' or greater, is dedicated as part of the alley for the purpose of providing a minimum radius of 30 feet to the inside edge of the alley paving.
13. Alley paving shall conform to the [paving requirements/pavement section](#) for [Local Streets](#) roads per this manual.

5.6 STREET IMPROVEMENTS

Streets shall be constructed or reconstructed using either hot-mixed asphaltic concrete ([HMAC](#)) pavement sections or reinforced Portland Cement Concrete pavement sections that meet or exceed the minimum specifications of this Manual. The developer requiring street construction

shall provide a geotechnical and pavement design report, sealed by a Licensed Professional Engineer, containing recommendations for thickness and specifications for pavement, base, and subgrade material~~thickness and content~~. The minimum subgrade and pavement thickness shall be in accordance with the specifications contained in this Section. The Design Engineer or Geotechnical Engineer shall submit a preliminary pavement design to the City for review and approval prior to finalizing the pavement design report and Contract Bidding Documents. The City has final approval authority for all pavement designs for streets in the public ROW.

The geotechnical investigation and pavement design report shall be prepared and submitted to the City for review and approval, and shall include all proposed street improvements. The investigation shall include soil borings and laboratory testing, and other investigative measures, as applicable. Soil borings shall be drilled to minimum depth of 15 feet below the proposed finished grade. The spacing of borings along proposed alignments shall be equal to or less than 500 feet and completed on alternating sides of the roadway. A minimum of 3 borings should be performed on each project regardless of alignment length. Select samples shall be tested in a laboratory to determine grain size characteristics, Atterberg limits, in-situ moisture, and other engineering properties, as deemed appropriate. Bulk samples of each subgrade soil type shall be obtained from the field and tested to determine the Texas Triaxial Classification that can be correlated to the elastic modulus of the subgrade, a required input parameter for pavement design analyses. Plasticity testing shall be conducted on each unique cohesive subgrade soil to determine the liquid limit (LL) and plastic limit (PL). Each candidate soil shall be tested for total soluble sulfate, pH, and organic content. A lime series test shall be conducted on those soils with soluble sulfate content less than 8,000 ppm and an organic content less than 2%.

The geotechnical investigation and pavement design shall use the following Test Procedures developed by the Texas Department of Transportation. Refer to the TxDOT web site for a full list of applicable test procedures related to geotechnical investigation and testing of materials related to pavement design.

Table 5.6.1: Geotechnical Test Procedures	
TxDOT Test Method	Description
Tex-100-E	Surveying and Sampling Soils for Highways
Tex-103-E or ASTM D2216	Determining Moisture Content in Soil Materials
Tex-104-E or ASTM D4318	Determining Liquid Limits of Soils
Tex-105-E or ASTM D4318	Determining Plastic Limit of Soils
Tex-106-E or ASTM D4318	Calculating the Plasticity Index of Soils
Tex-107-E	Determining the Bar Linear Shrinkage of Soils
Tex-110-E or ASTM D6913	Determining Particle Size Analysis of Soils
Tex-112-E	Admixing Lime to Reduce Plasticity Index of Soils
Tex-117-E	Triaxial Compression for Disturbed Soils and Base Materials
Tex-121-E	Soil-Lime Testing
Tex-124-E	Determining Potential Vertical Rise
Tex-128-E	Determining Soil pH
Tex-145-E	Determining Sulfate Content in Soils – Colorimetric Method
Tex-146-E	Conductivity Test for Field Detection of Sulfates in Soil
ASTM D4546	Standard Test Methods for 1-D Swell or Collapse of Soils
ASTM D1883	Standard Test Method for CBR of Laboratory Compacted Soils

The geotechnical investigation data shall be compiled and summarized in the Geotechnical Data Report, which may also be incorporated into the Pavement Design Report. Whether a standalone document or included in the design report, the geotechnical content shall include the following:

1. Site Information:

- a) Description of the project and location with site location map
- b) Topographic and drainage features
- c) Discussion of geologic setting of the project area
- d) Geologic map (USGS and/or Texas Bureau of Economic Geology)
- a)e) Mapped surface soils within the project area (NRCS Web Soil Survey)

2. Field Investigation:

- a) Boring logs with results of laboratory index testing (moisture, gradation, Atterberg limits) at appropriate depths
- b) Boring location plan
- a)c) Summary of encountered soils and groundwater conditions

3. Laboratory Test Results:

- a) Laboratory test summary table and individual test reports for the following:
 - i. Index Tests (Atterberg Limits, Gradation, Moisture, Natural Density)
 - ii. Strength Tests (Unconfined Compression, CBR, Texas Triaxial, etc.)
 - iii. Moisture-density relationship tests
 - iv. Volume change (Swell)
 - v. Chemical analysis (pH, sulfate content, etc.)

4. Engineering Recommendations:

- a) Expansive characteristics of subgrade soils and estimated Potential Vertical Rises (PVRs) (TxDOT Test Method Tex-124-E)
- b) Predicted PVR and Recommendations for reducing the Effective Plasticity Index (P_{leff}) and PVR
- c) Compatibility of subgrade soils to lime treatment and recommended lime content
- d) Recommendations for alternate subgrade stabilization/treatment (e.g., geosynthetics, moisture treatment, etc.)
- e) Characterization and mitigation of groundwater, if encountered or anticipated
- f) Requirements for cut and fill slopes to be incorporated in the design

Guidelines and requirements for lime stabilization are provided below:

- Treatment Depth. The minimum depth of lime treatment shall be 8 inches, with greater depths required depending on traffic loads and the material PI.
- Strength Increase. Significant strength increase (lime stabilization) is typically associated with treatment of lime-reactive soils, typically soil with $pH \geq 7$.
- Reduction of Plasticity. Reduction in plasticity (lime conditioning) is typically associated with treatment of non-lime-reactive soils. This typically applies to soils with $pH \leq 7$.
- Application Rate. Most fine-grained soils can generally be conditioned/ stabilized effectively with three (3) to ten (10) percent of lime addition by weight (dry weight of soil basis). The lower percent lime additions are normally identified with lime conditioning (with minimal strength increases), while the higher percent lime additions are normally necessary to achieve lime/soil mixtures with significant strength increases.
- Mix Design. Lime treatment mixture design shall be developed using one of the following procedures appropriate for the intended purpose of lime treatment:
 - Lime Conditioning Mix: TxDOT Test Method Tex-112-E, "Method of Admixing Lime to Reduce Plasticity Index of Soils".
 - Lime Stabilizing Mix: TxDOT Test Method Tex-121-E, "Soil-Lime Testing", shall be used to establish the lime content that would produce a twenty-eight (28) day unconfined compressive strength (TxDOT Test Method Tex-117-E). Minimum compressive strengths are fifty (50) psi for a lime-stabilized subgrade.
- Application Rate. The actual design application rate shall be determined by the Geotechnical Engineer or Pavement Engineer on the basis of bench-scale lime series testing conducted under their direct supervision. Typical specified rate of lime solids application shall be 5% by weight (mass) for non-lime-reactive materials (pH of 7.0 or less); or 7% by weight (mass) for lime-reactive materials (pH greater than 7.0), unless indicated otherwise in the mix design process or as directed by the City. Lime stabilization of subgrade soils shall be in slurry form unless otherwise approved by the City.

- Compressive Strength. The minimum required 7-day compressive strength of lime-treated soil is 100 psi to be considered for structural credit in pavement design.
- Sulfate Content. Soils with elevated soluble sulfate content are not suitable for lime treatment due to the risk of sulfate-induced heave. The following sulfate content guidelines shall be observed when considering lime treatment:
 - Soluble Sulfate < 3,000 ppm: Subgrade is compatible with lime treatment.
 - Soluble sulfate between 3,000 ppm and 8,000 ppm: Subgrade shall be identified as generally compatible with lime treatment, though the Pavement Engineer or Roadway Designer should consult with the City for approval to use lime treated subgrade in these cases. Refer to TxDOT's "Guidelines for Modification and Stabilization of Soils and Base for Use in Pavement Structures" and "Guidelines for Treatment of Sulfate-Rich Soils and Bases in Pavement Structures" for more information.
 - Soluble sulfate > 8,000 ppm: Subgrade shall be identified as being incompatible with lime treatment.

5.6.1 HOT-MIXED ASPHALTIC CONCRETE PAVEMENT SECTIONS

1. Local Streets

Subgrade Preparation and Proof Rolling:

➤ Density controlled subgrade: Scarify, blade, roll, and compact the subgrade to provide a uniform moisture content and density for the top 8 inches of the subgrade. Repeat grading and compaction until the specified lines, grades, and cross-sections are obtained and the materials are compacted to the specified depth and density.

Proof roll and use density control prior to placement of any embankment, borrow, or base material. Correct any unstable or spongy subgrade areas by additional re-working, drying and compaction, or by removal and replacement with approved material. Remove and replace all unsuitable material, as directed by the City with approved material.

Provide the required density and moisture control for the subgrade based on the plasticity characteristics of the approved material. Sprinkle the subgrade material and compact to the extent necessary to provide the density specified below. The City will use TxDOT Tex-114-E to determine the maximum dry density (D_a) and optimum moisture content (W_{opt}).

Meet the requirements for field density and moisture content in Table 5.6.2.

Formatted: Font: 11 pt

Commented [TV1]: This section is in a smaller font size than the previous section

Formatted: Font: (Default) Arial, 11 pt

Formatted: Font: 11 pt

Table 5.6.2: Field Density Control Requirements		
<u>Soil Description</u>	<u>Density, Percent</u>	<u>Moisture Content</u>
<u>Tex-115-E</u>		
<u>PI < 15</u>	<u>≥ 98% D_a* and ≤ 105% D_o</u>	<u>N/A</u>
<u>15 ≤ PI ≤ 35</u>	<u>≥ 98% D_a and ≤ 102% D_o</u>	<u>≥ W_{opt} + 3%</u>
<u>PI > 35</u>	<u>≥ 95% D_a and ≤ 100% D_o</u>	<u>≥ W_{opt} + 3%</u>

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Lime Treated Subgrade:

Eight inches (8") minimum thickness lime treated subgrade according to TxDOT Specification "Lime Treatment (Road-Mixed)". Apply lime at the recommended percentage stated in the approved pavement design report. Adjust lime application as directed by the City during construction.

Flexible Base:

Fourteen (14") minimum thickness flexible base according to TxDOT Specification for "Flexible Base". Lift thickness to be 4" to 6", and each lift compacted to 98-100% of the maximum dry density. Use Type A, Grade 5 unless otherwise shown. Extend base Fourteen (14") inches thick flexible base, Type A, Grade 2, two feet (24") inches past the back of curb line.

Surface: HMAc:

Two (2.0") inches Type "C" HMAc according to TxDOT Specification for "Dense-Graded Hot-Mix Asphalt".

Lime Stabilized subgrade may be substituted for the above mentioned subgrade and a portion of the flexbase

2. Collector Streets

Subgrade Preparation and Proof Rolling:

Density controlled subgrade: Scarify, blade, roll, and compact the subgrade to provide a uniform moisture content and density for the top 8 inches of the subgrade. Repeat grading and compaction until the specified lines, grades, and cross-sections are obtained and the materials are compacted to the specified depth and density.

Proof roll and use density control prior to placement of any embankment, borrow, or base material. Correct any unstable or spongy subgrade areas by additional reworking, drying and compaction, or by removal and replacement with approved material. Remove and replace all unsuitable material, as directed by the City with approved material.

Provide the required density and moisture control for the subgrade based on the plasticity characteristics of the approved material. Sprinkle the subgrade material and compact to the extent necessary to provide the density specified below. The

City will use TxDOT Tex-114-E to determine the maximum dry density (D_a) and optimum moisture content (W_{opt}).

Meet the requirements for field density and moisture content in Table 5.6.3.

Table 5.6.3: Field Density Control Requirements		
Soil Description	Density, Percent	Moisture Content
Tex-115-E		
PI < 15	$\geq 98\% D_a^*$ and $\leq 105\%$	N/A
$15 \leq PI \leq 35$	$\geq 98\% D_a$ and $\leq 102\%$	$\geq W_{opt} + 3\%$
PI > 35	$\geq 95\% D_a$ and $\leq 100\%$	$\geq W_{opt} + 3\%$

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Lime Treated Subgrade:

Eight inches (8") minimum thickness lime treated subgrade according to TxDOT Specification "Lime Treatment (Road-Mixed). Apply lime at the recommended percentage stated in the approved pavement design report. Adjust lime application as directed by the City during construction.

Flexible Base:

Eighteen (18") minimum thickness flexible base according to TxDOT Specification for "Flexible Base". Lift thickness to be 4" to 6", and each lift compacted to 98% of the maximum dry density. Use Type A, Grade 5 unless otherwise shown. Extend base two feet (24") inches past the back of curb line.

SurfaceHMAC:

Three (3.0") inches Type "C" HMAC according to TxDOT Specification for "Dense-Graded Hot-Mix Asphalt".

Density-controlled-subgrade

Eighteen (18") inches thick flexible base, Type A, Grade 2, (24") inches past the back of curb line.

Two and one-half (2.5") inches Type "C"

Lime Stabilized subgrade may be substituted for the above mentioned subgrade and a portion of the flexbase

5.6.2 CONCRETE PAVEMENT SECTIONS

1. Local Streets

- ~~Density-Eight (8.0") inches Lime Treated~~ ~~controlled~~ ~~S~~subgrade

- Six (6.0") inches thick flexible base, Type A, Grade 2, (24") inches past the back of curb line
- Six (6.0") inches of Class A concrete
- #4 rebar on 18" O.C.E.W.

~~▲ Lime Stabilized subgrade may be substituted for the above mentioned subgrade and a portion of the flexbase~~

2. Collector Streets

- ~~Density-Eight (8.0") inches Limecontrolled Treated s~~Subgrade
- Eight (8.0") inches thick flexible base, Type A, Grade 2, (24") inches past the back of curb line
- Seven (7.0") inches of Class A concrete
- #4 rebar on 18" O.C.E.W.

~~▲ Lime Stabilized subgrade may be substituted for the above mentioned subgrade and a portion of the flexbase~~

5.6.3 CURB AND GUTTER SPECIFICATIONS

All streets shall be provided with reinforced Portland Cement Concrete curbs and gutters in accordance with the following specifications.

1. Curbs and gutters bases shall not be less than twenty-four (24") inches wide and provide a minimum gutter width of eighteen (18") inches.
2. Reinforcement shall be provided by three (3) No. 4 steel reinforcing bars by placing one (1) bar in the curb roll and two (2) bars in the curb and gutter base. Use manufactured chairs for concrete placement.
3. Concrete for curbs and gutters shall be Class "A" and consist of five (5) sacks (minimum) of Portland Cement for each cubic yard of concrete mix and have a seven (7) day flexural strength of five hundred pounds per square inch (500 PSI) and a twenty-eight (28) day compressive strength of three thousand pounds per square inch (3,000 PSI).
4. All driveway entrances constructed in existing curb and gutters shall be saw-cut at the curb return on both sides of the driveway and eighteen (18") inches into the street. After work is completed, the street sidewalk shall be repaired and it shall be the responsibility of the party installing the driveway. All driveways cut into existing curb and gutter areas shall utilize the horizontal curb cutting method, leaving the original gutter in place. Smooth dowels shall be installed into the back of the existing curb.
5. Control joint every 10', expansion joint every 50' or as approved.

5.6.4 STREET DRAINAGE

The following drainage conditions shall be observed:

1. All roads shall be a crowned or roof top section so as to provide proper drainage.

2. All plats shall depict the flow of drainage with arrows sufficient to show predicted path.
3. An explanation and depiction shall be attached to show outflow and inflow availability on high flow areas. Adjoining property where inflow originates or outflow exists must be attached to ensure compliance with drainage or excessive run-off factors.
4. No plat shall be considered for approval unless accompanied by a complete set of construction drawings that show the drainage areas and flow calculations.
5. The contractor/developer will assume all responsibility to disperse excess run-off so as not to exceed previous disbursements to the satisfaction of the city.

5.6.5 STREET CONSTRUCTION

- A. No work whatsoever will be initiated without the issuance of an Authorization of Construction letter;
- B. The street portion of the plat must be reviewed and approved by Fire Chief, Police Chief and City Engineer;
- C. An Authorization of Construction letter must be obtained from the City before any construction is initiated.

5.6.6 CONCRETE PIPE

All concrete pipe used for drainage purpose on City streets shall be reinforced.

5.6.7 SUBGRADE

Subgrade shall extend ten (10') feet, if feasible, beyond the completed street when a future street is proposed to be built to assure proper conformity.

5.7 STREET SIGNS

5.7.1 LOCATION

Street signs shall be six (6") inches extruded, have white lettering on a green background, be engineer grade reflectorized, and include the block numbers along with the street name. Street signs shall be furnished and installed by the subdivider for all intersections within or abutting the subdivision. All signs shall be located in accordance with the Texas Manual on Uniform Traffic Control Devices.

5.7.2 SIGNS

All signs and mounts shall conform to the standards as set forth in the Texas Manual on Uniform Traffic Control Devices. All road identification signs are to have a green background with three (3) inch white reflective lettering.

5.7.3 INSTALLATION

The sign pole shall be buried to a minimum depth of two (2') feet and placed in a twelve (12") inch diameter concrete filled posthole. The pole shall be tall enough to accommodate all applicable signs. The bottom of the stop sign shall be located seven (7') feet above the finished grade of the surrounding ground.

5.7.4 APPROVAL

The developer shall submit a list of signs to be placed and a graphical representation of the signs for review by City Engineer prior to installation.

5.8 SIDEWALKS

5.8.1 SIDEWALK SPECIFICATIONS

1. Right-of-Way Permit Required - No person shall construct, reconstruct, alter, repair, remove or replace any sidewalk on any public property within the City Limits without first obtaining a permit from the building permit office.
2. Inspection Required - All work done in construction, reconstruction, alteration, repair, or removal or replacement of sidewalks shall be inspected by the city inspector to assure compliance with these regulations. When other public improvements are required, final acceptance of all other improvements shall not be made until sidewalks are approved.
3. Minimum Sidewalk Width - All sidewalks shall be a minimum of four (4') feet in width, except a sidewalk located within or abutting a collector street, or larger, as shown on the Thoroughfare Plan, shall not be less than five (5) feet in width. All sidewalks shall be constructed in the area between the curb or grade line of the public street and the abutting property line. The edge of the sidewalk shall generally be parallel with the curb line. The City Engineer may approve a plan to alter the location of a sidewalk to preserve a tree or for aesthetic purposes. One additional foot of width shall be added to a sidewalk that abuts a street curb.
4. Construction Materials - Sidewalks shall be constructed of Portland cement concrete (minimum thickness four (4") inches). Trail system sidewalks shall be a minimum thickness of five (5") inches. Concrete for sidewalks shall be Class "A" and consist of five (5) sacks (minimum) of Portland cement for each cubic yard of concrete mix and have a seven (7) day flexural strength of 500 pounds per square inch (500 PSI) and twenty-eight (28) day compressive strength of 3,000 pounds per square inch (3,000 PSI). Reinforcement shall be in accordance with the construction detail contained herein.
5. Architectural Barriers Act - All sidewalk/street intersections shall be constructed so as to provide a ramp that complies with the Architectural Barriers Act. Barrier free ramps shall be provided for access to the street. Additional information on curb ramp location, design, visibility and texture may be found in the current edition of the Texas Accessibility Standards (TAS) prepared and administered by the Texas Department of Licensing and Regulation (TDLR).

5.9 STREET LIGHTING

5.9.1 GENERAL REQUIREMENTS

- A. Street lights shall be installed at all intersections, at the end of all cul-de-sac streets, and at additional locations in accordance with the following table:

Table 5.9.1: Street Lighting Requirements
--

Required Spacing	Pole Type	Lamp Type	Height
At intervals of not more than three hundred (300) feet	Metal	100 watt high pressure	30 feet

Formatted: Font: (Default) Arial, 11 pt

- B. The number of required street lights shall be equal to the total linear footage between street intersections divided by the required spacing. Fractions of street lights shall be rounded to the next whole number.
- C. Street lights shall be placed at approximately equal intervals between intersections and shall be subject to the approval of the City Engineer.
- D. Cobra head lamps shall be provided on standard street lighting fixtures, except that other lamp types may be permitted where custom lighting is approved by the City Engineer.

Formatted: Font: 11 pt

5.9.2 CUSTOM LIGHTING

- A. The subdivider may elect to provide custom lighting in lieu of the required standard street lighting, subject to the approval of the city engineer.
- B. If a subdivider elects to provide and install custom lighting, a homeowner's association (or some other such private entity) shall be created which will be perpetually liable for all costs associated with the maintenance of the lighting fixtures. The homeowner's association shall also be liable for the electrical energy costs of the custom lighting.

SECTION 6 WATER SYSTEM DESIGN CRITERIA

6.1 GENERAL

This section pertains to general design requirements for water distribution system construction in the City of Taylor. All water lines shall be sized and designed in accordance with the City of Taylor determined by the City Engineer. In the absence of specific standards, all water supply, distribution, pumping, and storage improvements shall be designed in accordance with the most current standards of the American Water Works Association criteria adopted by the Texas Administrative Code, Chapter 290.

6.2 LINE SIZES & LOCATIONS

1. Standard water line sizes are, 8 inch, 10 inch, 12 inch, 16 inch, 20 inch, and 24 inch diameter. Other sizes may be approved by the City Engineer.
2. All water lines shall be looped where possible. Dead end lines shall not exceed 600 feet, unless approved by the City Engineer.
3. Water lines shall be located within the right-of-way, not under paving. Along State Highways, water lines are required on both sides of the roadway. New water lines crossing existing streets shall be placed by boring. A steel casing shall be required under major and minor collector roadways, arterial roadways and State Highway. Open cut excavation will not be allowed to cross existing streets, unless approved by the City Engineer.

4. Automatic flushing valves are required for all dead-end mains of 50' or longer.
5. Easements for water line construction shall meet the following requirements:
 - a. The easement width shall be a minimum of 20 feet.
 - b. In areas where multiple utilities or extended depth or larger utilities exist the easement may need to be wider as specified by the City.
 - c. Larger easements may be required by the City Engineer to provide adequate space for maintenance.
6. All piping with mechanical couplings, push-on, or similar joints subject to internal pressure shall be designed with blocking, anchors, and restraining harnesses to preclude separation of joints.
7. Water lines exclusively for fire protection shall be dedicated to the public, unless the system is isolated from the public system by a detector check. All water lines shall be a minimum of eight (8") inches in diameter and looped when possible. Water lines shall not be located under paved surfaces where possible.
8. Water service for multiple units on a single lot shall be served via one Master Meter. The developer is responsible for providing and metering service to individual units.

6.3 MATERIALS

All water lines and fittings shall be new materials and comply with the following:

1. Water Lines - All water lines shall be Polyvinyl Chloride (PVC) material and be designed, manufactured, and tested in accordance with the applicable requirements of AWWA C-900 (eight (8") inch through twelve (12") inch water pipe) AWWA C-905 (sixteen (16") inches and larger water pipe), and AWWA M-23. Pipe larger than 16" shall be Ductile Iron.
2. Other Pipe Material - All other materials must be submitted for approval by the City Engineer.
 - a. All PVC water pipe shall be blue in color.
 - b. Eight (8") inch through twelve (12") inch water pipe shall be pressure class 150, DR 18. Pressure class 200, DR 14 pipe may be required by the City Engineer in areas of high distribution system pressure, under roadways or other unusual circumstances.
3. Fittings - Fittings shall be ductile iron in accordance with AWWA C110 or AWWA C153.
 - a. Fittings: ANSI/AWWA C111/A21.11, except gaskets shall be neoprene or other synthetic rubber and factory installed.
 - b. All waterline pipe and fittings shall be new materials and produced in the USA.

6.4 INSTALLATION

All installations shall conform to the latest TCEQ, and AWWA Specifications, as amended by these standards.

1. All pipe shall be installed with a minimum of forty-eight (48") inches of cover over top of pipe.
2. The amount of open trench shall not exceed two hundred (200') feet from the end of the pipe laying operations, and no more than three hundred (300') feet of total open trench will be allowed. At the end of each work day, all trench excavation shall be backfilled and compacted to the end of the pipe laying operation.
3. All connections to existing water mains shall be made under pressure unless dry connections will not cause any loss of service. Under special conditions connections that cause an interruption of service may be performed with approval of the City Engineer.
4. Coated tracer wire and tape shall be installed in the embedment material twelve (12") inches above the pipe with the tracer wire terminating in in-line gate valve boxes accessible by City Staff.

5. Density tests shall be taken at a minimum of every three hundred (300') feet for every lift or determined by inspection. A maximum thickness of lift is required for all trench backfill. A geotechnical report should be submitted for all trenches. The density reports shall be submitted to the City Inspector. The City has the right to require additional tests if they are deemed necessary.
6. All density reports and bacteria test reports shall be completed, delivered to the City Engineer and Inspector, and approved before paving is allowed to begin. Bacteria test samples shall be taken by the City.
7. PVC water pipe and appurtenances shall be installed as specified in AWWA M-23 and in accordance with the pipe manufacturer's recommendations.
8. Fittings shall be installed in accordance with AWWA C-600.
 - a. All mechanical joint bends, tees, and reducers which require blocking shall be additionally restrained with EBAA Megalug retainer gland or approved equal.
 - b. All fittings must be polyethylene wrapped.

6.5 FIRE HYDRANTS

1. Fire hydrants in commercial and industrial areas shall generally be at street intersections and so located that there will be a fire hydrant every three hundred (300') feet. Fire hydrants in a residential area shall be generally located on street intersections and not over five hundred (500') feet apart. City Fire Chief shall approve final fire hydrant locations.
2. Materials
 - a. Fire hydrants shall be manufactured in accordance with AWWA C-502, Dry-Barrel Fire Hydrants.
 - b. Hydrants shall be manufactured such that all maintenance and adjustments can be performed without excavation and such that hydrants may be faced in any direction in relation to base. The hydrant shall be of a design that will permit extensions without disturbing the bottom section of the hydrant.
 - c. A gate valve shall be installed with each fire hydrant.
3. Manufacturers

Approved fire hydrants manufacturers are as follows:

 - a. Clow Medalion
 - b. Mueller Centurion
 - c. Kennedy K81D
 - d. American Darling - B84B
4. Locations

Fire hydrants are to be located a minimum of three (3') feet and a maximum of six (6') feet behind the back of curb.

6.6 VALVES

1. Resilient seated gate valves shall be used for six (6") inch and up to twenty-four (24") inch water lines. Butterfly valves may be allowed as an addition to gate valves for lines sixteen (16") inches and larger when approved by the City Engineer.
2. Valves of approved design shall be installed at the intersections of all water mains so as to provide for proper maintenance and operation of the system and to provide a means of shutting off the

supply to portions of the system for repairs. Three (3) valves shall be used on a four-way water line intersection and a minimum of two (2) valves shall be used on a three-way intersection.

3. Materials

a. Resilient Seated Gate Valves

- 1) Resilient seated gate valves six (6") inches through sixteen (16") inches shall meet or exceed the latest revisions of AWWA C509 and shall meet or exceed the requirements of these standards.
- 2) Resilient seated gate valves for buried service shall be furnished with a square two (2") inch operating nut. The valve box shall be Tyler Pipe 6850 series or approved equal. The valve box lid shall be painted safety blue. The paint shall be approved via submittal to the City.
- 3) All valves must open left and close right.

b. Butterfly Valves

Butterfly valves shall meet or exceed the latest revision of AWWA Standard C504 for Class 150B butterfly valves and shall meet or exceed the requirements of this specification. All valve components shall conform to Underwriters Laboratories classification in accordance with ANSI/NSF Standard 61.

4. Installation

- a. Valves shall be furnished with extensions, such that the working nut is a maximum of thirty-six (36") inches below grade.
- b. Adjustable valve boxes shall be furnished and set on each valve in accordance with these standards. Valves that are deeper than forty-eight (48") inches, AWWA C900 PVC pipe shall be used for stacks, as long as the adjustable valve box is used at the top.
- c. After the final clean-up and alignment has been complete, the contractor shall cast in place a concrete block, around all valve box tops at the finish grade. See detail W-3.
- d. Valves located within a right-of-way shall be indicated on the face of the curb, or where curbs do not exist, on a conspicuous location adjacent to the valve location. Markings are to be the stamping of a four (4") inch high letter "V" with a three-eighths (3/8") inch stroke with the point of the "V" pointing towards the valve location.
- e. Valve markers shall be provided in rural areas.

5. Manufacturers

- a. Approved manufacturers of six (6") inch through twelve (12") inch resilient seated gate valves are as follows:
Mueller, Clow, American Darling and Kennedy
- b. Approved manufacturers of sixteen (16") inch and larger butterfly valves are as follows:
Mueller, Clow, American Darling and Kennedy

6.7 AIR RELEASE AND FLUSHING VALVES

- A. Adequate air relief, and flushing valves shall be provided for flushing, disinfecting, daily operation requirements, and repairs when required by the City Engineer. Air release valves shall be required on twelve (12") inches and larger water lines. Water lines shall be designed so that each section of the water line can be flushed at its lowest and highest points.
- B. All dead end lines shall have a fire hydrant installed for flushing purposes. If installation of a fire hydrant is not possible, a flushing valve is required.

- C. A fire hydrant shall be required at high points on water lines smaller than twelve (12") inches for air relief and flushing.
- D. Materials Air release valves and air/vacuum valves shall meet or exceed the latest revision of AWWA C512.
- E. Automatic Flushing Valves shall be installed on all dead-end mains of 2" or larger that extend 150 linear feet or longer. Approved Manufacturer: Hydro Guard Standard Unit.

6.8 TAPPING SLEEVE

A tapping sleeve and valve shall be used when connecting a new water line to an existing line. A resilient seated gate valve shall be flanged to the tapping sleeve. The tapping sleeve shall be a Smith-Blair Spec. 664-665 stainless steel tapping sleeve, or approved equal.

6.9 WATER SERVICE

1. The water meter box shall be placed a minimum of two (2') feet behind the back of curb unless sidewalks are adjacent to the curb, then they are to be set seven (7') feet behind the back of curb, and the water service shall be a minimum of twelve (12") inches deep, covered with a meter box in place at grade. If no curb is present, the water service shall be located at the property line, a minimum of twelve (12") inches deep, covered with a meter box in place at grade. Along roadways without a curb the water service line shall be constructed at a minimum of twelve (12") inches below the ditch flow line.
2. Meter and service sizes will be determined by the developer prior to requesting service from the City. The minimum water service size between the water main and the meter shall be one (1") inch.
3. Water services on undeveloped lots shall be located at the property line and shall be a minimum of one (1") inch in diameter.
4. Materials
 - a. Service Saddle

Service saddle shall be double strap bronze with brass body or nylon / epoxy coated stainless steel double bolt wide straps. Minimum size tap shall be 1 inch diameter.

Approved manufacturers:

 - 1) Smith Blair - Tapping Saddles up to 2" shall be epoxy coated with stainless steel straps.
 - 2) Tapping Sleeve 4" and larger shall be epoxy coated steel or ductile iron.
 - b. Service Line

Service lines shall be 1" (single services) to 1.5" (double services) polyethylene SDR9.
 - c. Corporation.
 - 1) Corporation stop shall be ball type with a diameter equal to the pipe size with compression outlet fitting, designed for a minimum working pressure of two hundred pounds per square inch (200 psi) and threaded counter clockwise.
 - 2) Approved manufacturers are Ford or Mueller.
 - d. Angle Stop
 - 1) Angle stop shall be set with compression inlet fitting and locking wings.
 - 2) Approved manufacturers are Ford, Mueller or Smith Blair.
 - e. Meter Boxes

- 1) Single Meter boxes are to be DFW 1200 Series with AMR lid.
 - 2) Double Meter boxes are to be DFW 1500 Series with AMR lid.
 - 3) Traffic Rated Meter boxes shall be DFC "C" Series.
5. Installation
- a. General
 - 1) All water service shall be installed in accordance with these standards.
 - 2) Each individual service location shall be saw cut into the face of the curb with a four (4") inch high "W" painted blue by the Contractor. If no curb exist a similar mark should be placed in the pavement near the edge of the roadway.

6.10 FLUSHING VALVES

1. Materials
 - a. Corporation stop shall be two (2") inch ball type with compression outlet fitting, designed for a minimum working pressure of two hundred pounds per square inch (200").
 - b. Two (2") inch curb stop shall be ball type with compression inlet fitting with tee head shut off.
 - c. Pipe shall be two (2") inches diameter, polyethylene.
 - d. All flushing valves shall be installed within a twenty-four (24") inch round metal meter box.

6.11 WATER LINE BORE

1. Minimum steel casing thickness shall be a quarter (1/4") inch. Casings shall be required under collectors and thoroughfares, highway crossings, and railroad crossings. Casings shall also be required where deemed necessary by the City Engineer. The construction bore pit shall be located at a minimum distance of four (4') feet behind the back of curb or edge of pavement where no curb is present.
2. The design engineer shall design the water line pipe casing for the following loading conditions and applicable combinations thereof:
 - a. AASHTO HS20 loading as applicable
 - b. Earth loading with the height of fill above the casing as shown on the plans
 - c. Loads applied during jacking, including axial load from jacking
 - d. All other applicable loading conditions, including loads applied during transportation and handling.
3. Materials
 - a. Steel Casing Pipe

Steel casing pipe shall be new (or used if approved by the City Engineer) and suitable for the purpose intended and shall have a minimum yield strength of 35,000 psi. Casing shall meet ASTM A-36, ASTM A-570, ASTM A-135, ASTM A-139, or approved equal. Pipe shall be coated with coal tar epoxy (15 mils min.) in accordance with AWWA C-210. Pipe joints shall be welded in accordance with AWWA C-206. After pipe is welded, coating shall be repaired.
 - b. Casing Spacers

Use stainless steel casing spacers for any type of carrier pipe. Insulators shall be high density polyethylene. Insulators shall fit snug over the carrier pipe and position the carrier pipe approximately in the center of the casing pipe to provide adequate clearance between

the carrier pipe bell and the casing pipe. Insulators shall be manufactured by "Recon" and be Racci Type or approved equal.

4. Installation

a. Excavation and Backfill of Access Pits

- 1) Do not allow excavation over the limits of the bore or tunnel as specified. Shore the trench walls as necessary to protect workmen, the public, structures, roadways, and other improvements.
- 2) Excavations within the right-of-way and not under surfacing shall be backfilled and consolidated by mechanical methods as specified in these standards for compaction of trenches under roadways. Surplus material shall be removed from the right-of-way and the excavation finished to original grades. Backfill pits immediately after the installation of the carrier pipe is completed. If carrier pipe is not installed immediately after casing pipe installation, the City may require the access pits be temporarily backfilled until installation of carrier pipe.
- 3) Where seeding or sodding is disturbed by excavation or backfilling operations, such areas shall be restored to the existing or better conditions.

SECTION 7 WASTEWATER DESIGN CRITERIA

7.1 GENERAL

This section pertains to general design requirements for waste water collection system construction in the City of Taylor. All sewer lines shall be sized and as determined by the City Engineer. In the absence of or in conflict with a specific standard contained in this Chapter, all collection, treatment, and disposal systems shall be designed in accordance with the most current criteria adopted by the Texas Administrative Code, Chapter 217, "Design Criteria for Domestic Wastewater Systems".

7.2 WASTEWATER MAIN SIZES AND DESIGN

1. Standard wastewater main sizes are eight (8") inches, ten (10') inches, twelve (12") inches, fifteen (15") inches, and eighteen (18") inches in diameter. Other sizes may be approved by the City Engineer.
2. Wastewater lines shall be constructed at a minimum depth of four (4') feet and be located within the R.O.W. or an approved utility easement. A wastewater line is required to be constructed on both sides of a State Highway.
3. Easements for wastewater line construction shall meet the following requirements:
 - a. The easement width shall be a minimum of twenty (20'). Greater easement width may be required for deep lines.
 - b. If the wastewater line is less than twelve (12') feet deep, the outside diameter of the wastewater line shall be located a minimum distance of six (6') feet from the edge of the easement, and if other utilities are located in the same easement, the outside diameter of the wastewater line shall be located a minimum distance of three (3') feet from the outside diameter of the other utilities.
 - c. If the wastewater line is greater than twelve (12') feet deep, the outside diameter of the wastewater line shall be located a minimum distance of nine (9') feet from the edge of the easement, and if other utilities are located in the same easement, the outside diameter of the wastewater line shall be located a minimum distance of six (6') feet from the outside diameter of the other utilities.
 - d. Proper separation of utilities must be maintained per TCEQ regulations.

4. All wastewater mains shall be designed with consideration for serving the full drainage area subject to collection by the wastewater in question; the drainage area may be modified with the concurrence of the City Engineer because of the projected rate of development or the financial feasibility of the proposed extension.
5. Wastewater mains should be designed with straight alignment whenever possible. When horizontal curvatures must be used, radial pipe must be used in accordance with the pipe manufacturer's recommendations. No joint deflection is allowed without the approval of the City Engineer and an appropriate TCEQ variance.
6. All wastewater mains shall be designed with hydraulic slopes sufficient to give mean velocities, when flowing full or half full, of no less than two (2') feet per second.

7.3 WASTEWATER LINE MATERIALS

All wastewater lines and fittings shall be new materials and comply with the following:

1. All wastewater pipes shall be Polyvinyl Chloride (PVC) pipe type SDR-26 for wastewater lines where wastewater lines exceed. For depths greater than twenty-four (24') feet material must approved by City Engineer.
2. All PVC wastewater pipe shall be green in color. Developer to provide a manufacturers statement for pipe color other than green.
3. PVC sewer pipe and fittings shall conform to the current ASTM Designation D 3034 for up to eighteen 18" inches and ASTM Designation F 679 for greater than fifteen (15") inches.

7.4 WASTEWATER LINE INSTALLATION

1. General
 - a. All installations shall conform to ASTM Designation D2321, and the as amended by these standards.
 - b. Wastewater lines shall not be installed within nine (9') feet horizontally of any water main or fire hydrant. Where this is not possible, separation shall be in accordance with TCEQ standards.
 - c. Construction shall begin at the downstream end of project and continue upstream with the bell facing upstream. No upstream piping shall be installed before downstream piping unless approved by the City Engineer.
2. Excavation and Backfill
 - a. The amount of open trench excavation shall not exceed two hundred (200') feet from the end of the pipe laying operations, and no more than three hundred (300') feet of total open trench will be allowed. At the end of each workday, all trench excavation shall be backfilled to the end of the pipe laying operation.
 - b. Density tests shall be taken every three hundred (300') feet for every lift. A maximum thickness of twelve (12") inches per loose lift is required for all trench backfill. A geotechnical report shall be submitted for all trenches. The density reports shall be submitted daily to the City Inspector. The City has the right to require additional tests if they are deemed necessary.
 - c. A City inspector will be on site at all times when testing is being performed. The City Inspector shall be present during the placement of trench backfill lifts.
 - d. All density reports shall be completed, delivered to the City's Engineer and Inspector, and approved before paving is allowed to begin.

7.5 MANHOLES

1. Manholes shall be located at all intersections of wastewater lines and at intermediate spacing along the line. Generally the maximum spacing should not exceed five hundred (500') feet.

Manholes should be located at all changes in grade and at the ends of all wastewater lines that will be extended.

2. A manhole is required at the junction of wastewater lines with different inside pipe diameters.
3. A drop of at least one tenth of a foot (0.1') is required through the manhole.
4. A drop manhole is required when the flow line in is two (2') feet or greater than the flow line out.
5. Minimum manhole inside diameter is four (4') feet.
6. Drop-connection manholes shall have a minimum inside diameter of four (4') feet, with an exterior drop.
7. Minimum pre-cast wall thickness is five (5") inches.
8. All manholes shall be concrete.
9. NOTE: If depth of cover is greater than 18 feet, Manhole size is subject to city Engineer approval.
 - a. Cast-in-place only when approved
 - 1) The manhole foundation shall be poured on undisturbed soil or approved subgrade and shall have a minimum thickness of eight (8") inches.
 - 2) The inlet and outlet pipes shall be poured into the foundation of the manhole. When straight through flow occurs, the pipe shall be laid continuously through the manhole.
 - 3) The invert shall be shaped and smoothed so that no projections will exist and the invert shall be self-cleaning.
 - 4) When a cast-in-place manhole is used to connect to an existing wastewater line the manhole should be poured, tested and approved before the top of the existing line is cut out.
 - 5) Concrete work shall conform to all requirements of ACI 301, Standard Specification for Structural Concrete, published by the American Concrete Institute, except as modified herein.
 - 6) Detailing of concrete reinforcement and accessories shall be in accordance with ACI Publication 315.
 - 7) Portland cement shall be Type II, low-alkali and conform to ASTM Designation C-150.
 - 8) The manhole shall not be backfilled within twelve (12) hours after the concrete placement. Backfill shall be compacted and reports submitted to the City.
 - 9) The face of curb shall be stamped with a three (3") inch "MH" to mark the location of all manholes. The location of the stamp shall be a line that intersects the center of the manhole cover and the curb perpendicular to the centerline of the street. For manholes located in intersections, the curb shall be stamped at the closest location to the manhole. If no curb exist a similar mark should be placed in the pavement near the edge of the roadway.
 - b. Precast Manhole
 - 1) Precast manholes shall be constructed in accordance to ASTM Designation C-478.
 - 2) Manhole base shall have a spread footing and be placed on a minimum of twelve (12) inches of crushed rock.

7.6 MANHOLE FRAME AND COVER

1. Cover
 - a. Materials

All manhole covers shall conform to the Standard Specifications for Domestic Grey Iron Castings, ASTM A-48, Class 30 B.

b. Installation

- 1) All manhole covers shall be thirty (32") inches in diameter.
- 2) All manhole covers shall have two (2) integrally cast pick bars.

c. Manufacturers (Traffic rated where necessary)

- 1) East Jordan Iron Works
- 2) Bass & Hayes

2. Frames

a. Materials

All manhole frames shall conform to the Standard Specifications for Grey Iron Castings, ASTM A-48, Class 30 B.

b. Installation

All manhole frames shall provide a thirty (30") inch by one quarter (1/4") inch opening to assure proper fit of the manhole cover.

c. Manufacturers

- 1) East Jordan Iron Works
- 2) Bass & Hayes

d. Manholes located within the floodplain are to be sealed with an approved bolt-down cover and frame.

3. Extension Ring

a. Materials

All precast reinforced concrete extension rings shall conform to ASTM C-478.

b. Installation

- 1) The number of extension ring sections shall be kept to a minimum (i.e. use 1-12 inch extension ring instead of 2-6 inch extension rings).
- 2) A one (1") inch by three and a half (3 1/2") inch bitumastic gasket shall be used to seal the extension ring at both joints.

[4. Reserved]

[5. Reserved]

6. Manhole Inserts - Rain Pan

Shall be required on all Manholes.

a. Materials

Rain pans shall be High Strength Stainless Steel to fit each manhole

b. Manufacturers

Southwestern Packing and Seals.

7.7 WASTEWATER SERVICE

1. No wastewater service line (lateral) shall be less than six (6") inches in nominal diameter.
2. Wastewater laterals shall be a minimum of ten (10') feet downstream of the water service. Services will be identified in the field by a three (3") inch "S" cut into the curb, on the As-Built Plans and with a stake in the field for location purposes.
3. Wastewater service laterals shall have a minimum of four (4') feet of cover at the property line.
4. Materials
 - a. All lateral wastewater service lines shall be gasketed PVC pipe type SDR-26.
 - b. All PVC wastewater pipe used for lateral services shall meet ASTM 3034.
- [5. Reserved]
6. Installation

All service laterals shall be installed in accordance with the wastewater embedment and backfill standards of the City of Taylor.

7.8 MAIN LINE CLEANOUTS

Cleanouts may be installed on lines that are permanent dead ends. The line may not exceed four hundred fifty (450') feet. Any line exceeding that length must end with a manhole.

7.9 WASTEWATER LINE BORING

SEE WATER LINE

1. Installation
 - a. Tolerances
 - 1) All bores shall be installed at a grade no less than the minimum indicated by TAC30, Chapter 317 for the desired pipe size.
 - 2) All bores shall maintain grade enough to ensure desired clearance distances between existing utilities and bore.
 - b. Excavation and Backfill of Access Pits
SEE WATER SECTION

SECTION 8 DRAINAGE DESIGN AND ANALYSIS CRITERIA

8.1 GENERAL

1. General Application. This section pertains to general application of accepted principles of stormwater drainage engineering and is a working supplement to basic information obtainable from standard drainage handbooks and other publications on drainage. The statements of this section provide the underlying principles by which all drainage facilities shall be designed and constructed within the Corporate Limits of the City of Taylor and within all areas subject to its extra territorial jurisdiction.
2. General Drainage System Policy
 - a. Street curbs, gutters, inlets and storm drains shall be designed to intercept, contain and transport all runoff from the 25-year frequency storm.
 - b. The public drainage system shall be designed to convey the 100-year frequency storm within defined public rights-of-way or drainage easements.
3. Detention Policy

- a. No Increase in Site Discharge - A developer shall develop the property so that the rate of runoff created by the development as it leaves the property does not exceed the rate of runoff that is currently occurring in the existing conditions.
 - b. No Offsite Adverse Impacts - Land development shall not cause increase inundation of any building or roadway surface or create any additional adverse flooding impacts upstream or downstream of the proposed development. Engineer shall perform a downstream drainage assessment as described in Section 8.21 - Drainage Study Guidelines.
 - c. The conditions specified in 3.a. and 3.b. above shall be achieved for the 2-, 10-, 25-, and 100-year frequency storms.
 - d. Exemptions A developer or builder of property greater than one-half (1/2) acre must follow the above detention requirements.
4. Alternative Methods. Methods of design other than those indicated herein may be considered in those cases where experience indicates they are appropriate. However, any variations from the practices established herein must have the expressed written approval from the City Engineer.
5. Additional Measures. If any condition requiring additional measure of protection is identified by the City Engineer during design or construction, the engineer shall make provisions within the design.
6. Safety. Where a portion of the stormwater facility in public right-of-way or easement has either an interior slope or wall steeper than three feet (3') horizontal to one foot (1') vertical with a height exceeding three feet (3') above adjacent ground, barrier-type fences at least six feet (6') high, and/or steel grating are required.
7. Non-erosive Outfalls. Discharge from storm drains, culverts, ditches, ponds shall not cause channel, bluff, or stream bank erosion. If the discharge is to an open drainage facility, the applicant must show acceptable non-erosive conveyance to that drainage facility, and appropriately designed outfall including adequate energy dissipation, which may include stream stabilization.
8. Drainage Easements
 - a. General. Easements shall be provided, where necessary, for all drainage courses in and across property to be platted. An easement or right-of-way must be of sufficient width to provide continuous access for the operation, maintenance, or repair of a drainage facility or conveyance of stormwater.
 - b. Open Channels. Easement width for open or lined channels shall be at least twenty feet (20') wider than the top of the channel, fifteen feet (15') of which shall be on one side to serve as an access for maintenance purposes.
 - c. Storm Drains. A minimum of fifteen feet (15') in width with an additional two feet (2') of easement for every one foot (1') of depth over eight feet (8').
 - d. Detention Facilities. Easements shall be provided for all regional detention facilities and for other detention facilities where two or more owners or the City are responsible for maintenance.
 - e. Property Lines. Easements shall not be centered on a property line when required alongside lot lines.
 - f. Floodplains. A drainage easement shall be dedicated to encompass the City of Taylor floodplain and the easement provided on preliminary and final plats.
9. Computations. Computations to support all drainage designs shall be submitted. The computations shall be in such a form to allow for timely and consistent review and also to be made a part of the permanent City record for future reference. All computations shall be certified by a professional engineer registered in the State of Texas.
10. Positive Overflow at all Low Points. The approved drainage system shall provide for positive overflow at all low points and these areas must be denoted on the plans as such. The term

"positive overflow" means that when the inlets do not function properly or when the design capacity of the conduit is exceeded, the excess flow can be conveyed overland along a grassed or paved course. Normally, this would mean along a street or alley, or shall require the dedications of special drainage easements on private property.

8.2 RUNOFF CALCULATIONS

1. Methodology. Numerous methods of rainfall-runoff computation are available on which the design of storm drainage and flood control systems may be based. The selection of which method to use for calculating runoff depends upon the size of the contributing drainage area at the most downstream point of the project. The "Rational Method" is acceptable for designing projects in which the drainage area is less than one-hundred (100) acres or with times of concentration totaling two (2) hours or less. The National Resources Conservation Service (formerly the Soil Conservation Service) curve number method shall be used for detention sizing and for drainage areas larger than one-hundred (100) acres but may also be used for smaller drainage areas. The NRCS hydrologic methods are available in the NRCS National Engineering Handbook (NEH) and the US Army Corps of Engineers' Hydrologic Engineering Center's HEC-HMS programs. The method of analysis must remain consistent when drainage areas are combined. The method used for the largest combined drainage area should be used for the smaller drainage areas comprising that area. Regardless of drainage area size, certain situations require the use of NRCS hydrologic methods (e.g. a detention facility connected to a downstream storm drainage system). The engineer may use other methods but must have their acceptability approved by the City.
2. Watershed Land Use Conditions. Runoff computations shall be based upon existing off-site land use watershed conditions. Aerial photographs, GIS base maps, physical surveys, as-built plans, etc. should be used as aids in establishing surface character of the existing land use condition.
3. Upstream Detention Facilities. The design engineer shall size drainage facilities by disregarding the detention effects of upstream property and calculating the runoff as if the off-site property was developed without any detention. If an approved regional detention/retention facility is in operation, the design engineer may size downstream drainage facilities based on consideration of the detention effects of the regional facility with written approval from City Engineer. A regional detention/retention facility is defined as having a contributing drainage area of over sixty-four (64) acres.

8.3 DESIGN RAINFALL

Rainfall Depth-Duration-Frequency (DDF) and Intensity-Duration-Frequency (IDF) values are provided in Tables 8-1 and 8-2. These values were developed based on NOAA Atlas 14, Volume 11, Version 2 data, at a specified location within the Brushy Creek Watershed (Latitude: 30.5317°, Longitude: -97.4774°), in accordance with Williamson County recommendations.

Table 8-1: Depth-Duration-Frequency (DDF) Table for City of Taylor										
Depth of Precipitation (in inches)										
Recurrence Interval (year)	5-min	10-min	15-min	30-min	1-hr	2-hr	3-hr	6-hr	12-hr	24-hr
2	0.520	0.829	1.040	1.470	1.910	2.350	2.610	3.050	3.490	3.970
5	0.650	1.040	1.300	1.820	2.390	2.990	3.360	3.980	4.580	5.200
10	0.761	1.220	1.520	2.120	2.800	3.570	4.050	4.860	5.610	6.380

25	0.921	1.470	1.830	2.550	3.390	4.410	5.080	6.190	7.180	8.170
50	1.050	1.680	2.090	2.900	3.850	5.110	5.940	7.320	8.530	9.700
100	1.180	1.900	2.350	3.250	4.350	5.870	6.910	8.620	10.100	11.500
200	1.320	2.110	2.610	3.630	4.890	6.730	8.020	10.100	11.900	13.500
500	1.500	2.380	2.980	4.150	5.660	7.990	9.650	12.300	14.600	16.700

Table 8-2: Intensity-Duration-Frequency (IDF) Table for City of Taylor										
Intensity of Precipitation (in inches per hour)										
Recurrence Interval (year)	5-min	10-min	15-min	30-min	1-hr	2-hr	3-hr	6-hr	12-hr	24-hr
2	6.240	4.970	4.170	2.930	1.910	1.180	0.868	0.510	0.290	0.165
5	7.800	6.220	5.190	3.640	2.390	1.500	1.120	0.665	0.380	0.217
10	9.130	7.300	6.080	4.250	2.800	1.780	1.350	0.812	0.466	0.266
25	11.100	8.840	7.330	5.110	3.390	2.210	1.690	1.030	0.596	0.340
50	12.600	10.100	8.340	5.790	3.850	2.550	1.980	1.220	0.708	0.404
100	14.200	11.400	9.390	6.510	4.350	2.940	2.300	1.440	0.838	0.478
200	15.800	12.600	10.500	7.260	4.890	3.370	2.670	1.690	0.988	0.564
500	18.000	14.300	11.900	8.310	5.660	3.990	3.210	2.060	1.210	0.694

8.4 TIME OF CONCENTRATION

1. Definition. The time of concentration is the time for surface runoff to flow from the most remote point in the watershed to the point of interest. This applies to the most remote point in time, not necessarily the most remote point in distance. Runoff from a drainage area usually reaches a peak at the time when the entire area is contributing. However, runoff may reach a peak prior to the time the entire drainage area is contributing if the area is irregularly shaped or if land use characteristics differ significantly within the area. Sound engineering judgment should be used to determine a flow path representative of the drainage area and in the subsequent calculation of the time of concentration.

2. Methods. The preferred procedure is the NRCS method as described in NRCS's Technical Release 55 (TR-55). Procedures for this method are outlined in the City of Austin DCM Section 2.4.2 and TxDOT Hydraulic Manual Chapter 4.
3. The minimum time of concentration for any drainage area shall be five (5) minutes.
4. Sheet flow for both natural (undeveloped) and developed conditions should be limited to a maximum of one-hundred feet (100').
5. The minimum slope used for calculation of sheet and shallow flow travel time components should be 0.005 feet per foot (0.5%).

8.5 RATIONAL METHOD

1. **Definition.** The Rational Method is based on the principle that the maximum rate of runoff from a given drainage area for an assumed rainfall intensity occurs when all parts of the area are contributing to the flow at the point of discharge.
2. **Methodology.** The formula for calculation of runoff by the "Rational Method" is:

$$Q = CIA \text{ (Eq. 8-1)}$$

Where:

Q = The maximum rate of discharge, expressed in cubic feet per second

C = Coefficient of Runoff

I = Intensity of Runoff in inches per hour

A = Drainage Area in acres

3. Runoff Coefficient (C)
- a. Definition. The proportion of the total rainfall that will reach the drainage system depends on the surface vegetation condition, soil type, imperviousness of the surface, land slope and ponding characteristics of the area. Impervious surfaces, such as asphalt pavements and roofs of buildings, will be subject to approximately one-hundred percent (100%) runoff (regardless of the slope).
- b. Methodology. Suggested coefficients with respect to specific surface types are provided below.

Table 8-3: Rational Method Runoff Coefficients for Composite Analysis

Character of Surface	Return Period						
	2-year	5-year	10-year	25-year	50-year	100-year	500-year
DEVELOPED							
Asphaltic	0.73	0.77	0.81	0.86	0.90	0.95	1.00
Concrete	0.75	0.80	0.83	0.88	0.92	0.97	1.00
Grass Areas (Lawns, Parks, etc.)							

Poor Condition* (Grass cover less than 50% of the area)							
Flat, 0-2%	0.32	0.34	0.37	0.40	0.44	0.47	0.58
Average, 2-7%	0.37	0.40	0.43	0.46	0.49	0.53	0.61
Steep, over 7%	0.40	0.43	0.45	0.49	0.52	0.55	0.62
Fair Condition** (Grass cover on 50% to 75% of the area)							
Flat, 0-2%	0.25	0.28	0.30	0.34	0.37	0.41	0.53
Average, 2-7%	0.33	0.36	0.38	0.42	0.45	0.49	0.58
Steep, over 7%	0.37	0.40	0.42	0.46	0.49	0.53	0.60
Good Condition*** (Grass cover larger than 75% of the area)							
Flat, 0-2%	0.21	0.23	0.25	0.29	0.32	0.36	0.49
Average, 2-7%	0.29	0.32	0.35	0.39	0.42	0.46	0.56
Steep, over 7%	0.34	0.37	0.40	0.44	0.47	0.51	0.58
UNDEVELOPED							
Cultivated							
Flat, 0-2%	0.31	0.34	0.36	0.40	0.43	0.47	0.57
Average, 2-7%	0.35	0.38	0.41	0.44	0.48	0.51	0.60
Steep, over 7%	0.39	0.42	0.44	0.48	0.51	0.54	0.61
Pasture/Range							
Flat, 0-2%	0.25	0.28	0.30	0.34	0.37	0.41	0.53
Average, 2-7%	0.33	0.36	0.38	0.42	0.45	0.49	0.58
Steep, over 7%	0.37	0.40	0.42	0.46	0.49	0.53	0.60
Forest/Woodlands							
Flat, 0-2%	0.22	0.25	0.28	0.31	0.35	0.39	0.48

Average, 2-7%	0.31	0.34	0.36	0.40	0.43	0.47	0.56
Steep, over 7%	0.35	0.39	0.41	0.45	0.48	0.52	0.58
1. Composite "C" value for developed conditions (C_{DEV}) is: $C_{DEV} = IC_1 + (1-I)C_2$							
Where: I = Impervious cover, percent C_1 = "C" value for impervious cover C_2 = "C" value for pervious area (grass, lawns, parks, etc.)							
Source: City of Austin Drainage Criteria Manual Table 2-1							

4. Rainfall Intensity (i)

- a. Definition. Rainfall intensity (i) is the average rainfall rate in inches per hour.
- b. Methodology. The rainfall intensity is calculated from the Intensity-Duration-Frequency (IDF) curves selected to represent the City of Taylor area. The following equation mathematically represents the City of Taylor area IDF curves deriving a best fit equation for each storm frequency. IDF curves were developed using a cubic spline interpolation of IDF data in Table 8-2:

$$i = a/(t+b)^c \text{ (Eq 8-2)}$$

Where:

i = Average rainfall intensity, inches per hour

t = Storm duration in minutes, which is equal to the time of concentration for the entire drainage area of interest

a, b, and c = Coefficients for different storm frequencies (see Table 8-4)

Table 8-4: Taylor Intensity-Duration-Frequency (IDF) Curve Coefficients			
Return Period	Fitting parameters for IDF equation (8-2)		
Year	a	b	c
2	62.96	12.73	0.8150
5	71.39	12.07	0.7930
10	76.23	11.34	0.7723

25	83.02	10.62	0.7480
50	85.98	9.79	0.7273
100	89.08	9.22	0.7072
200	93.79	9.38	0.6901
500	99.17	9.42	0.6677
The a, b, and c parameters listed were derived using nonlinear regression method and the IDF data included in Table 8-2			

8.6 NATURAL RESOURCES CONSERVATION SERVICE (NRCS) HYDROLOGIC METHOD

1. Definition. The NRCS hydrologic method can be applied to urban drainage areas of any size. The primary parameters required to calculate a runoff hydrograph with the method include the rainfall distribution, runoff curve numbers, time of concentration and drainage area.
2. Methodology. The preferred method to apply the SCS method is using the US Army Corps of Engineers (USACE) HEC-HMS model. HEC-HMS can be downloaded from the USACE website at <http://www.hec.usace.army.mil/>.
3. Rainfall Duration and Distribution. The City of Taylor has adopted the use of a 24-hour HEC-HMS frequency storm distribution for use with time-varying rainfall simulations.
4. HEC-HMS Rainfall Distribution
 - a. HEC-HMS Input. The DDF values from Table 8.1 should be entered directly into HEC-HMS software as frequency storm meteorologic models. HEC-HMS will generate the appropriate rainfall distribution for each recurrence interval. The Atlas 14 depths provided are based on a partial-duration analysis; no partial-to-annual output conversion is required.
 - b. HEC-HMS Parameters. For use of the frequency storm in HEC-HMS for the evaluation of the 24-hour event, the meteorological model parameters should be set as follows:
 - 1) Input Type: Partial Duration (NOAA Atlas 14 precipitation frequency estimates are based on analysis of partial duration series)
 - 2) Output Type: Annual Duration
 - 3) Intensity Duration: 5 Minutes
 - 4) Storm Duration: 1 Day
 - 5) Intensity Position: 50 Percent
 - 6) Storm Area (mi²): Blank for areas less than 10 sq. miles. Use areal reduction for larger areas.
 - 7) Curve: Uniform for All Subbasins

- c. The computational time interval for computer simulations should be selected based on criteria for the minimum lag time in a given model. The computational time interval used in a HEC-HMS model should be no more than 6 minutes.

5. Conservation Service Runoff Curve Numbers

- a. Definition: The NRCS has developed an index, the runoff curve number, to represent the combined hydrologic effect of soil type, land use, agricultural land treatment class, hydrologic condition, and antecedent soil moisture. These watershed factors have the most significant impact in estimating the volume of runoff, and can be assessed from soil surveys, site investigations and land use maps.
- b. Methodology: Reference Table 8-5 for NRCS index values.
- c. Antecedent Moisture Condition (ARC) II represents the average condition and shall be used.
- d. When calculating peak runoff rates the undeveloped curve number shall be used and the impervious cover entered separately to represent existing and proposed development.
- e. The NRCS Soil Survey of Williamson County provides soil hydrologic information.

6. Lag Time

- a. Definition. The lag time, defined as the time between the center of mass of excess rainfall to the runoff peak, is typically used in the HEC-HMS implementation of the SCS methodology.
- b. Methodology: The lag time can be estimated with equation 8.3.

$$T_{lag} = 0.6 T_c \text{ (Eq. 8.3)}$$

Where:

T_c = Time of Concentration (see Section 8.4 above)

Table 8-5 NRCS Runoff Curve Numbers for Urban Areas and Agricultural Lands (assuming ARC-II condition)					
Cover Description	Avg. % Impervious Area ¹	Curve Numbers for Hydrologic Soil Group			
Cover Type and Hydrologic Condition		A	B	C	D
Fully developed urban areas (vegetation established)					
Open space (lawns, parks, golf courses, cemeteries, etc.)					
Poor condition (grass cover 50%)		68	79	86	89
Fair condition (grass cover 50% to 75%)		49	69	79	84
Good condition (grass cover 75%)		39	61	74	80
Impervious areas:					
Paved parking lots, roofs, driveways, etc. (excluding right-of-way)		98	98	98	98

Streets and roads					
Paved: curbs and storm drains (excluding right-of-way)		98	98	98	98
Paved: open ditches (including right-of-way)		83	89	92	93
Gravel (including right-of-way)		76	85	89	91
Dirt (including right-of-way)		72	82	87	89
Developing urban areas					
Newly graded areas (pervious areas only, no vegetation)		77	86	91	94
Agricultural lands					
Pasture, grassland, or range-continuous forage for grazing ²	Poor	68	79	86	89
	Fair	49	69	79	84
	Good	39	61	74	80
Meadow-continuous grass, protected from grazing & mowed for hay		30	58	71	78
Brush-brush-weed, grass mixture with brush the major element ³	Poor	48	67	77	83
	Fair	35	56	70	77
	Good	30	48	65	73
Woods-grass combination (orchard or tree farms) ⁴	Poor	57	73	82	86
	Fair	43	65	76	82
	Good	32	58	72	79
Woods ⁵	Poor	45	66	77	83
	Fair	36	60	73	79
	Good	30	55	70	77
Farmsteads - buildings, lanes, driveways and surrounding lots		59	74	82	86

1. Average runoff condition, and $I_a = 0.2s$
2. Poor: less than 50 percent ground cover or heavily grazed with no mulch Fair: 50 to 75 percent ground cover and not heavily grazed Good: greater than 75 percent ground cover and lightly or only occasionally grazed
3. Poor: less than 50 percent ground cover Fair: 50 to 75 percent ground cover Good: greater than 75 percent ground cover
4. Curve numbers shown were computed for areas with 50 percent woods and 50 percent grass (pasture) cover. Other combinations of conditions may be computed from the curve numbers for woods and pasture
5. Poor: Forest litter, small trees and brush are destroyed by heavy grazing or regular burning Fair: Woods are grazed but not burned, and some forest litter covers the soil Good: Woods are protected from grazing, and litter and brush adequately cover the soil
Source: NRCS TR-55: Urban Hydrology for Small Watersheds

8.7 DESIGN STORM FREQUENCIES

1. All developments submitted must provide data for the following design storm frequencies: 2-Year/10-year/25-Year/100-Year.
2. Design recurrence interval for various drainage facilities:

Table 8-6: Design Recurrence Interval for various Drainage Facilities	
Drainage Facility	Design Recurrence Interval
Closed Storm Drain Systems	25-year with 100-year positive overflow in streets such that the depth of flow in the street does not exceed the right-of-way or drainage easement
Closed Storm Drain Systems and Inlets at Street Low Point or Sag	100-year with positive overflow
Culverts and Bridges	100-year
Concrete-lined Channels	100-year
Earthen Channels	100-year

8.8 STREET DRAINAGE

1. Streets and alleys. Streets and/or alleys in combination with storm drains and/or roadside swales within new developments shall be designed so that storm water runoff resulting from a design storm of a 100-year frequency is contained within the available right-of-way and/or drainage easement.
2. Permissible Spread of Water. The flow of water in gutters of typical streets during the 25-year frequency storm shall be contained below the top of curb and shall maintain the clear with as provided in Table 8-7 below.

Table 8-7: Minimum Clear Width for Roadway Design when Gutter is Flowing Full	
Roadway Type	Minimum Clear Width (feet)
Local	0
Collector (Residential or Neighborhood)	12
Collector (all others)	12 feet in each direction
Arterial (4 lanes one way or 8 lanes divide)	24 feet in each direction
Arterial (all others)	12 feet in each direction

3. Design Method.
 - a. Methodology. HEC-22, FHWA-NHI-10-009 provides acceptable equations to calculate gutter flow for straight and parabolic crowned pavement sections. This method is outlined in the City of Austin DCM Section 3.3.0.
 - b. Gutters shall have a minimum slope of 0.004 feet per foot (0.4%) to ensure scouring velocities for low flows.
4. Street Cross Flow. Cross-flow is allowed only in case of superelevation of a curve or overflow from the higher gutter on a street with cross fall. No more than three cubic feet per second (3 cfs) for the 25 year storm even shall be allowed to cross flow from the higher elevation to the lower elevation.
5. No lowering of the standard height of street crown shall be allowed for the purposes of obtaining additional hydraulic capacity.
6. Driveways Crown. At some point within the first ten feet (10') from the edge of the roadway gutter, the entire width of a driveway shall have the same or greater elevation as the top of the curb at the edge of the roadway.

8.9 INLETS

1. Inlet Placement.

- a. The storm drain system is to begin at the point where the storm water in the street reaches top of curb depth or the permissible spread of water as allowed for the type of street (ref Table 8-7). At such point where the combined capacity of the street and storm drain system satisfies the 25-year street capacity criteria (as previously described) but the 100-year frequency storm runoff cannot be contained within the right-of-way additional pick-up points (inlet capacity) shall be provided along with an increase in storm drain capacity so that the 100-year frequency storm runoff will be contained within the right-of-way.
 - b. Inlets shall be placed upstream from an intersection whenever possible and is required when more than three (3) cfs for the 25-year frequency storm flows across the intersection.
 - c. No more than three (3) cfs for the 25-year frequency storm shall be allowed to enter the bulb of a cul-de-sac or corner bubble.
 - d. Inlets shall not be placed inside the curb return.
 - e. At any intersection, only one street shall be crossed with surface drainage and this street shall be the lower classified street. When an alley intersects a street, inlets shall be placed in the alley whenever flow down that alley would cause the capacity of the intersecting street to be exceeded.
3. Inlet Capacity
- a. Methodology to calculate the interception capacity of inlets is provided in the City of Austin DCM Section 4.3.
 - b. The minimum inlet size shall be ten feet (10').
 - c. No more than twenty feet (20') of inlet shall be placed along one gutter at any given location.
4. Inlet Type
- a. Curb inlets shall be used to intercept surface runoff for curb and gutter streets.
 - b. Grate inlets, combination inlets, and slotted/trench drains are discouraged from use due to the tendency of grates and slotted drains to clog. Prior approval of their use and application of appropriate clogging factor is required from the City Engineer.

8.10 STORM DRAINS

1. Design Guidelines
- a. Sizing
 - 1) Minimum Size: eighteen inches (18") in diameter or height for arches and boxes.
 - 2) Storm drain shall be sized to flow full.
 - 3) Select storm drain size and slope so that the velocity of flow will increase progressively or at least will not appreciably decrease at inlets, bends or other changes in geometry or configuration.
 - b. Material.
 - 1) Pipe. Stormwater shall be carried in reinforced concrete pipe (RCP), ASTM C76, minimum class III. The engineer shall provide load analysis as appropriate to demonstrate that class of pipe used is sufficient for the loading conditions. Higher strength pipes shall be used where loadings warrant such.
 - 2) Manholes and Junction Boxes. Shall be reinforced concrete.
 - c. Layout
 - 1) At changes in conduit size, the soffit (top inside surface), not the flow line, of the two conduits should be aligned, where practical.
 - 2) Do not discharge the flow of a larger conduit into a smaller conduit.

- 3) No proposed pipe having a diameter greater than fifty percent (50%) of the minimum dimension of an existing box culvert shall be allowed to discharge into that box culvert. Exceptions must be justified by structural engineering analysis.
- 4) Flow Path Intersections. For all pipe junctions other than a manhole, the angle of intersection between any two flow paths shall not be greater than forty-five (45) degrees. This includes discharges into box culverts and channels.
- 5) Storm drains between lots (crossing blocks) shall be avoided as much as possible. When unavoidable, such mains shall be laid along a straight alignment (absent of curves, jogs, and manhole/junction boxes when traversing between lots) with manholes/junction boxes provided at each intersecting street.
- 6) Storm drains along rear of residential lots (through back yards) should be avoided.

2. Conduit Flow

- a. All conduit shall be designed by direct solution of the Continuity Equation and Manning's Equation.

$$Q = AV \text{ (Eq. 8.4)}$$

$$Q = (1.49/n)AR^{2/3}S^{1/2} \text{ (Eq. 8.5)}$$

Where:

Q = Pipe flow, cfs

A = Cross-sectional area of flow, ft²

V = Velocity of flow, ft/sec

n = Coefficient of roughness of pipe (n = 0.013)

R = Hydraulic radius = A/W_p, ft

S = Friction slope in pipe, ft/ft

W_p = Wetted perimeter, ft

- b. Minimum and Maximum Velocities in Conduits

- 1) The minimum velocities in conduit shall be two and a half feet per second (2.5 fps) for the 25-year frequency storm.
- 2) Maximum velocity in the pipe shall not exceed fifteen feet per second (15 fps) for the 25-year frequency storm.

3. Hydraulic Gradient

- a. Maximum Hydraulic Gradient. The hydraulic grade line shall remain below the surface of the ground or street for the 25-year storm event.
- b. Hydraulic Calculations. Hydraulic gradient calculations shall account for all friction and minor head losses that may occur in the storm drain line and start from an appropriate tailwater elevation.
 - 1) Friction Losses. Shall be determined by direct application of Manning's Equation.
 - 2) Minor Losses. Minor losses are caused from turbulence in the storm drain system and can include: manholes, junctions, bends, curves, entrance and exit losses, enlargements, and contractions. City of Austin DCM Section 5.5.2 outlines procedures for estimating minor losses.

- 3) Tailwater
 - a) Design engineer to calculate the appropriate tailwater elevation or use the results from a detailed hydraulic study.
 - b) The use of coincident frequencies is not encouraged (i.e. use 25-year tailwater for 25-year storm drain analysis).
 - c) In no case shall the tailwater be assumed below top of pipe.
4. Manholes and Junction Boxes
 - a. Manholes or junction boxes are required:
 - 1) Every three hundred feet (300');
 - 2) At every change in pipe size;
 - 3) Where two or more laterals intersect the main line within five feet (5') of each other; and
 - 4) To meet maintenance path requirements.
 - b. Maintenance Path. Provide a maintenance path from one access point to another within the storm drain that meets the following requirements:
 - 1) Path has no more than one horizontal bend, with that bend having a deflection of no more than forty-five (45) degrees in the direction of the maintenance path.
 - 2) Path has no vertical bend with a deflection of greater than five (5) degrees.
 - 3) Access points can include manhole/junction boxes, inlets, and storm drain outfalls.
 - c. Junction boxes in lieu of manholes shall be provide where any pipe opening exceeds thirty-seven (37") inches and where the distance from the outside surfaces of any two pipes entering a manhole is less than one (1') foot, measured along the inside of the manhole.
 - d. Manholes are to be a minimum four (4') feet in diameter and shall be precast or cast in place if approved by City Engineer.
5. Conduit Outfalls
 - a. Maximum Discharge Velocity. The maximum discharge velocities in the conduit shall also not exceed the permitted velocity of the receiving channel or conduit at the outfall to prevent erosive conditions. The maximum outfall velocity of a conduit in partial flow shall be computed for partial depth and shall not exceed the maximum permissible velocity of the receiving channel unless controlled by an appropriate energy dissipater (e.g. stilling basins, impact basins, riprap protection).
 - b. Stabilization.
 - 1) Outfall and Stabilization Location. Locate the outfall away from existing eroded banks in the most stable location available. The location of the outfall, armoring, and channel stabilization must consider the location of existing infrastructure and utilities and provide adequate horizontal and vertical separation so as not to obstruct access or maintenance, nor adversely impact the infrastructure.
 - 2) Outfall Orientation. The angle of intersection between the outfall flow path and the channel flow path shall not be greater than 45-degrees.
 - 3) Bank and Bed Armoring. The surrounding banks and bed shall be appropriately armored or made geotechnically stable, so as to sufficiently resist erosive forces. Armor below the outfall shall extend from the toe of the bank into the channel equal to a length ten times the pipe diameter. For channel bottom widths less than ten times the pipe diameter, armoring shall extend up the opposite bank to an elevation equal to that of the top of the pipe.

- 4) Armor Type. Flexible armor, such as rock riprap, shall be utilized for bed and bank stabilization in erodible channels.
- c. Drop Height
 - 1) The drop height from a conduit invert to a receiving channel or detention pond shall be one foot (1') to limit local erosion and to allow for potential sedimentation.
 - 2) Concentrated discharges on steep embankments, ravine slopes, or high bluffs shall be avoided.

8.11 CULVERTS

1. Methodology. The Federal Highway Administration HDS 5 and the TxDOT Hydraulic Manual have published guidance for the hydraulic design of culverts. Their guidance shall be used to perform culvert designs that meet the City's performance criteria.
2. Minimum Size. The minimum allowable culvert size for roadway crossings shall be eighteen inches (18") in diameter or height for boxes.
3. Material. All culverts shall be made of reinforced concrete, and shall be constructed of Class-III or better.
4. Culvert placement
 - a. Horizontal alignment. Culverts shall be skewed such that impacts due to the flood and normal flow angles of attack on the structure are minimized. The culvert axis should match the natural channel alignment upstream and downstream whenever practical.
 - b. Vertical alignment. Place the upstream and downstream flow line elevations at the same elevations as the existing streambed whenever practical. Depressed entrances should be avoided.
5. Culvert Headwalls
 - a. Shall be constructed at the ends of all culverts to anchor the culvert in order to prevent movement due to hydraulic and soil pressure, to control erosion and scour resulting from excessive velocities and turbulence, and to prevent adjacent soil from sloughing into the waterway opening.
 - b. All headwalls shall be constructed of reinforced concrete and may be either straight-parallel, flared or warped. They may or may not require aprons, as determined by site conditions. The following guidelines can be used to aid in the selection of the type of headwall.
 - 1) Parallel Headwalls. Approach velocities are low (below six feet (6) per second) and backwater pools are permitted.
 - 2) Flared Headwalls. Approach velocities are between six (6) and ten (10) feet per second. Ample right-of-way or easement is available.
 - 3) Warped Headwall. Approach velocities are between eight (8) and twenty (20) feet per second. Warped headwalls are effective with aprons to accelerate flow through the culvert.
 - c. Headwalls should be aligned with the direction of the receiving flow when discharging into a waterway.
 - d. Precast headwalls and endwalls may be used if all other criteria are satisfied; generally precast headwalls/endwalls are available for smaller culverts eighteen (18") and twenty-four (24") inches in diameter.
 - e. The safety ends or headwalls shall be constructed in accordance with TxDOT standards as required by the physical conditions of the particular installation. Rock rip-rap or other suitable erosion control may be required at each location as supplemental protection.

6. Hydraulics

- a. Freeboard. One foot (1') of freeboard is required between the 100-year water surface elevation and any top of curb or roadway crown elevation, whichever is lower.
- b. Culvert hydraulic grade line calculations shall consider both inlet and outlet control. Tailwater conditions should be considered for outlet control conditions.
- c. The maximum velocity through a culvert shall be fifteen feet per second (15 fps) during the 25-year frequency storm. A minimum velocity through a culvert shall be two and one-half feet per second (2.5 fps) during the 25-year frequency storm.

7. Stream Stability

- a. Stream stability shall be assessed when determining the number of barrels, height and width and culvert skew. Potential for scour shall be accounted for in the design.
- b. Stream degradation. The local condition of the channel reach should be evaluated to determine if there is degradation present. If channel degradation is anticipated then the design should accommodate for future erosion.
- c. If a depressed entrance is used then an upstream apron should be designed to prevent progressive degradation of the upstream channel and the potential for deposition should be considered.
- d. Outlet velocities
 - 1) When the outlet velocity exceeds the allowable erosive velocity in the downstream channel, channel erodibility and local scour potential should be evaluated and taken into account. A flexible armoring system is preferred in streams subject to erosion.
 - 2) Hydraulic jumps shall not be allowed from face of culvert to fifty feet (50') from the culvert.
- e. Erosion protection measures. A flexible armoring system is preferred in streams subject to erosion. Where energy dissipation is needed at a culvert outlet, a rock riprap basin is preferred over rigid structures (see HEC-14 for design guidelines).
- f. Multiple boxes. If multiple boxes or culverts are necessary, different flowline elevations for each structure should be evaluated. The culverts at the center of the channel should be lower to match with the existing natural channel with the outlying culverts raised up to more closely coincide with the natural channel "terrace" elevation. This will help minimize sedimentation in the outlying culverts, help preserve the integrity of the channel system, and reduce maintenance costs.

8.12 BRIDGES

1. Methodology. The Federal Highway Administration and the TxDOT Hydraulic Manual have published guidance for the hydraulic design of bridges. Their guidance shall be used to perform bridge designs that meet the City's performance criteria.
2. Construction Plans. Bridge details may be adaptations of the current Texas Department of Transportation (TxDOT) Standards.
3. Freeboard. One foot (1') of freeboard is required between the 100-year water surface elevation and any top of curb or roadway crown elevation, whichever is lower.
4. Bridge configuration. The skew of the bridge piers and abutments shall be oriented as close to the normal or flood direction of flow resulting in an angle of attack as close to zero (0) degrees as possible.
5. Hydraulic modeling. Computer modeling programs used for the hydraulic analysis of bridges shall be HEC-RAS.
6. Stream stability

- a. Stream stability shall be assessed when designing the abutments and interior bents of the bridge. Scour shall be accounted for in the design.
- b. Flow shall not be supercritical in an area from one-hundred feet (100') upstream from a bridge to twenty-five feet (25') downstream from a bridge.

8.13 CHANNELS

1. Natural Channels
 - a. Definition. Include all watercourses that have been carved by nature through erosion.
 - b. USACE Section 404. When a project proposes to modify a natural channel the design engineer should check the requirements of Section 404, Permits for Dredged or Fill Material, of the Clean Water Act. If required, permit authorization should be obtained from the USACE by the design engineer.
 - c. Channels may be left in their natural state provided that the channel velocities are six feet per second (6 fps) or less for all design storms up to the 100-year frequency storm and that one foot (1') of freeboard is available during the design storm event.
2. New or Altered Channels
 - a. Definition. Constructed or existing channels that have been significantly altered by human effort.
 - b. Grass-lined channels are the preferred type of new or altered channel.
3. Configuration
 - a. Side Slopes. Minimum side slopes of four feet horizontal to one foot vertical (4:1) for earthen or as recommended from a geotechnical analyses, and two feet horizontal to one foot vertical (2:1) for concrete-lined side slopes.
 - b. Curvature. The center line curvature shall have a minimum radius of twice the top width of the 100-year frequency storm flow.
 - c. Channel Slope. The flow line slope of the channel shall be a minimum of two (2%) percent unless the velocity for the 2-year frequency storm flow is greater than two feet per second (2 fps), in which case the channel slope may be a minimum of one percent (1%). Compliance with this requirement must take into account the variation in channel flow due to distributed inflows to the channel. A reinforced concrete pilot channel must be used if the channel slope is less than one percent (1%). The pilot channel must be at least four feet (4') wide, two inches (2") deep, and be capable of withstanding vehicular loading. Any grass-lined portion of the channel bottom must have a slope of at least two percent (2%) from that portion to the concrete-lined pilot channel. However, no open channel flow line slope may be less than one-half percent (0.5%).
 - d. Bottom Width. The minimum flat bottom width of the channel is three feet (3').
 - e. Freeboard. The channel shall be designed to accommodate existing and fully-vegetated conditions. The flow from the 100-year frequency storm must be contained within the new or altered channel while allowing for one foot (1') of freeboard. Superelevation of the water surface shall be determined at all horizontal curves which deviate more than 45 degrees off the projected centerline. Freeboard shall not be obtained by the construction of levees.
4. Maximum Velocity. The velocities below are maximum allowable in each situation for the 100-year frequency storm event and includes all transitions to or from channels and waterways with similar or different materials. If a lower velocity cannot be achieved, velocity attenuation devices must be constructed or installed.
 - a. Grass-Lined Channels. Six feet per second (6 fps)
 - b. Lined Channels. Fifteen feet per second (15 fps)

5. Minimum Velocity. The minimum permissible velocity for the 2-year frequency storm is 2 fps.
6. Lining Type
 - a. Grass-Lined. Use low maintenance vegetation for vegetative cover, as approved by the City Engineer prior to planting. All slopes shall be hydromulched, sodded or seeded with approved grass, grass mixtures or ground cover suitable to the area and season in which they are applied. Seeded side slopes shall be lined with erosion protection matting.
 - b. Lined Channels. Types such as concrete, rock walls and gabions may be used upon approval of the City Engineer. Articulating concrete block flexible channel linings with the approval of the City Engineer are preferred over reinforced concrete lining.
 - c. Rock Rip-Rap. Must be six inch (6") diameter rock or greater.
 - d. Roughness Coefficients
 - 1) Any convenient, published design guide can be referenced for these values. The City of Austin DCM Section 6.2.0 describes an acceptable procedure to determine appropriate Manning 'n' values.
 - 2) Roughness coefficients for new channels shall represent fully-vegetated conditions with appropriate maintenance measures applied.
7. Channel Stability
 - a. General. All channel sections must consider and account for channel bed and bank stabilization in their design. This requirement pertains to all sections whether they are left in their natural condition or are modified in any manner. The design of all drainage channels and swales shall assure adequate capacity and minimum maintenance to overcome the result of erosion, silting, sloughing of bends or similar occurrences.
 - b. Concrete-lined Channels. In concrete-lined channels the probability of achieving supercritical flow is greatly increased. The designer must take care to ensure against the possibility of unanticipated hydraulic jumps forming in the channel in considering the 25- and 100-year frequency storms. Flow with a Froude number equal to one (1) is unstable and should be avoided. If supercritical flow cannot be avoided, then freeboard and superelevation must be determined. In addition, all channels carrying supercritical flow shall be continuously lined with reinforced concrete.
 - c. Channel Drop Structures. The function of a drop structure is to reduce channel velocities by allowing for flatter upstream and downstream channel slopes. The City of Austin DCM Section 6.5.0 describes two commonly used drop structures.
 - c. Energy Dissipators. Energy dissipators are used to dissipate excessive kinetic energy in flowing water that could promote erosion. An effective energy dissipator must be able to retard the flow of fast moving water without damage to the structure or to the channel below the structure. There are several types of energy dissipators such as impact type (baffled outlets and aprons), and hydraulic jump type (stilling basins). For more information, reference 'Hydraulic Design of Stilling Basins and Energy Dissipators' published by the U.S. Bureau of Reclamation.
8. Maintenance Access. Maintenance access shall be provided on one side of the channel. See easement requirement 8.1.
9. Hydraulic Calculations. Manning's Equation can be used to design channels/swales and determine water surface elevations and velocities when backwater effects are negligible. Channels/swales where backwater effects occur must be designed using HEC-RAS.

8.14 ROADSIDE SWALES AND DRIVEWAY CULVERTS

1. Roadside Swales. Roadside swales may be used along all roadways to convey drainage in accordance with the above channel criteria with the exception of the following specific roadside swale criteria.
 - a. Design Capacity. Swales shall be designed to carry a 100-year frequency storm and the back water effects of the most restrictive culvert to be placed in the swale.
 - b. Depth: Shall at all times maintain a minimum depth of thirty inches (30").
 - c. Easements. The entire swale should be contained within the ROW of the road. If the swale cannot be contained additional ROW may be required. A second option would be to provide a minimum sixteen foot (16') drainage easement and the following note on the plat: Note: Drainage easements adjacent to roadways shall not be fenced and must be left so that access can be obtained for maintenance purposes.
2. Driveway Culverts
 - a. Applicability. All driveways and driveway culverts are the responsibility of the individual lot owner or developer. It is the developer's responsibility to ensure that all lot owners are aware of this requirement.
 - b. Material. All culverts shall be made of reinforced concrete, and shall be constructed of Class-III or better. Corrugated Metal Pipe (CMP) may only be used for residential driveways as approved on a case-by-case basis.
 - c. Minimum Size: The minimum allowable culvert size for driveway crossings shall be eighteen inches (18") in diameter.
 - d. Gradient. Culverts shall have a minimum bottom slope of 0.5%.
 - e. Length. Culverts shall not be greater than fifty feet (50').
 - f. Minimum Cover. A minimum of six inches (6") of cover shall be placed above all new culverts below the lowest bank of the ditch.
 - g. Multiple Culverts. Where multiple culverts occur in swales, the ditch bottom must be widened to have a bottom width that is six inches (6") greater on each side than the distance from the outside walls of the outer two culverts. Each culvert shall also be separated by six inches (6") of compacted fill material.
 - h. All driveway culverts must be installed prior to issuance of building permits or construction activities on the individual lot.
3. Crossing Culverts
 - a. Crossing culverts shall be placed to relieve drainage at all low-points and drainage crossings and shall meet the requirements of Section 8.11, Culverts.
 - b. All culverts and related structures that are a part of the road construction shall be in place prior to final acceptance of the improvements for the subdivision.

8.15 DETENTION DESIGN

1. Detention Performance Requirement
 - a. General. Detention shall be configured and sized to meet general detention requirements as stated in Section 8.1.3, which requires 'No Increase in Site Discharge' and 'No Offsite Adverse Impacts' for the 2-, 10-, 25- and 100-year, 24-hour duration frequency storm events. To demonstrate no offsite adverse impacts a downstream impact assessment is required as outlined in Section 8.21.3.
 - b. Drawdown Time. Detention facilities shall be designed to empty the detention volume from the time of peak of complete emptying in less than twenty-four (24) hours.

- c. Freeboard. Dedicated detention/retention basins shall also include an additional one foot (1') of freeboard for the 100-year frequency storm event.
- d. Parking Lot Detention. Storm runoff may be detained within parking lots. The location of ponding areas should be planned to minimize inconvenience to both pedestrians and traffic and the maximum 100-year ponding depth shall be limited to less than eight inches (8").

2. Detention Analysis Requirements

a. Hydrograph Routing

- 1) The volume of detention runoff storage shall be computed using unit hydrograph and storage routing procedures.
- 2) The effects of tailwater or other outlet control considerations should be considered.
- 3) When designing ponds in series (i.e., when the discharge of one pond becomes the inflow of another), the analysis must incorporate the construction of hydrographs for all inflow and outflow components.
- 4) The preferred method to perform this analysis is through application of the NRCS hydrologic method using the Corps of Engineers HEC-HMS models.

- b. Watershed Land Use Conditions. Any off-site areas which drains to the pond shall be assumed to remain in the existing condition for both pre- and post-development conditions.

- c. Watershed Floodplain Models. Where applicable, City of Taylor regulatory models should be used as base models for the impact analysis and drainage design associated with development. Users should be aware that floodplain models provided have been developed on a watershed-wide basis and may therefore not be applicable without modification on a site-by-site basis. Regulatory models used for flood insurances purposes should be obtained directly from FEMA.

3. Detention Design Requirements

a. Embankments

- (1) Minimum Top Widths

Table 8-8: Embankment Top Widths	
Total Height of Embankment (feet)	Minimum Top Width (feet)
0-6	4
6-10	6
10-15	8
15-20	10
20-25	12
25-35	15

- (2) Compaction. The constructed height of an earthen embankment shall be equal to the design height plus the amount necessary to ensure that the design height will be maintained once all settlement has taken place. This amount shall in no case be less than five percent (5%) of the total fill height. All earthen embankments shall be compacted to 95% of maximum density.
- (3) Side Slopes. Earthen embankment side slopes shall be no steeper than 4 horizontal to 1 vertical (4:1) or as recommended from a geotechnical analyses.
- b. Positive Drainage. A detention facility shall have enough gradient to ensure positive drainage to the outlet structures so as to avoid nuisance conditions such as standing water, odors, insects, and weeds. A minimum slope towards the outlet structure of two percent (2.0%) is required for all grass lined areas and of one-half percent (0.5%) for concrete pilot channels.
- c. Detention Pond Inflow. All concentrated flows into a detention pond shall be collected and conveyed into the pond in such a way as to prevent erosion of the side slopes.
- d. Detention Pond Outlet
 - (1) Outlet Pipes. Shall have a minimum diameter of eighteen inches (18") and be constructed of reinforced concrete.
 - (2) Orifice plates. Orifice plates may be used to further restrict flow area but must be assessable for maintenance and removal of storm debris. Orifice openings smaller than twelve inches (12") should not be used.
 - (3) No outlet structure from detention shall be designed to discharge concentrated flow directly onto arterial or collector streets. Such discharges shall be conveyed by a closed conduit to the nearest existing storm drain or channel. If there is no existing storm drain/channel within three hundred feet (300'), the outlet design shall provide for a change in the discharge pattern from concentrated flow back to sheet flow.
 - (4) Outlet Structure Design. There are two basic types of outlet control structures: those incorporating orifice flow and those incorporating weir flow. Rectangular and V-notch weirs are the most common types. Generally, if the crest thickness is more than sixty percent (60%) of the nappe thickness, the weir should be considered broad-crested. The coefficients for sharp-crested and broad-crested weirs vary. The respective weir and orifice flow equations are provided below. Analytical methods and equations for other types of structures shall be approved prior to use.

Rectangular Weir Flow Equation

$$Q = CLH^{3/2} \text{ (Eq. 8-6)}$$

Where:

Q = Weir discharge, cubic feet per second

C = Weir Coefficient (reference source)

L = horizontal length, feet

H = Head on weir, feet

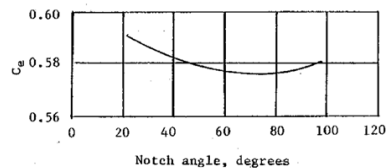
V notch Weir Flow Equation

$$Q = 4.28C_e \tan(\Theta/2) H^{2.5} \text{ (Eq. 8-7)}$$

Where

Q = Weir Discharge, cubic feet per second

C_e = Weir Coefficient, $25^\circ < \Theta < 100^\circ$



Θ = Angle of the weir notch at the apex (degrees)

H = Head on Weir, feet

Orifice flow equation

$$Q = C_o A (2gH)^{0.5} \text{ (Eq. 8-8)}$$

Where

Q = Orifice Flow, cubic feet per second

C_o = Orifice Coefficient (use 0.6 or reference source)

A = Orifice Area, square feet

g = Gravitation constant, 32.2 feet/sec²

H = Head on orifice measured from centerline, feet

4. Detention Pond Maintenance Requirements

- a. Maintenance Access. Detention ponds shall be designed with adequate area around the perimeter for access and maintenance. Ponds shall have a seven foot (7') wide clear perimeter access strip for ponds with depths of five feet (5') or less (back slopes included) and a minimum of fifteen feet (15') wide clear perimeter access strip for ponds over five feet (5') deep or with back slopes in excess of five feet (5') high. Area shall not slope more than five percent (5%).
- b. Maintenance Plan. The owner shall maintain detention/retention facilities. Detention facilities must be properly maintained to function as intended over a long period of time.
 - (1) Facilities should be mowed at least twice a year to control weeds and discourage woody growth. Vegetation within the basin shall not exceed eighteen inches (18") in height at any time.
 - (2) Debris, litter and accumulated sediment should be removed from detention facilities at least twice a year. Particular attention should be given to removal of debris, litter and sediment around inlet and outlet structures.
 - (3) The structural integrity of detention basins and all appurtenances shall be inspected annually, or more frequently if specified.
 - (4) Corrective maintenance shall occur any time detention drawdown does not occur within twenty-four (24) hours.
 - (5) No unvegetated area shall exceed ten square feet (10 sf) to limit soil erosion potential.

- (6) Sediment build-up shall be removed when accumulation exceeds six inches (6") in basins, when sediment traps are full, when sediment causes standing water, or when sediment reduces basin storage by more than ten percent (10%).

8.16 DAM SAFETY

1. Applicability. Any hydraulic structure designed to impound storm water that has a height greater than or equal to six feet (6') at any point along the perimeter to an impoundment is a dam and must be designed to safely pass the minimum design flood hydrograph expressed as a percentage of the Probable Maximum Flood (PMF).
 - a. The height of the hydraulic structure is measured from the top of the structure to the downstream intersection of the structure and the natural or excavated ground, whichever is lower.
 - b. A dam must be designed to pass the PMF as defined in Texas Administrative Code Chapter 299 Dams and Reservoirs (Figure: 30 TAC §299.15(a)(1)(A)).
 - c. The State of Texas has the primary regulatory authority for dams in Texas. The State's Dam Safety Program is under the purview of the TCEQ and Title 30, Chapter 299 of the Texas Administrative Code contains applicable rules. The primary guidance for the analysis of dam performance during a PMF event can be found in the Hydrologic and Hydraulic Guidelines for Dams in Texas. This manual and other dam safety and maintenance manuals are available on the TCEQ's web site at <https://www.tceq.texas.gov/>.
2. Dam Design. TCEQ current Design and Construction Guidelines for Dams in Texas should be referenced for dam design. The following list several important dam design considerations.
 - a. Woody Vegetation Free Zone. Dams shall not be designed or constructed with any trees or other woody vegetation on the dam structure or within twenty feet (20') of the upstream or downstream toe of the dam.
 - b. No permanent irrigation systems. Dams shall not have permanent irrigation systems installed on the dam.
 - c. Vegetation maintenance. Dams must be vegetated with grasses that do not exceed twelve inches (12") in height and can be mowed as frequently as weekly. Examples include Bermuda grass and buffalo grass.

8.17 FLUMES

1. The use of flumes is discouraged. Flumes shall not be permitted when the purpose of a permanent flume is to carry runoff down the sides of earthen channels or detention ponds.
2. A flume may be used to direct overflow runoff along property lines until the runoff can be intercepted by streets or conduits. A flume shall not carry more than ten cubic feet per second (10 cfs) during the 100-year frequency storm event with a slope of one percent (1.0%).
3. All flumes crossing sidewalks shall be covered or bridged such as to minimize danger to pedestrians.
4. All edges are to be protected with rock rip-rap or other form of protection for erosion control and scour purposes.

8.18 LAKES

1. Approval to develop in any area subject to inundation by a lake must be obtained from the appropriate agency responsible for that particular lake before the city grants its approval. Agencies that should be contacted include, but are not limited to U.S. Army Corps of Engineers, TCEQ, the Brazos River Authority, and FEMA.
2. Regardless of approvals obtained from those agencies listed above, no filling, development or construction in any area subject to inundation by a lake shall occur without the approval of the

City Engineer. The City Engineer may require any studies necessary to determine that filling, development or construction will not have a detrimental effect on adjacent, upstream or downstream properties and buildings. This subsection in no way diminishes other requirements of this section.

8.19 LOT TO LOT DRAINAGE

1. A comprehensive grading plan shall be included with subdivision construction plans. The grading plan shall be designed to ensure all lots will adequately drain upon completion of the subdivision improvements.
2. All lots shall be graded from rear to front at which point the drainage shall be intercepted by the street. Alternate grading schemes may be utilized if it can be demonstrated to the satisfaction of the City Engineer that grading from rear to front would be detrimental to trees or other natural features; or it would not be reasonably adaptable to the existing topography because of excessive cuts and fills, or future lot development (i.e. commercial, industrial or multi-family lots).
3. All lots shall be graded at a minimum of one percent (1%). Grading of lots with existing slopes of one percent (1%) or greater will not be required provided the conditions under 8.19.2 above have been satisfied and it is demonstrated to the satisfaction of the City Engineer that there are no existing or proposed features that will prevent the lots from adequately draining.
4. Grading and drainage of all residential lots shall be designed in a manner which will allow a maximum of one lot to drain in a sheet flow manner across an adjacent lot and into a permanent structure, such as a concrete flume, lined channel, or proper inlet to an adequate drainage facility, or to a street right-of-way. If an approved drainage structure is not present, it will be required of the developer to construct the necessary facilities.
5. Surface swales shall be designed and provided along lot lines when more than two lots will be contributing to stormwater runoff at any given point. Side slopes for swales shall not exceed 10:1 (horizontal: vertical) unless otherwise accepted by the City Engineer.
6. Sheet flow techniques shall be used for lot to lot drainage.

8.20 FLOODPLAIN DELINEATIONS

1. City of Taylor
 - a. A floodplain shall be delineated for all waterways with a contributing drainage area greater than sixty-four (64) acres. A waterway is defined as any watercourse, drainage way, branch, creek, or stream including, but not limited to, the limits of the one percent floodplain.
 - b. Floodplain determination shall be based on the 100-year frequency storm event runoff and the existing land use conditions of all properties contributing to the point of consideration.
 - c. The design engineer is responsible for delineating the floodplain based on the most accurate information available.
2. Federal Emergency Management Agency
 - a. The Federal Emergency Management Agency (FEMA) maintains Flood Insurance Rate Maps (FIRMs) that depict floodplain and floodway boundaries. The floodplain and floodway boundaries depicted on FIRMs are based on existing conditions of development in the contributing area at the time the floodplain study that delineated the floodplain was completed.
 - b. FEMA reviews and approves or denies all revisions or amendments to FIRM's. FEMA revises or amends FIRM's by approval of a Letter of Map Amendment (LOMA) or Letter of Map Revision (LOMR). FEMA establishes the process and fees necessary for review of an application for a LOMA or LOMR.
 - c. FEMA reviews the impact of proposed site developments and offers or denies conditional assurance that a FIRM may be changed by the proposed development. FEMA offers this

assurance by a Conditional Letter of Map Amendment (CLOMA) or Conditional letter of Map Revision (CLOMR). The CLOMA or CLOMR is a conditional statement that the FIRM may be changed if: (1) the development is constructed as proposed in the CLOMA/CLOMR application; and (2) a complete LOMA/LOMR is submitted after construction of the proposed development.

- d. As the local floodplain administrator, the City must review and acknowledge certain LOMR or CLOMR requests. The City establishes the process necessary for review of an application for a LOMR or CLOMR.

3. Coordination of City of Taylor and FEMA Floodplain Delineations

- a. The 100-year floodplain as determined in accordance with this Manual is a standard for dedication of drainage easements. This floodplain is theoretically equal to the 100-year floodplain depicted by FEMA on the FIRM. If the floodplain on the FIRM extends beyond a drainage easement required by the Code, or offered by the applicant, then the floodplain depicted on the FIRM must be changed by FEMA. This requirement assures that floodplain boundaries and associated regulations are coordinated between the City of Taylor and FEMA. Floodplain mapping may be changed due to updated analysis of the floodplain under existing conditions, or due to land development activities that alter existing conditions.
- b. If the floodplain depicted on the FIRM is required to be changed due to updated analysis of the floodplain under existing conditions, then the following requirements are applicable:
 - (1) Prior to recordation of a final plat, the applicant must provide to the City a letter of acknowledgement by FEMA of receipt of a complete application for a LOMR.
 - (2) Prior to final acceptance of the construction of the subdivision or issuance of building permits, the applicant must provide to the City evidence of final acceptance by FEMA of the LOMR submitted.
- c. If the floodplain depicted on the FIRM is required to be changed due to land development activities that alter existing conditions, then the following requirements are applicable:
 - (1) Prior to approval of a final plat, the applicant must provide to the City either: evidence that the proposed land development activities do not increase the level of the FEMA floodplain; or a letter of acknowledgement by FEMA of receipt of a complete application for a CLOMR.
 - (2) Prior to the recordation of a final plat, the applicant must provide to the City evidence of approval of the CLOMR.
 - (3) If the final plat is approved before it is determined that a CLOMR is necessary or desired, then prior release of subdivision construction plans, the applicant must provide to the City a letter of acknowledgement by FEMA of receipt of a complete application for a CLOMR.
 - (4) Prior to final acceptance of the construction of the subdivision or issuance of building permits, the applicant must provide to the City evidence of final acceptance by FEMA of the CLOMR submitted, and a letter of acknowledgement by FEMA of a complete application for a LOMR.

8.21 DRAINAGE STUDY GUIDELINES

The purpose of a Drainage Study is to determine the requirements for drainage facilities, floodplain delineation, and/or drainage easements either within the proposed development or offsite. A Drainage Study is required for every subdivision plat or a development requesting a building permit on a parcel which does not have a previously approved Drainage Study, unless the city engineer has waived this requirement due to existing conditions. The Drainage Study shall be sealed and certified by a Professional Engineer licensed by the State of Texas and must be approved prior to Final Plat or issuance of a building permit. The analysis should consist of the following information:

1. Project Location. Provide project location depicted on a 7.5 minute series USGS or aerial map. Include land plan and limit of downstream drainage assessment.
2. Topographic Drainage Area Map: Providing the following:
 - a. Drainage Areas. Include overall drainage areas for the site and off-site areas and indicate area for each.
 - b. Time of Concentration Flow Paths. Depict flow paths with overland, sheet flow, and channel flow paths identified.
 - c. Points of Discharge. Include points of discharge to and from the site, and at other key hydrologic junctions. Points of discharge to directly correlate with discharge summary tables.
 - d. Land use type data. The map must include the subdivision and an area extending a minimum of two-hundred feet (200') in all directions from the proposed subdivision.
 - e. Sheet Size. Sheets shall be 22" X 34" in size and may contain sheet to sheet match lines.
 - f. Contours. The map must include contour lines at two foot (2') vertical intervals. The datum for topography shall be that of the United States Coast and Geodetic Survey or the City of Taylor GIS datum.
 - g. The map shall indicate any offsite or adjoining areas outside the limits of the area being developed which are drainage.
 - h. Show all significant physical features such as proposed or existing drainage and utility easements, water bodies, streams, railroads, parks, and drainage ditches.
 - i. Show location of existing utilities including gas and petroleum lines, electric, telephone and TV cable.
 - j. Show the location of any existing structures located within the area being proposed for development.
 - k. The plan shall include the building footprint and parking areas when the Drainage Study is prepared for a building permit.
 - l. Provide preliminary grading to sufficient detail to depict method proposed to convey stormwater runoff across development and to detention facilities and outfalls. Include arrows indicating the direction of flow. Provide location and footprint of all existing and proposed detention facilities. Provide overflow points and control elevations.
 - m. Floodplain
 - (1) Delineation of the City of Taylor 100-year floodplain for waterways with contributing drainage areas greater than sixty-four (64) acres.
 - (2) Identifying any special flood hazard areas as defined by the FEMA on their current Flood Insurance Rate Map.
3. Drainage Report - Provide the following:
 - a. Provide a narrative with the following information:
 - (1) Acreage to be developed, type of development, and explanation of any proposed project phasing.
 - (2) Watershed in which project is located, general soil conditions, and downstream channel conditions.
 - (3) Methods to be used for handling stormwater runoff (i.e. drainage easements, channels, curb inlets, storm drains, detention, etc.).
 - (4) Justification for exemptions from code requirements.

- (5) Provide a summary assessment of impact of development to upstream and downstream properties and facilities. Provide a downstream drainage assessment as described below.
 - (6) Source of floodplain information (calculations where applicable).
 - (7) Provide other relevant information to demonstrate compliance with the Drainage Design and Analysis Criteria section.
- b. Provide the following calculations:
- (1) Calculations supporting adequacy of existing and proposed on-site channels, storm drains, inlets, culverts, bridges, and other drainage structures.
 - (2) Calculations supporting adequacy of detention pond size. Provide percent impervious cover calculations. Provide hydrologic detention routing assumptions and results. Provide stage-storage-discharge information for detention facilities, including information for each outlet component (i.e. conduit, orifice, weirs, and spillways).
 - (3) Calculations for floodplain modifications and cross sections.
 - (4) Calculations of existing flows. Provide existing and proposed drainage areas, time of concentration calculations, impervious cover, and runoff coefficients. Provide rainfall and hydrograph development assumptions.
 - (5) Calculations of off-site flows.
 - (6) Provide source/documentation for all parameters used in calculations if not in City of Taylor Engineering Manual.
 - (7) Provide hydrologic and hydraulic model files (preferably HEC-HMS and HEC-RAS).
- c. Provide a downstream assessment:
- (1) A downstream drainage assessment shall extend from the outfall of the subdivision to a point downstream, determined by one of two methods:
 - i. Zone of Influence - Point downstream where the discharge from a proposed development no longer has a significant impact upon the receiving stream or storm drainage system. The zone of influence can initially be assumed to be the point where the drainage area controlled by the detention facility comprises ten percent (10%) of the total drainage area.
 - ii. Adequate Outfall - Location of acceptable outfall that does not create adverse flooding or erosion conditions downstream.
 - (2) Downstream Assessment Steps
 - i. Determine the outfall location of the site and the pre- and post-development site conditions.
 - ii. Using a topographic map, determine a preliminary lower limit of the zone of influence using the initial ten percent (10%) estimate.
 - iii. Using a hydrologic model determine the pre-development peak flows at each junction beginning at the development outfall and ending at the next junction beyond the preliminary lower limit of the zone of influence (10% point). Evaluate discharges for the 2-, 10-, 25-, and 100-year frequency storms.
 - iv. Change the land use on the subdivision site to post-development conditions and rerun the model.
 - v. Compare the pre- and post-development peak discharges at the downstream end of the model. If the post-developed flows are higher than the pre-developed flows

for the same frequency event, extend the model downstream. Repeat steps 3 and 4 until the post-development flows are less than the pre-developed flows.

- vi. Add proposed storm water management facilities to the model designed so that the model shows that adverse effects are mitigated. Adverse effects can be shown to be mitigated if peak water surface elevations are not increased off site (< 0.005 foot rise) and if peak flow rates at the downstream limit of the zone of influence are not increased.

4. FEMA Floodplain

- a. FEMA Floodplain. If any portion of the proposed subdivision or its offsite improvements (including pipes or ditches) fall within the limits of a FEMA floodplain, additional backwater calculations will be required. Prior to approval of a final plat, the applicant must provide to the City either: evidence that the proposed land development activities do not increase the level of the FEMA floodplain; or a letter of acknowledgement by FEMA of receipt of a complete application for a CLOMR.
- b. If the floodplain on the FIRM extends beyond a drainage easement required by the Code, or offered by the applicant, then the floodplain depicted on the FIRM must be changed by FEMA. See Section 8.20 for coordination requirements.
- c. Backwater calculations shall comply with normally accepted standards as required by FEMA for application for a Letter of Map Revision (LOMR). In addition, the calculations must begin with a previously defined Base Flood Elevation (BFE). The calculations shall continue upstream through the project until the proposed BFE is within 0.01 feet of the existing BFE or the limits of the existing Zone 'A' have been reached. A LOMR will be required prior to issuing building permits.

8.22 CERTIFICATION

All drainage studies and/or plans including those which are part of a standard construction plan submittal shall be sealed and signed by an engineer proficient in civil engineering and Licensed in the State of Texas. All drainage submittals shall include the following certifying statement by the "Engineer of Record".

DISCLAIMER OF LIABILITY

The degree of flood protection required by this policy is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This policy does not imply that land outside the areas of street rights-of-way, drainage or flood plain easements will be free from flooding or flood damages. This policy shall not create liability on the part of the City of Taylor, Texas or any official or employee thereof for any flood damages that result from reliance on this policy or any administrative decision lawfully made there under.

8.23 TRENCH SAFETY

In conformance with House Bills 662 and 665 as passed by the Seventieth Legislature Regular Session of the State of Texas, all construction projects within the City of Taylor or its extraterritorial jurisdiction as provided by the Municipal Annexation Act (Article 970a, Vernon's Texas Civil Statutes) shall contain provisions for trench safety. On construction projects in which trench excavation will exceed a depth of five feet (5'), the uniform set of general conditions must require that the bid documents and the contract include detailed plans and specifications for adequate safety systems that meet Occupational Safety and Health Administration standards and that these plans and specifications include a pay item for these same safety systems.

STANDARD CONSTRUCTION DETAILS

TABLE OF CONTENTS

ENVIRONMENTAL		
	Stabilized Construction Entrance	EN 001
	Filter Dike Curb Inlet Protection	EN 002
	Silt Fence Detail	EN 003
	Rock Berm Detail	EN 004
PAVING		
	Typical Street Layout and Utility Assignments	PV 001
	Typical Street Section Detail with Standard Curb and Gutter	PV 002
	Typical Street Section Detail with Ribbon	PV 003
	Pavement Sections	PV 004
	Driveway	PV 005
	Sidewalk Details	PV 006
	Standard Curb and Gutter Details	PV 007
	Ribbon Curb Details	PV 008
	Concrete Valley Gutter Detail	PV 009
	Joint Details 1 of 2	PV 010
	Joint Details 2 of 2	PV 011
	Construction Limits at Street Header Barricade	PV 012
	Reinforced Concrete Retaining Wall with Integral Sidewalk	PV 013
	Pavement Subdrain Detail	PV 014

Standard Street Sign Detail	PV 015
Wedge Anchor System	PV 016
UTILITIES	
Typical Utility Assignments	UT 001
Typical Main and Service Locations	UT 002
Typical Trench with Unfinished Surface	UT 003
Typical Trench with Paved Surface	UT 004
Standard Embedment and Encasement	UT 005
Trench Embedment and Pavement Replacement Detail Under Existing Roadway	UT 006
Concrete Trench Cap Detail	UT 007
Manhole and Water Valve Boxout	UT 008
Typical Valve Setting	UT 009
Water Service Casing Detail	UT 010
Single 5/8" or ¾" or 1" Water Meter Detail	UT 011
Single 1-1/2" or 2" Water Meter Details	UT 012
Double 5/8" or ¾" Water Meter Details	UT 013
Typical Water Service - Elevation	UT 014
Concrete Thrust Blocking	UT 015
Flushing Valve Detail	UT 016
3" or Larger Vented Air/Vacuum Valve Installation	UT 017

Standard Fire Hydrant	UT 018
Automatic Flushing Valve	UT 019
WASTEWATER	
Standard Manhole - Plan	UT 200
Standard Manhole - Section	UT 201
Drop Connection Precast Manhole Type "A"	UT 202
Standard Cast-in-Place Manhole	UT 203
Flow Patterns for Invert Channels	UT 204
Standard Wastewater Manhole Set	UT 205
Sewer Service Connection Plan View	UT 206
Sewer Service Connection Section View	UT 207
Sanitary Sewer Cleanout	UT 208
Major Manhole Adjustment	UT 209
Valve Box Adjustment Detail	UT 210
Flexible "Seal Boot" Connector	UT 211
DRAINAGE	
Storm Drain Pipe Embedment Detail	UT 300
Standard Curb Inlet 1 of 2	UT 301
Standard Curb inlet 2 of 2	UT 301
Recessed Curb Inlet	UT 302

Standard 10' Curb Inlet Detail	UT 303
Concrete RIP-Rap Outfall	UT 304
Storm Sewer Manhole- Precast	UT 305
Standard Storm Sewer Manhole Cover (32")	UT 306
Storm Sewer Line Bedding Detail (Non-Paved Surface)	UT 307
Storm Sewer Line Bedding Detail (Paved Surface)	UT 308

GENERAL CONSTRUCTION NOTES
Revised July 2009

1. General Contractor shall call for all utility locates prior to any construction. Water & wastewater owned by the City of Taylor can be located by calling the Utility Department 512-352-3251. Allow three business days for utility locates by the City of Taylor.
2. All construction shall be in accordance with the latest City of Taylor ENGINEERING MANUAL.
3. The contractor shall give the City a minimum of 48 hours notice before beginning each phase of construction. The phases of construction are as follows:
4. Prior to City acceptance of all improvements, all graded and disturbed areas are to be re-vegetated in accordance with the City of Austin Specification Item #604 unless another re-vegetation specification is specifically identified in the plans and/or bid form. When appropriate in the opinion of the Public Works Department, the City of Taylor may require native grasses to be used.
5. The Contractor shall provide the City of Taylor copies of all test results prior to acceptance of this project.
6. City, owner, engineer, contractor, representatives of all utility companies, and a representative from the testing lab shall attend pre-construction conference prior to start of construction. The contractor shall schedule the meeting with the City of Taylor Engineering Department 48 hours prior to this pre-construction meeting (512-352-3633).
7. Excess soil shall be removed at the contractor's expense. Notify the City of Taylor for approval if the disposal site is inside the City's jurisdictional boundaries.
8. Burning is prohibited. No blasting is allowed.
9. Any changes or revisions to these plans must first be submitted to the City by the design engineer for review and written approval.
10. The Contractor will reimburse the City for all cost incurred as a result of any damage to any City utility by the Contractor, regardless of these plans.
11. Prior to City acceptance of this project, an engineer's concurrence letter and 22"x34" record drawings (one Mylar copy, one blue-line or Xerox, and a digital copy on a CD ROM) shall be submitted to the Engineering Department. The Consulting Engineer and Contractor shall verify that all final revisions and changes have been made to the Mylar, blue-line, and digital copy prior

to City submittal. Record construction drawings shall be provided to the City in digital format as AutoCad ".dwg" files, or ESRI ".shp" files on CD ROM. Line weights, line types and text size shall be such that if half-size prints (11" x 17") were produced, the plans would still be legible. All required digital files shall contain a minimum of two (2) control points referenced to the State Plane Grid Coordinate System - Texas Central Zone (4203), in US feet and shall include rotation information and scale factor required to reduce surface coordinates to grid coordinates in US feet. Half-size plans may also be required (see contract).

12. ALL RESPONSIBILITY FOR THE ADEQUACY OF THESE PLANS REMAINS WITH THE ENGINEER WHO PREPARED THEM. IN REVIEWING THESE PLANS, THE CITY OF TAYLOR MUST RELY ON THE ADEQUACY OF THE WORK OF THE DESIGN ENGINEER.
13. A traffic control plan, in accordance with the Texas Manual on Uniform Traffic Control Devices, shall be submitted to the City for review and approval prior to any partial or complete roadway closures.
14. The contractor shall keep the site clean and maintained at all times, to the satisfaction of the City. This project will not be accepted until the site has been cleaned and re-vegetated to the satisfaction of the City.
15. Signs are not permitted in Public Utility Easements or Drainage Easements.
16. Inspect temporary erosion controls on a daily basis. Adjust the controls and/or remove any sediment buildup as necessary.
17. Contractor will be responsible for keeping roads and drives adjacent to and near the site free from soil, sediment and debris. Contractor will not remove soil, sediment or debris from any area or vehicle by means of water, only shoveling and sweeping will be allowed. Contractor will be responsible for dust control from the site.
18. The Contractor shall be responsible for all damage to private property, which occurred as a result of any portion of this project. Any damage to private property shall be repaired to equal or better condition. The Contractor shall coordinate all repairs to private property with the property owner. Contractor shall pay and/or settle with private property owner for all costs related to any damage. The City will not provide separate pay for repair of any damages, reimbursements or settlements.
19. Contractor shall provide the services of the City's approved SCADA consultant and controls instrumentation consultant. (When applicable to SCADA) The cost of the consultant and/or any equipment shall be subsidiary to the cost of the project (no separate pay) unless specifically identified on the bid form.
20. Contractor shall be responsible for any and all utility relocations. Including but not limited to: ONCOR Electric, ATMOS Gas, AT&T Telephone, United States Post Office, Time Warner Cable Television, City of Taylor Water & Wastewater. Contractor shall call 800-DIG-TESS and maintain all confirmation numbers.
21. If telephone service is required by this project, the contractor shall coordinate with phone company to provide/extend/re-locate the service. No separate pay will be provided and the City shall not be responsible for scheduling or coordinating with phone company.
22. Electric and/or telephone poles that need to be re-located for this project will be at the expense of the contractor. The City of Taylor will not provide separate pay for pole re-location and the cost of the relocation is considered subsidiary to the project bid. The contractor is responsible for identifying poles that may conflict with these plans and making arrangements to resolve the conflict with the appropriate utility. If electric, telephone, or CATV service will be interrupted as a result of the re-location; the City shall approve the maximum allowable time the service will be interrupted.
23. The contractor shall make applications to the electric company for electric service if new service is required. The City will assume the service upon acceptance of the project (if required). The contractor will pay for electric power until the meter is transferred to the City of Taylor. Impact

fees and Application Fees required by the electric company will be the responsibility of the Contractor unless specifically identified in the contract.

24. The contractor shall provide combination locks for all gates, hatches, vaults, and MCC boxes. Each lock shall be pre-approved and set to the City's requirements. (No separate pay)
25. All work on these plans shall be performed. Pay for work shown on these plans, which are not identified in the contract, shall be considered incidental to the items specifically identified for payment.
26. The contractor shall provide a competent and qualified superintendent to supervise all work. The superintendent shall be present during all construction activities.
27. Any survey monuments damaged or moved as a result of this project shall be replaced to equal or better condition. A Texas Registered Land Surveyor shall oversee the replacement and certify the replacement for its intended use. No separate pay will be provided.
28. Adequate drainage conditions, in accordance with the City Engineering Manual, shall be maintained at all times.
29. Any tree removed or damaged by this project, which is not specifically identified to be removed by the plans, will be replaced according to the requirements of the City of Taylor Code of Ordinances. No separate pay will be provided.
30. **The contractor shall uncover all utilities within the limits of construction and verify their location prior to any construction activities. The contractor shall notify the City and the Engineer, IN WRITING, of any conflicts prior to any other construction including but not limited to exact locations of conflicts with proposed or existing utilities. No additional pay unless specifically identified for payment in the contract documents. The contractor shall also make his own sub-surface investigation prior to bid.**
31. Only stainless steel casing spacers are allowed in encasement pipe(s).
32. No separate pay will be given to de-water trenches or other excavated areas.
33. Soil material imported for re-vegetation of disturbed areas shall be approved by the Public Works department prior to placement. A sample (submittal) is required.
34. The contractor shall perform pumping stations and/or lift station start-up independently: prior to requesting witness or acceptance by the City. When a final start-up fails to be complete and acceptable and when City personnel are present at start-up, each additional start-up will be charged to the contractor, as liquidated damages, \$500.00 per additional meeting.
35. Shutout of any customers of the City's utility due to tie-ins shall only be scheduled for nighttime work unless approved by the Engineering Department. The City's field representative shall coordinate and inspect all nighttime shutouts and tie-ins. The contractor shall request shutouts two weeks in advance. Shutouts will only be allowed in the following times and are subject to approval by the City: 10 PM - 6 AM; beginning on Tuesday, Wednesday or Thursday night(s). No extra time will be granted to the contract for unscheduled work in the time period allowed or due to requests outside the approved time periods.

Street Notes:

1. No trenching of compacted base will be allowed. A penalty and/or fine may be imposed to the general contractor if trenching of compacted base occurs without City approval, regardless of who performed the trenching.
2. All sidewalks shall comply with the Americans With Disabilities Act. The City of Taylor has NOT reviewed these plans for compliance with the Americans With Disabilities Act, or any other accessibility legislation, and does not warrant or approve these plans for any accessibility standards.

3. Street barricades shall be installed on all dead end streets and as necessary during construction to maintain job safety.
4. Any damage caused to existing pavement, curbs, sidewalks, ramps, etc., shall be repaired by the contractor to the satisfaction of the City prior to acceptance of this project.
5. Density testing of compacted subgrade material, first course and second course compacted base, shall be made at 500 foot intervals. Any failed tests will be re-tested at the expense of the contractor.
6. The contractor shall coordinate with the City's field representative 48 hours prior to scheduled density testing. The City's field representative shall witness all testing.
7. The CONTRACTOR shall schedule all testing with an approved materials testing laboratory and notify the City's field representative of the time and location of all tests.
8. Traffic control signs and pavement markings in accordance with the Texas Manual on Uniform Traffic Control Devices to be installed as directed by the City of Taylor prior to City acceptance of this project.
9. Slope of natural ground adjacent to the right-of-way shall not exceed 4:1. If a 4:1 slope is not possible, a retaining wall or some other form of slope protection approved by the City shall be placed in a location acceptable to the City.
10. The City, engineer, contractor, and a representative from the testing lab shall attend a pre-paving conference prior to the start of paving. The contractor shall give the City's field representative 48 hours notice prior to this meeting.
11. Failed tests shall be the financial responsibility of the contractor.

Wastewater Notes:

1. The contractor, with City approval, shall raise manhole frames and covers and water valve boxes to finished pavement grade at the contractor's expense. All utility adjustments shall be completed prior to final paving construction.
2. The location of any existing utility lines shown on these plans may not be accurate. Any damage to existing utility lines, both known and unknown, shall be repaired at the expense of the contractor. The contractor shall locate all utilities prior to bidding the project.
3. All iron pipe and fittings shall be wrapped with at least 8-mil polyethylene wrap, according to the COA Specification.
4. All water mains, wastewater mains and service lines shall meet City of Taylor minimum cover specifications. All streets are to be cut to subgrade prior to installation of water mains.
5. All wastewater lines shall be TV Video taped according to COA 510. The contractor shall supply two copies to the City's Field Representative.
6. Gasketed PVC sewer main fittings shall be used to connect SDR-35 PVC to SDR-26 PVC pressure pipe or C-900.
7. SDR-35 WW is not allowed.
8. All sanitary sewers, excluding service lines, shall be mandrel tested per TCEQ criteria. A mandrel test will not be performed until backfill has been in place for a minimum of 30 days.
9. All sanitary sewers, including service lines, shall be air tested per City of Austin Standard Specifications.
10. Density testing of compacted backfill shall be made at a rate of one test per two foot lifts per 500 feet of installed pipe, unless specified otherwise by the City.
11. City to be given 48 hours notice prior to all testing of water and wastewater lines. City inspection is required for all testing of water and wastewater lines.

12. Water or wastewater line crossings shall be installed per TCEQ requirements.
13. All manhole lids outside the pavement shall be bolted.
14. Contractor to notify City of Taylor 48 hours prior to connecting to existing utilities. Inspection of connections to existing utilities is required.
15. All pipe bedding material shall conform to City of Austin Standard Specifications.
16. Unless otherwise specified by the Engineer all concrete is to be Class "A" (5 sack, 3000 psi ~ 28-days), and all reinforcing steel to be ASTM A615 60.
17. Piping in and around lift station valve vaults will be painted and/or coated to the City's specifications.
18. MCC's, junction boxes or any housing for electrical components shall be NEMA 4X stainless steel. Painted metal or any other type of box will not be accepted unless specifically identified in the plans.

Water Notes:

1. The top of valve stems shall be at least 18", and no more than 36", below finished grade. Valve stem risers shall be welded on each end to the City's satisfaction.
2. Fire hydrant leads to be ductile iron, Class 350, and installed per City of Taylor standard specifications and detail.
3. The contractor shall provide cuts for all water lines and FH bury lines in accordance with the contract.
4. Approved 5 1/4" fire hydrants: American Flow Control, B84B Mueller Company, Super Centurion 250, Clow Medallion Hydrant.
5. *All fire hydrants must meet City of Taylor thread specifications (National Thread)
6. *Blue reflector markers shall be located on the centerline of the pavement across from all fire hydrants. Pavement markers at intersections shall be four-sided.
7. All water lines, including service lines, shall be pressure and leak tested per City of Austin Standard Specifications and witnessed by the City of Taylor representative. All failed tests shall be the fiscal responsibility of the contractor, and the contractor may be required to re-test lines if the testing is not witnessed by the City. Contractor must notify the City of Taylor 48 hours prior to any testing.
8. All water lines shall be sterilized and bacteriologically tested in accordance with City of Austin Standards. The contractor is responsible for sterilization and the City of Taylor is responsible for submitting bacteriological samples to the State unless otherwise approved by the Engineering department.
9. All water valve risers not in pavement shall be set in concrete in accordance with the City's specifications and details. The standard detail is available on the City's web site.
10. Density testing of compacted backfill shall be made at a rate of one test per two foot lifts per 500 feet of installed pipe unless otherwise approved by the Public Works department.
11. Contractor to obtain a water meter from the City of Taylor for any water that may be required during construction. (512-352-3251)
12. All water pipe and appurtenances larger than 12" shall have a maximum operating pressure greater than 250 psi unless specifically identified on the bid form.
13. Manhole frames and covers and water valve boxes shall be raised to finished pavement grade at the contractor's expense with City inspection. All utility adjustments shall be completed prior to final paving construction.

14. The location of any existing utility lines shown on these plans is the best available and may not be totally accurate. Any damage to existing utility lines, both known and unknown shall be repaired at the expense of the contractor. The Engineer and/or the City make no guarantee or warranty to the accuracy of these plans.
15. All iron pipe and fittings shall be wrapped with at least 8-mil polyethylene wrap in accordance with the COA specification.
16. All water mains, wastewater mains and service lines shall meet City of Austin Specifications minimum cover requirements. All streets are to be cut to subgrade prior to installation of water mains.
17. City to be given 48 hours notice prior to all testing of water and wastewater lines. City inspection is required for all testing of water and wastewater lines.
18. All water valves over 24" in size shall have a by-pass line and valve installed. By-pass valves and lines are subsidiary to the cost of the valve unless specifically identified on the bid form.
19. Contractor to notify City of Taylor 48 hours prior to connecting to existing utilities. Inspection is required.
20. All pipe bedding material shall conform to City of Taylor Standard Details.
21. Tracer tape shall be installed on all water and wastewater mains in accordance with City of Austin Standards regardless of the type of pipe or depth of pipe installed.
22. Unless otherwise specified by the Engineer all concrete is to be Class "A" (5 sack, 3000 psi ~ 28-days), and all reinforcing steel to be ASTM A615 60.
23. The City considers protection of its water system paramount to construction activities. City personnel will operate, or authorize the contractor to operate, all water valves that will pass through the City's potable water. The contractor may not operate any water valve, existing or proposed, that will allow water from the City's water system to flow to a proposed or existing water system without the express consent of the City. Notify the City two business days in advance of any request to operate a water valve. The general contractor may be fined \$500 or more, including additional theft of water fines, if a water valve is operated in an unauthorized manner, regardless of who operated the valve.

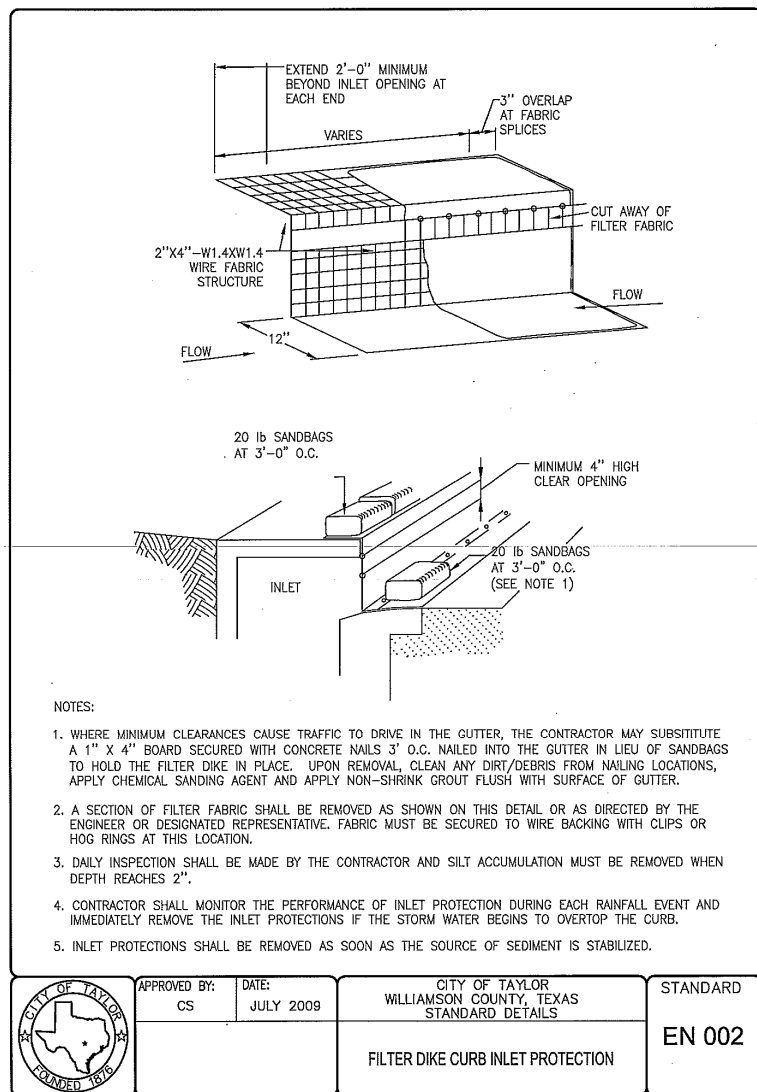
Storm Sewer Notes:

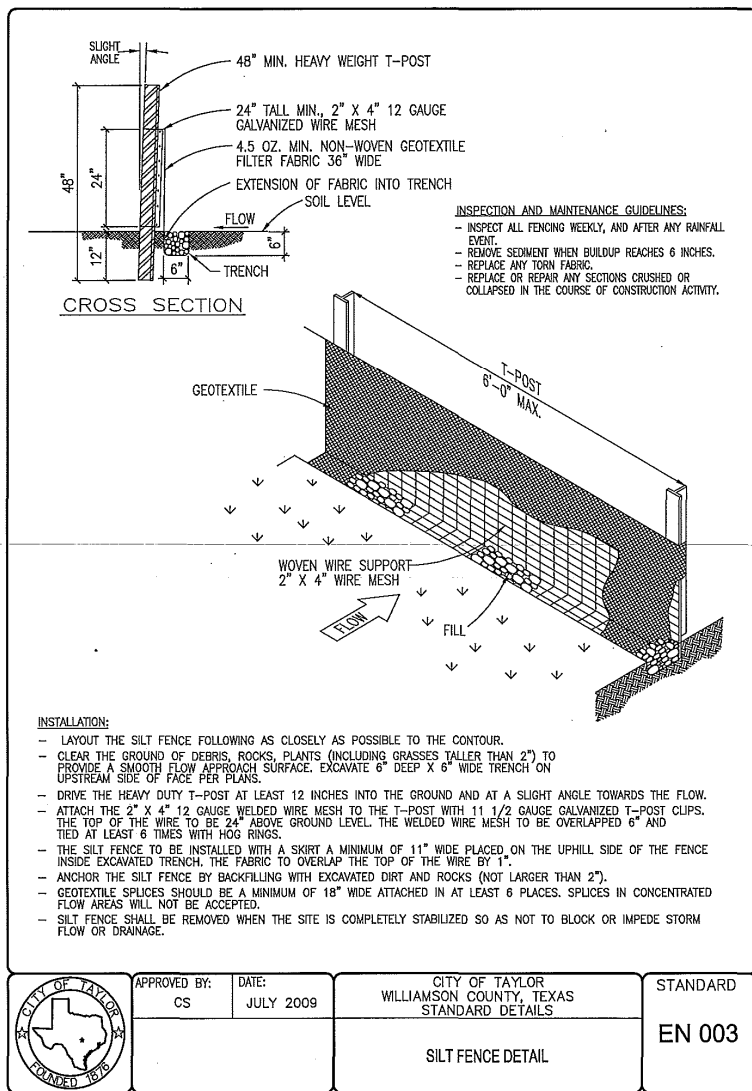
1. The contractor with City inspection shall raise manhole frames and covers and water valve boxes to finished pavement grade. All utility adjustments shall be completed prior to final paving construction. The contractor will backfill around manholes and junction boxes with Class A concrete.
2. All manhole lids shall be 32" or larger, unless expressly approved in writing by the Engineering Department. All lids outside the pavement will be bolted.
3. The location of any existing utility lines shown on these plans is the best available and may not be totally accurate. Any damage to existing utility lines, both known and unknown, shall be repaired at the expense of the contractor.
4. Contractor to notify City of Taylor 48 hours prior to connecting to existing utilities.
5. All pipe bedding material shall conform to City of Taylor Standard Details.
6. Unless otherwise specified by the Engineer all concrete is to be Class "A" (5 sack, 3000 psi ~ 28-days), and all reinforcing steel to be ASTM A615 60.
7. Contractor to install and maintain geo-textile fabric barrier (inlet protection) around storm sewer leads and inlets to prevent silt and other material from entering the storm sewer collection system.

INSTALLATION:
 - CLEAR THE AREA OF DEBRIS, ROCKS OR PLANTS THAT WILL INTERFERE WITH INSTALLATION.
 - GRADE THE AREA FOR THE ENTRANCE TO FLOW BACK ON TO THE CONSTRUCTION SITE. RUNOFF FROM THE STABILIZED CONSTRUCTION ENTRANCE ONTO A PUBLIC STREET WILL NOT BE ACCEPTED.
 - PLACE GEOTEXTILE FABRIC AS APPROVED BY THE CITY.
 - PLACE ROCK AS APPROVED BY THE CITY.

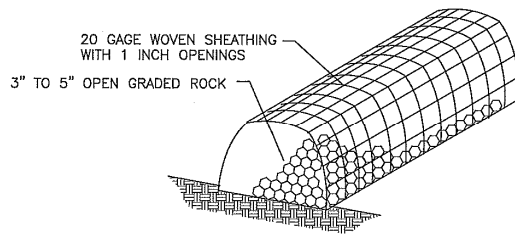
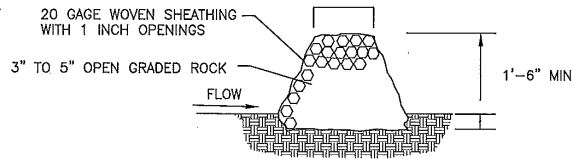
INSPECTIONS AND MAINTENANCE GUIDELINES:
 - THE ENTRANCE SHOULD BE MAINTAINED IN A CONDITION, WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT.
 - ALL SEDIMENT SPILLED, DROPPED, WASHED OR TRACKED ON TO PUBLIC RIGHTS-OF-WAY SHOULD BE REMOVED IMMEDIATELY BY CONTRACTOR.
 - WHEN NECESSARY, WHEELS SHOULD BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHTS-OF-WAY.
 - WHEN WASHING IS REQUIRED, IT SHOULD BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN.
 - ALL SEDIMENT SHOULD BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATER COURSE BY USING APPROVED METHODS.

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
	CS	JULY 2009	STABILIZED CONSTRUCTION ENTRANCE	EN 001





Field Code Changed



INSTALLATION:

- LAYOUT OF ROCK BERM FOLLOWING AS CLOSELY AS POSSIBLE TO THE CONTOUR.
- CLEAR THE AREA OF DEBRIS, ROCKS OR PLANTS THAT WILL INTERFERE WITH INSTALLATION.
- PLACE WOVEN WIRE FABRIC ON THE GROUND ALONG THE PROPOSED INSTALLATION WITH ENOUGH OVERLAP TO COMPLETELY ENCIRCLE THE FINISHED SIZE OF THE BERM.
- PLACE THE ROCK ALONG THE CENTER OF THE WIRE TO THE DESIGNATED HEIGHT.
- WRAP THE STRUCTURE WITH THE PREVIOUSLY PLACED WIRE MESH SECURE ENOUGH SO THAT WHEN WALKED ACROSS THE STRUCTURE RETAINS IT'S SHAPE.
- SECURE WITH TIE WIRE.
- THE ENDS OF THE BERM SHOULD BE TIED INTO EXISTING UPSLOPE GRADE AND THE BERM SHOULD BE BURIED IN A TRENCH APPROX. 4 INCHES DEEP TO PREVENT FAILURE OF THE CONTROL.
- THE ROCK BERM SHOULD BE LEFT IN PLACE UNTIL ALL UPSTREAM AREAS ARE STABILIZED AND ACCUMULATED SILT IS REMOVED.

INSPECTIONS AND MAINTENANCE GUIDELINES:

- INSPECTION SHOULD BE MADE WEEKLY AND AFTER EACH RAINFALL EVENT BY THE RESPONSIBLE PARTY. FOR INSTALLATION IN STREAM BEDS, ADDITIONAL DAILY INSPECTIONS SHOULD BE MADE.
- REMOVE SEDIMENT AND OTHER DEBRIS WHEN BUILDUP REACHES 6 INCHES AND DISPOSE OF THE ACCUMULATED SILT IN AN APPROVED MANNER.
- REPAIR ANY LOOSE WIRE SHEATHING.
- THE BERM SHOULD BE RESHAPED AS NEEDED DURING INSPECTION.
- THE BERM SHOULD BE REPLACED WHEN THE STRUCTURE CEASES TO FUNCTION AS INTENDED DUE TO SILT ACCUMULATION AMONG THE ROCKS, WASHOUT, CONSTRUCTION TRAFFIC DAMAGE, ETC.



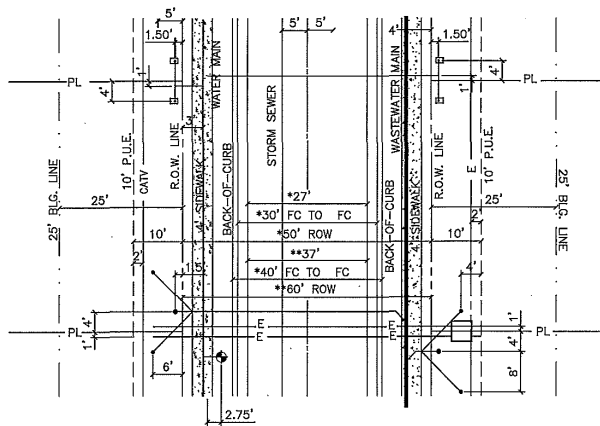
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

ROCK BERM DETAIL

STANDARD

EN 004



MINIMUM COVER BELOW FINISH-GRADE

ELECTRIC PRIMARY	36"
ELECTRIC SECONDARY	24"
WATER	48"
WASTEWATER	48"
STORM SEWER	36"
GAS	24"
TELECOMMUNICATIONS	24"



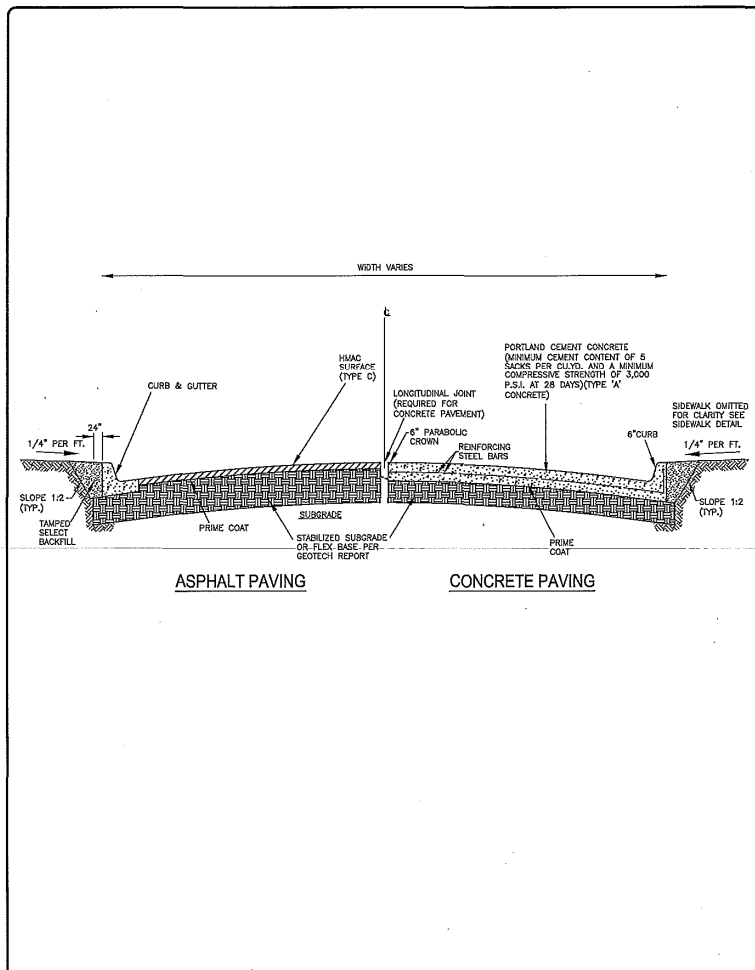
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

TYPICAL STREET LAYOUT
AND UTILITY ASSIGNMENTS

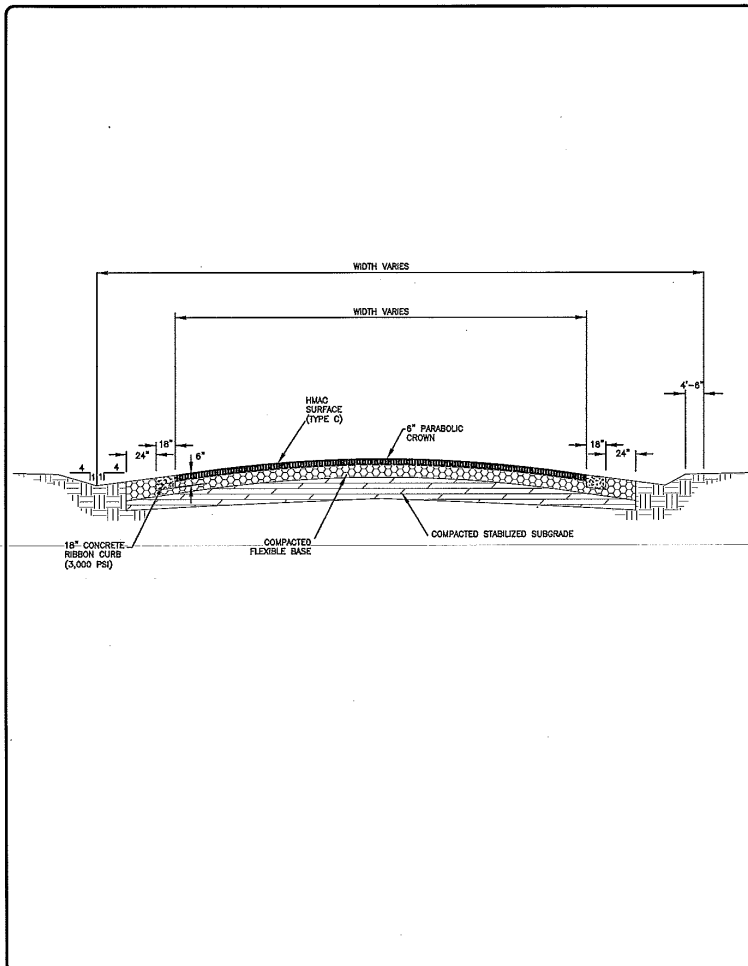
STANDARD

PV 001



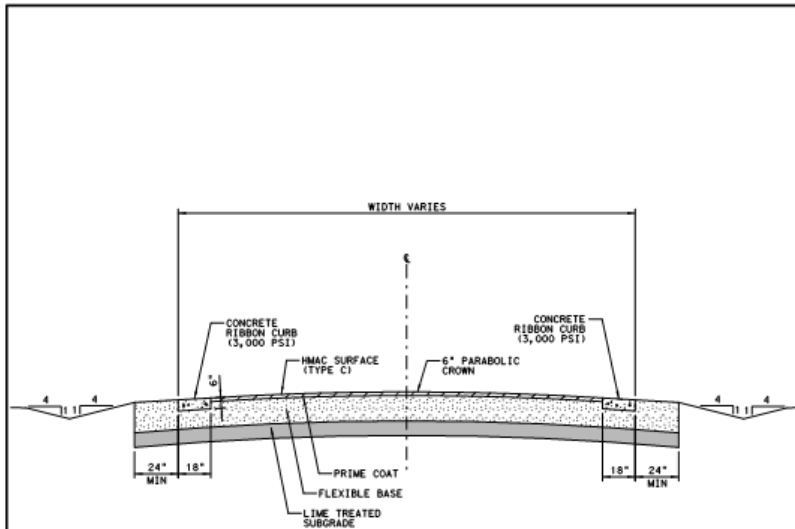
	APPROVED BY: CS	DATE: JULY 2009	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS TYPICAL STREET SECTION DETAIL W / STANDARD CURB & GUTTER	STANDARD PV 002
---	--------------------	--------------------	---	------------------------

PV002



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD PV 003
	CS	JULY 2009		

TYPICAL STREET SECTION DETAIL
W / RIBBON CURB



ASPHALT PAVEMENT SECTION

LOCAL STREET ASPHALT PAVEMENT SECTION:

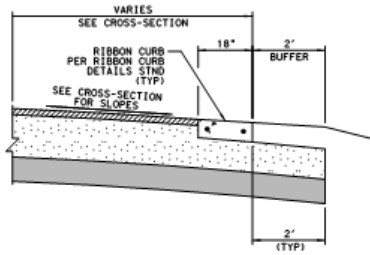
TWO (2") INCHES TYPE "C" HMA
 FOURTEEN (14") INCHES MINIMUM THICKNESS
 FLEXIBLE BASE (LIFT THICKNESS 4" TO 6")
 EIGHT (8") INCHES MINIMUM THICKNESS LIME TREATED
 SUBGRADE

COLLECTOR STREET ASPHALT PAVEMENT SECTION:

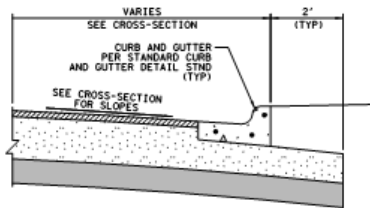
THREE (3") INCHES TYPE "C" HMA
 EIGHTEEN (18") INCHES MINIMUM THICKNESS FLEXIBLE BASE
 (LIFT THICKNESS 4" TO 6")
 EIGHT (8") INCHES MINIMUM THICKNESS LIME TREATED
 SUBGRADE

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
		DECEMBER 2020		PV003

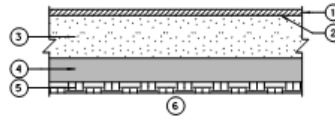
**TYPICAL STREET SECTION DETAIL
 W/ RIBBON CURB**



TYPICAL STREET SECTION
WITH RIBBON CURB



TYPICAL STREET SECTION
WITH STANDARD CURB AND GUTTER

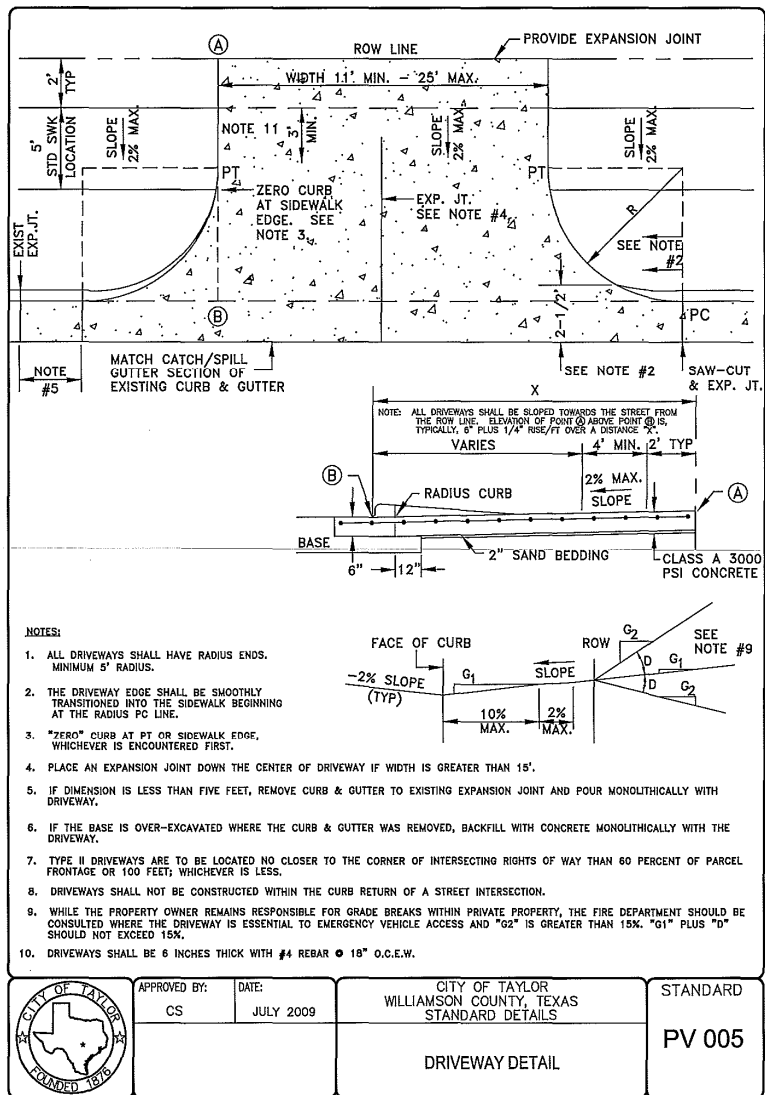


HMAC PAVEMENT SECTION

NOTES:

- ① TYPE "C" HOT MIX ASPHALTIC CONCRETE ACCORDING TO TxDOT SPECIFICATION FOR "DENSE-GRADED HOT-MIX ASPHALT".
- ② MC-30 PRIME COAT ACCORDING TO TxDOT SPECIFICATION "PRIME COAT" WILL BE APPLIED AT A RATE OF 0.25 GALLON/SQUARE YARD. (RATE WILL BE ADJUSTED IN THE FIELD TO PROVIDE UNIFORM COVERAGE WITHOUT RUNOFF AS APPROVED BY THE ENGINEER).
- ③ FLEXIBLE BASE ACCORDING TO TxDOT SPECIFICATION FOR "FLEXIBLE BASE". LIFT THICKNESS TO BE 4" TO 6", AND EACH LIFT COMPACTED TO 100% FOR THE MAXIMUM DRY DENSITY. USE TYPE A, GRADE 5 UNLESS OTHERWISE SHOWN. EXTEND BASE TWO FEET (24") INCHES PAST THE BACK OF CURB LINE.
- ④ LIME TREATED SUBGRADE ACCORDING TO TxDOT SPECIFICATION "LIME TREATMENT (ROAD MIXED)". APPLY LIME AT THE RECOMMENDED PERCENTAGE STATED IN THE APPROVED PAVEMENT DESIGN REPORT. ADJUST LIME APPLICATION AS DIRECTED BY THE CITY DURING CONSTRUCTION.
- ⑤ FILL SECTIONS WILL BE FREE OF VEGETATION OR ORGANICS. PROVIDE THE REQUIRED DENSITY AND MOISTURE CONTROL FOR THE SUBGRADE BASED ON THE PLASTICITY CHARACTERISTICS OF THE APPROVED SUBGRADE MATERIAL. SPRINKLE THE SUBGRADE MATERIAL AND COMPACT TO THE EXTENT NECESSARY TO PROVIDE THE DENSITY SPECIFIED IN THE ENGINEERING MANUAL FOR THE SPECIFIC STREET CLASSIFICATION USED.
- ⑥ EXISTING UNDISTURBED SOIL.

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
		DECEMBER 2020		
	PAVEMENT SECTIONS			PV004

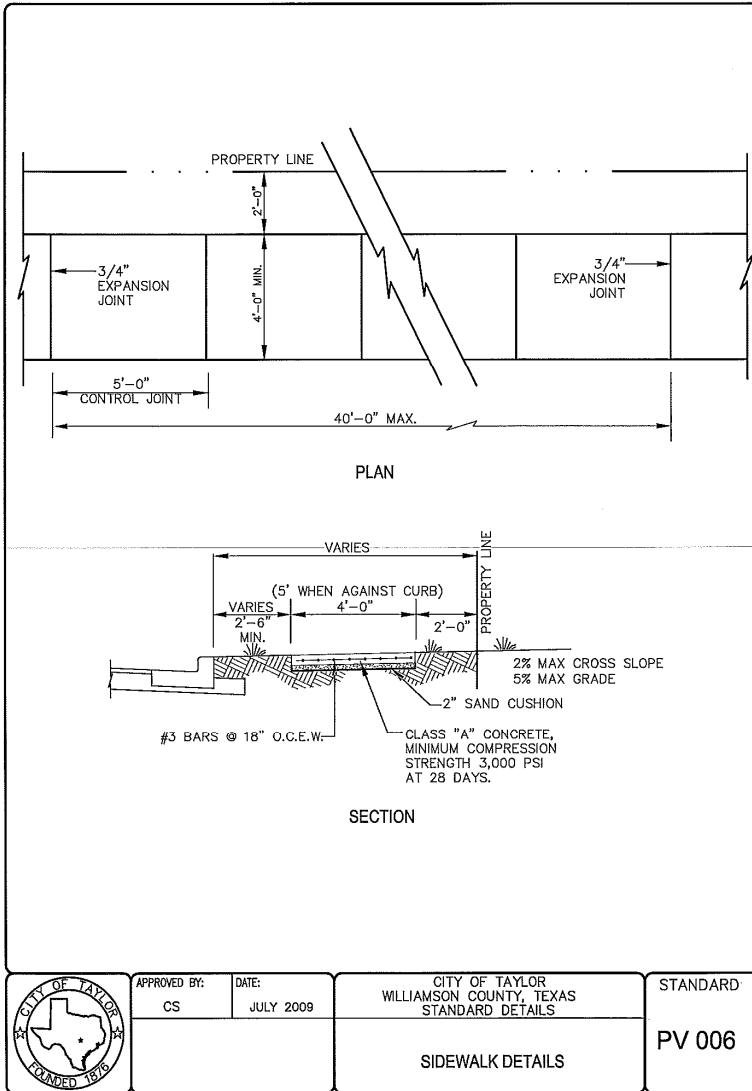


APPROVED BY: CS
DATE: JULY 2009

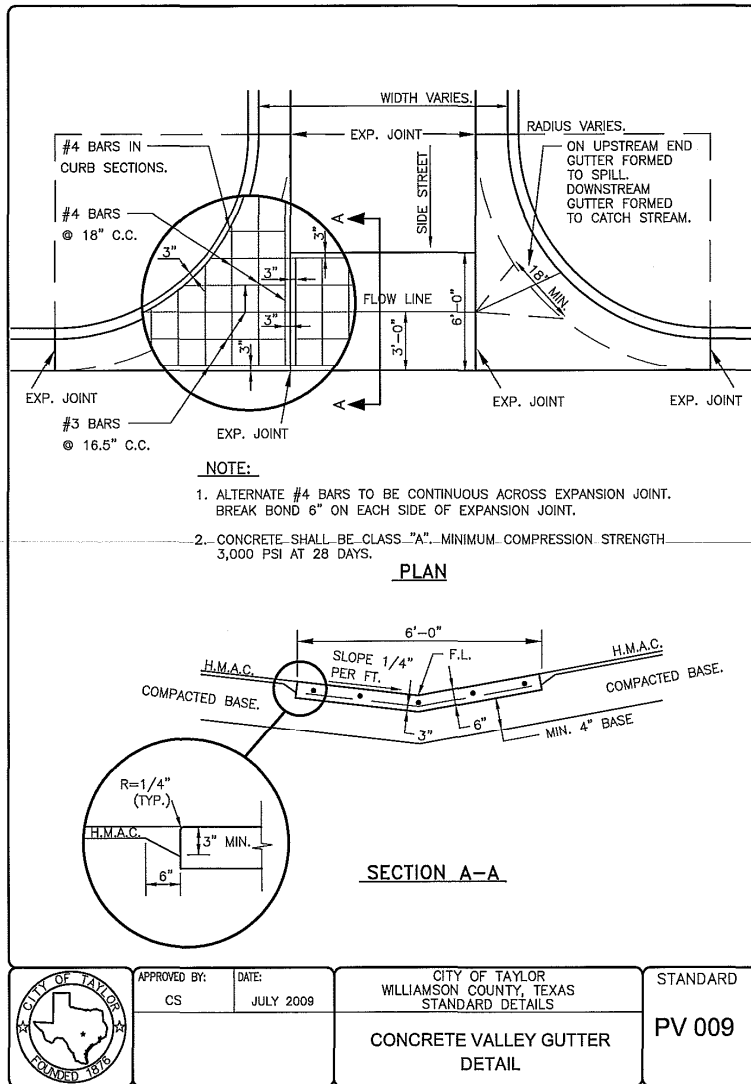
CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

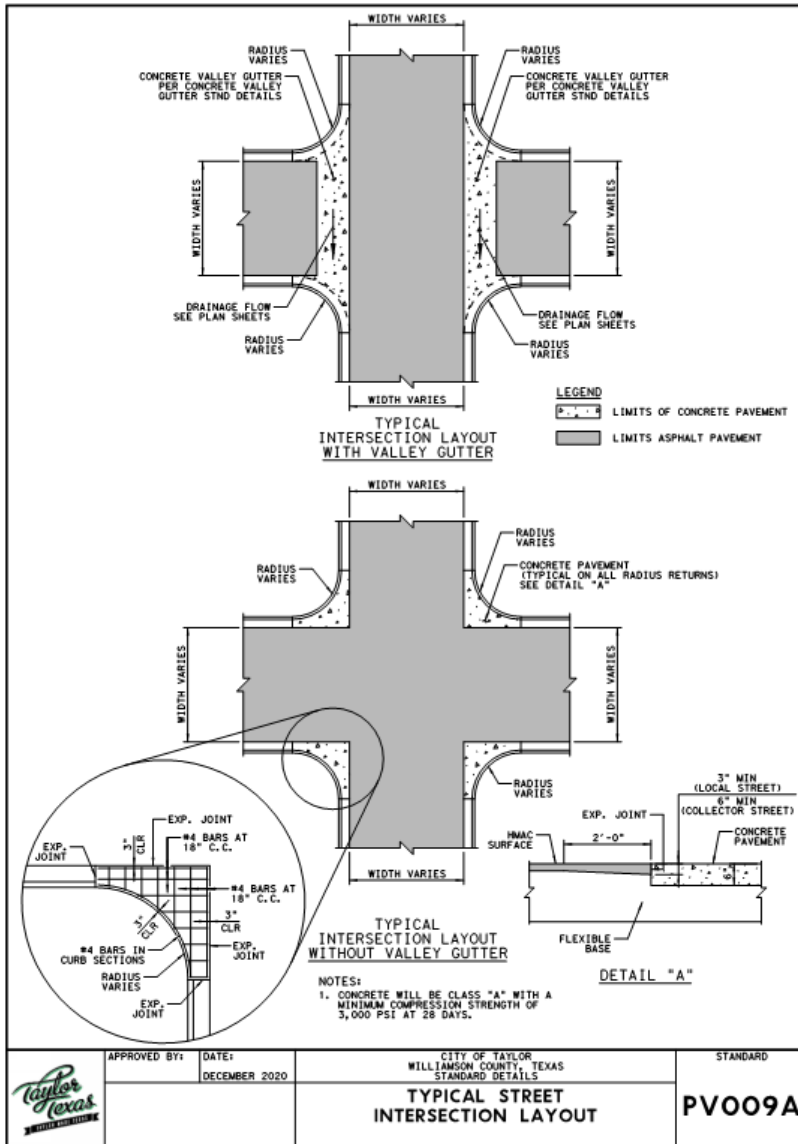
DRIVEWAY DETAIL

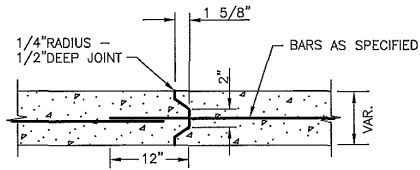
STANDARD
PV 005



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD PV 008
	CS	JULY 2009		







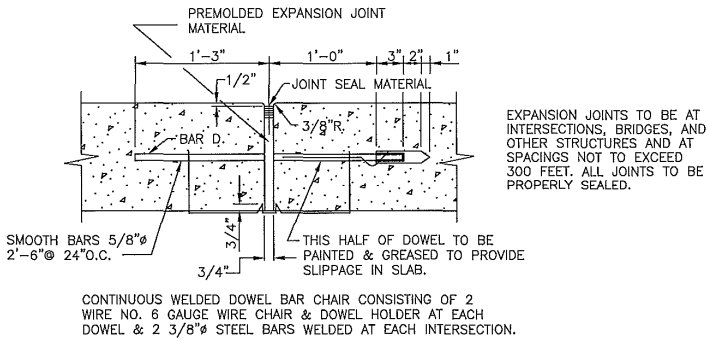
NOTE:
CONTRACTOR SHALL PROVIDE TRANSVERSE CONSTRUCTION JOINT SIMILAR IN
DETAIL TO LONGITUDINAL CONSTRUCTION JT. OR EXPANSION JT. AT THE END
OF EACH DAYS POUR OR WHEN DIRECTED BY ENGINEERS.

GENERAL NOTES:

1. CONCRETE OR BRICK CHAIRS APPROVED BY THE ENGINEER SHALL BE USED TO SUPPORT REINFORCING STEEL AND SHALL BE PLACED AT THE INTERSECTION OF LONGITUDINAL AND TRANSVERSE BARS AT SPACING AT 3'-8" LONGITUDINALLY AND 4'-0" TRANSVERSELY.
2. PAVEMENT LAYOUT WILL NECESSITATE THAT ALL CONSTRUCTION AND WARPING JOINTS COINCIDE WITH LANE LINES - THRU LANE CONSTRUCTION WILL BE CONTINUOUS WITH ALL LEFT TURN LANES AND TRANSITIONS TO BE POURED AS FILL-INS SUBJECT TO APPROVAL BY THE ENGINEER.
3. ALL TRANSVERSE AND LONGITUDINAL CONTRACTION JOINTS SHALL BE SPACED NOT TO EXCEED 20 FEET AND SHALL BE SAWED WITHIN 24 HOURS FOLLOWING CONCRETE PLACEMENT.

LONGITUDINAL CONSTRUCTION JOINT

NOT TO SCALE



EXPANSION JOINT

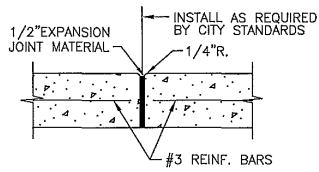
NOT TO SCALE



APPROVED BY:	DATE:
CS	JULY 2009

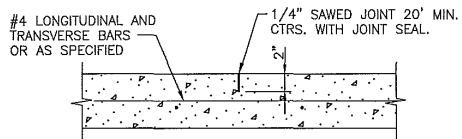
CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
JOINT DETAILS (1 OF 2)

STANDARD
PV 010



**CURB & GUTTER
EXPANSION JOINT DETAIL**

NOT TO SCALE



CONTRACTION JOINT DETAIL

NOT TO SCALE



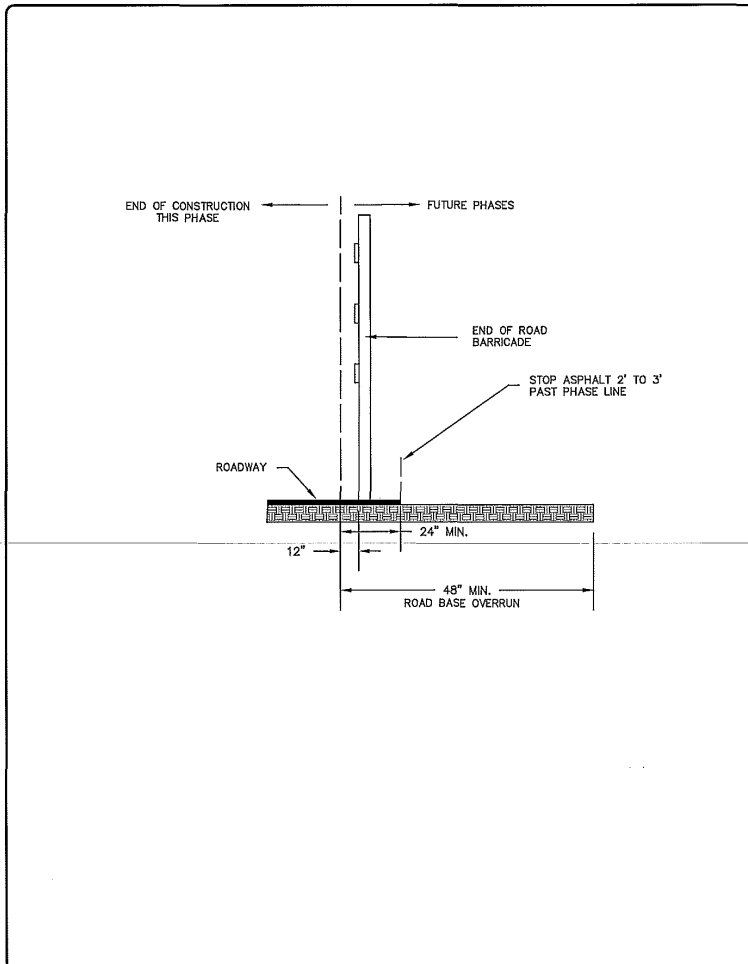
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

JOINT DETAILS (2 OF 2)

STANDARD

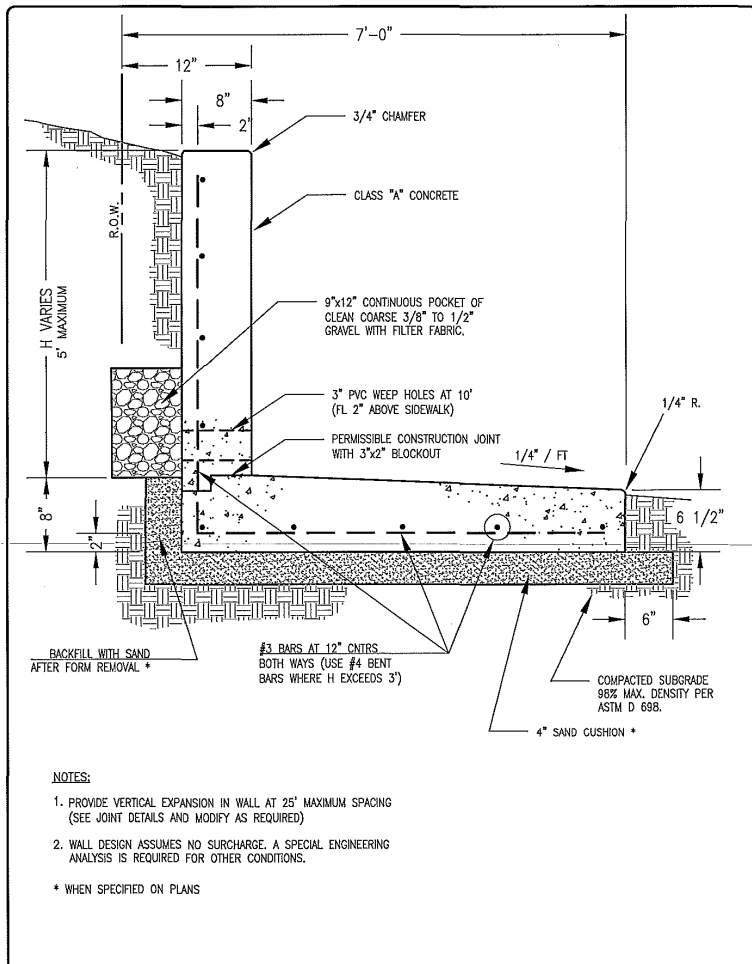
PV 011



APPROVED BY:	DATE:
CS	JULY 2009

CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
CONSTRUCTION LIMITS AT STREET HEADER WITH BARRICADE

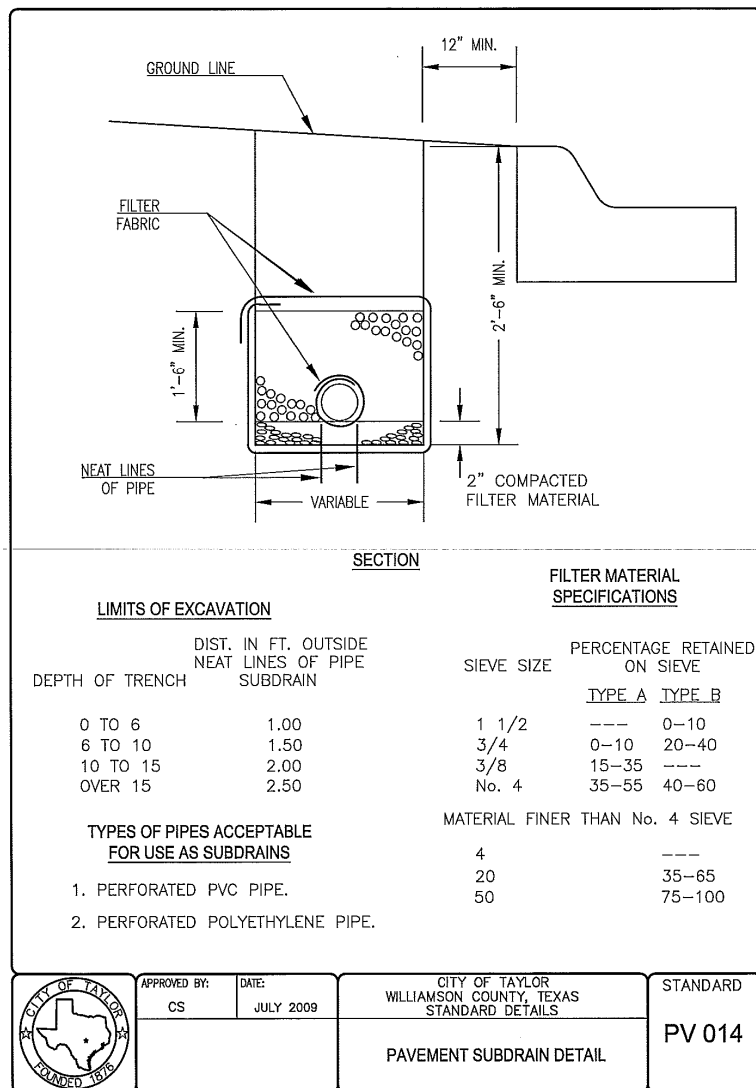
STANDARD
PV 012



APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS
REINFORCED CONCRETE RETAINING
WALL WITH INTEGRAL SIDEWALK

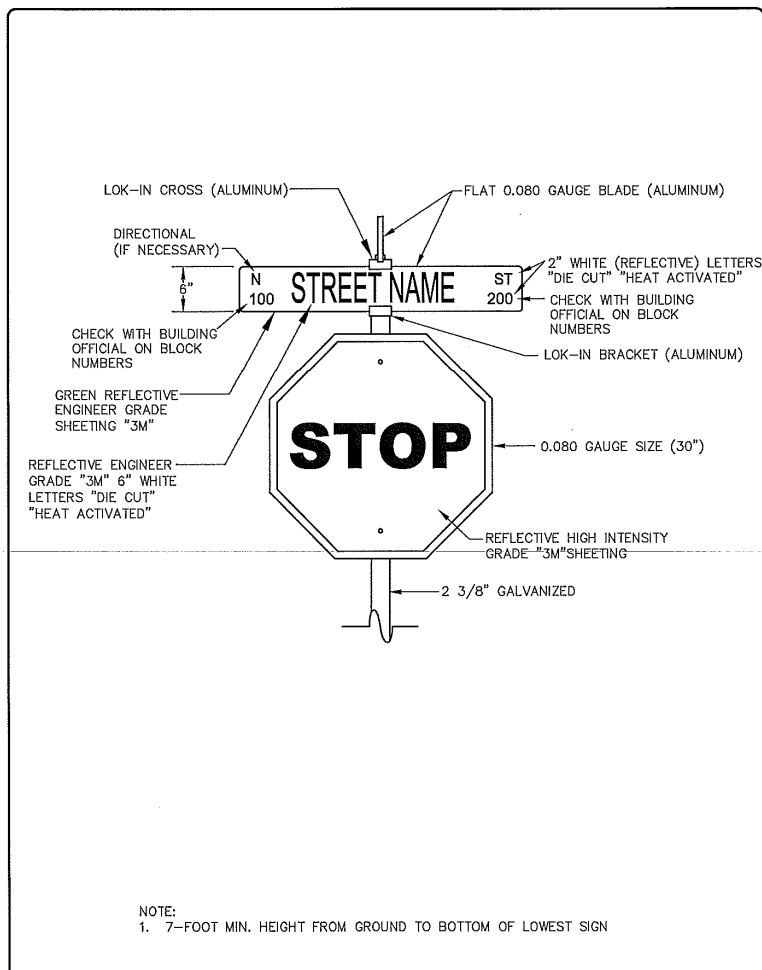
STANDARD
PV 013



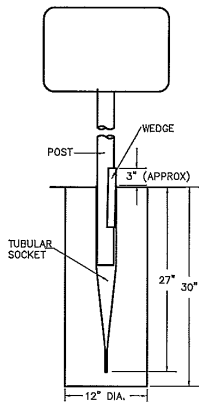
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS
PAVEMENT SUBDRAIN DETAIL

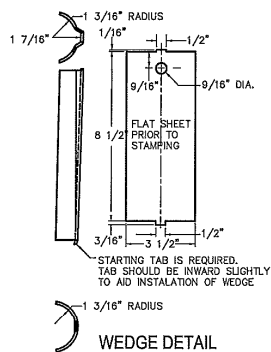
STANDARD
PV 014



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD PV 015
	CS	JULY 2009		
			STANDARD STREET SIGN DETAIL	

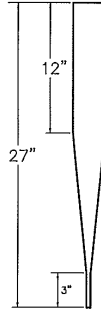


POST DETAIL



WEDGE DETAIL

WEDGE IS FABRICATED FROM 0.109" TO 0.124" THICK GALVANIZED SHEET STEEL PER ASTM A653 SS GRADE 40 G210 STAMPED INTO PROFILE SHOWN.



TUBULAR SOCKET DETAIL

POST — 13 BWM TUBING (2.375" OUTSIDE DIAMETER)

0.095" NOMINAL WALL THICKNESS
SEAMLESS OR ELECTRIC-RESISTANCE WELDED STEEL TUBING
STEEL SHALL BE HSLAS Gr 55 PER ASTM A1011 OR ASTM A1008
OTHER STEEL MAY BE USED IF THEY MEET THE FOLLOWING:
55,000 PSI MINIMUM YIELD STRENGTH
70,000 PSI MINIMUM TENSILE STRENGTH
18% MINIMUM ELONGATION IN 2"
WALL THICKNESS (UNCOATED) SHALL BE WITHIN THE RANGE OF 0.083" TO 0.099"
OUTSIDE DIAMETER (UNCOATED) SHALL BE WITHIN THE RANGE OF 2.369" TO 2.381"
GALVANIZATION PER ASTM A123 OR A653 G210, FOR PRECOATED STEEL TUBING (ASTM A653)
RECOAT TUBE OUTSIDE DIAMETER WELD SEAM BY METALIZING WIRE PER ASTM B833

SOCKET

TUBULAR SOCKET PREFABRICATED FROM 12 BWM SEAMLESS OR ELECTRIC-RESISTANCE WELDED STEEL TUBING
2.875" OUTSIDE DIAMETER X 0.109" NORMAL WALL THICKNESS
STEEL SHALL BE HSLAS Gr 55 PER ASTM A1011 OR ASTM A1008
OTHER STEEL MAY BE USED IF THEY MEET THE FOLLOWING:
55,000 PSI MINIMUM YIELD STRENGTH
70,000 PSI MINIMUM TENSILE STRENGTH
20% MINIMUM ELONGATION IN 2"
WALL THICKNESS (UNCOATED) SHALL BE WITHIN THE RANGE OF 0.097" TO 0.113"
GALVANIZATION PER ASTM A123 AFTER FABRICATION, OR PER ASTM A653 G210, FOR PERCOATED STEEL TUBING (ASTM A653) RECOAT TUBE OUTSIDE DIAMETER WELD SEAM BY METALIZING WITH ZINC WIRE PER ASTM B833.



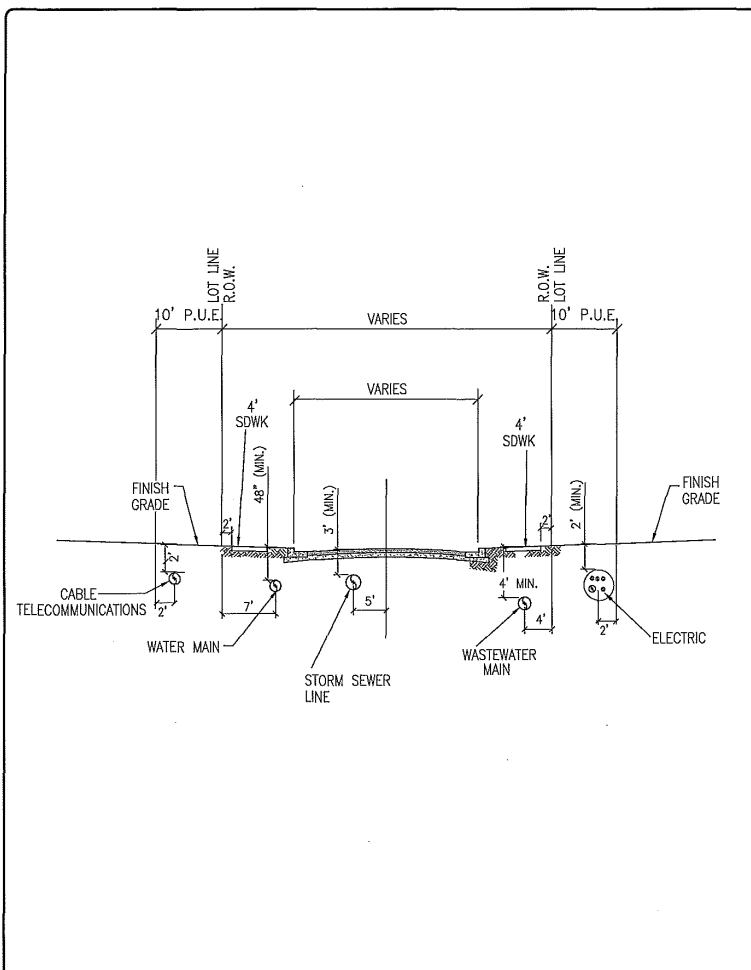
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

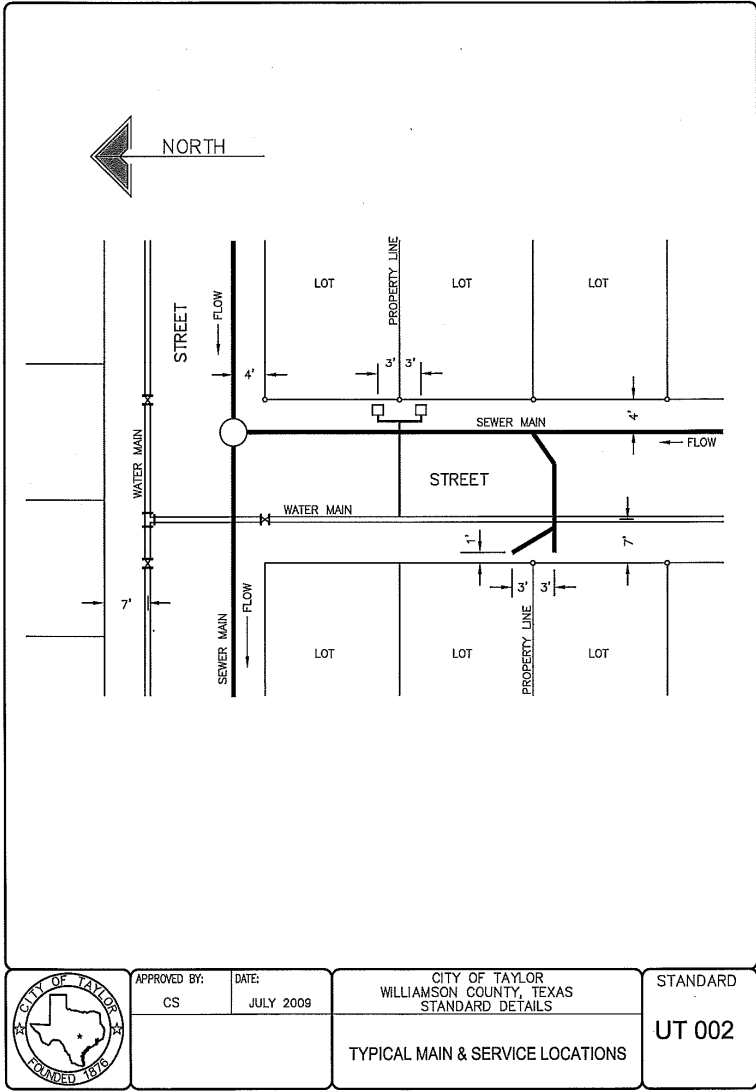
WEDGE ANCHOR SYSTEM

STANDARD

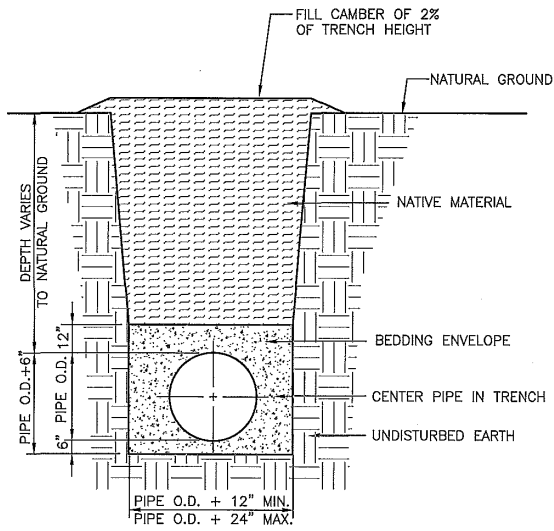
PV 016



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD UT 001
	CS	JULY 2009		



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
	CS	JULY 2009		
				TYPICAL MAIN & SERVICE LOCATIONS



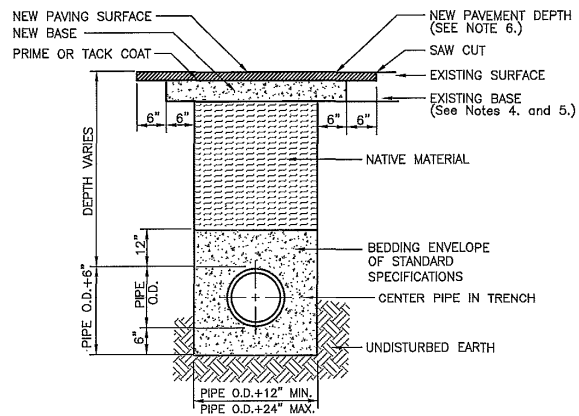
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

TYPICAL TRENCH
WITH UNFINISHED SURFACE

STANDARD

UT 003



NOTES:

1. THE EXISTING PAVING SURFACE SHALL BE SAW CUT IN A STRAIGHT LINE A MINIMUM OF 12" WIDER THAN THE UNDISTURBED SIDES OF THE TRENCH, SYMMETRICAL ABOUT THE CENTER LINE OF THE EXCAVATION.
2. ANY CONCRETE PAVING SHALL BE SAW CUT 6" WIDER THAN UNDISTURBED SIDES OF EXCAVATION.
3. IF EXCAVATION AREA IS OPEN FOR TEMPORARY PUBLIC USE THE SURFACE SHALL BE MAINTAINED LEVEL WITH ADJACENT RIDING SURFACE WITH COLD MIX OR TEMPORARY HOT MIX.
4. ROAD BASE AND SURFACE MATERIALS IN THE TRENCH CUT SHALL BE REPLACED IN KIND OF EQUAL THICKNESS, OR MINIMUM BASE THICKNESS OF 10 INCHES, WHICHEVER IS GREATER.
5. ALL DAMAGED AREAS OF PAVEMENT OUTSIDE THE TRENCH CUT SHALL BE REMOVED AND REPLACED WITH MINIMUM OF 8 INCHES OF BASE OR MATCH EXISTING, WHICHEVER IS GREATER.
6. SURFACE PAVEMENT SHALL BE OF THE KIND AND THICKNESS AS EXISTING, OR MINIMUM 2 INCHES, WHICHEVER IS GREATER.
7. ALL PRESSURE PIPE SHALL BE PROVIDED WITH THRUST BLOCKS WHERE CHANGES IN DIRECTION OCCUR, AT TEES, BENDS, CROSSES, CHANGES IN SLOPE, STOPS (DEAD ENDS) VALVES AND OR AS SHOWN, ON THE PLANS OR AS DIRECTED BY THE ENGINEER.



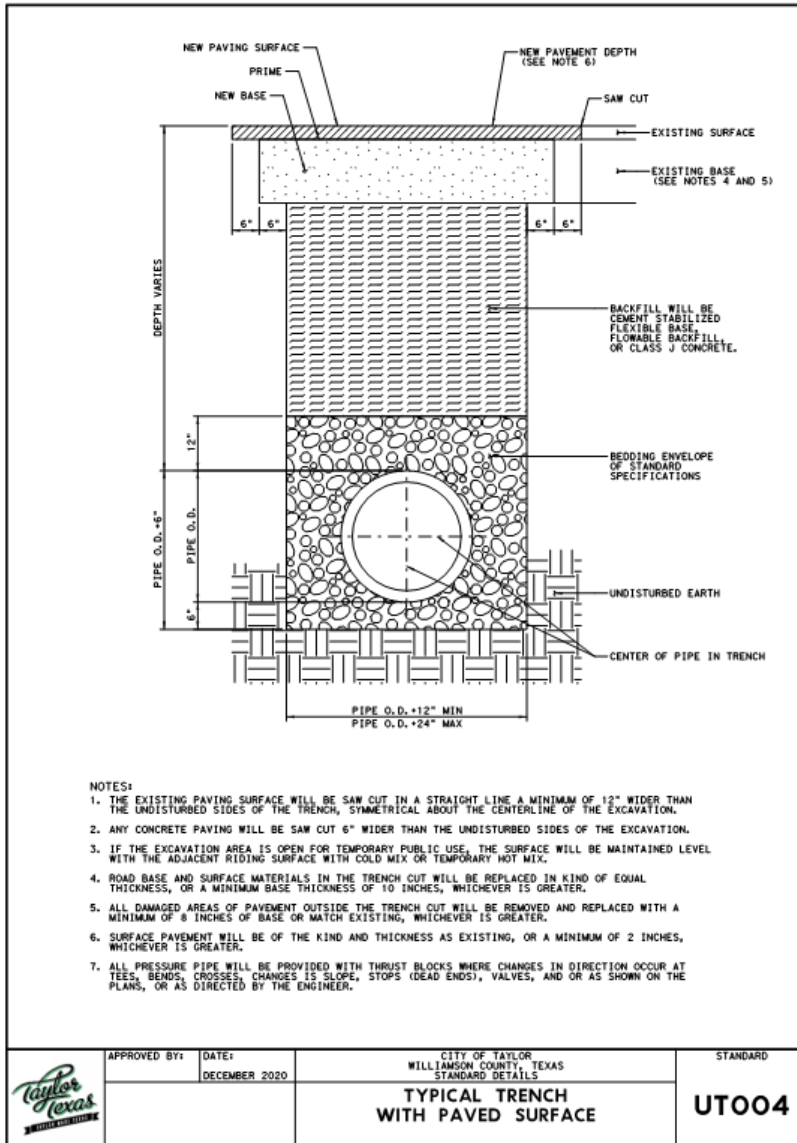
APPROVED BY: CS
DATE: JULY 2009

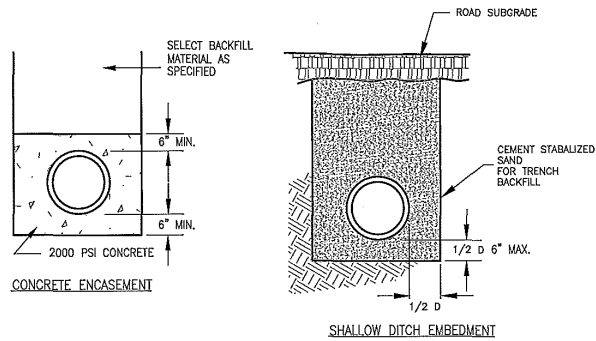
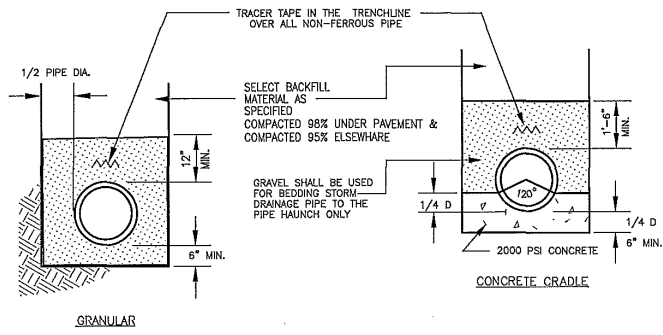
CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

TYPICAL TRENCH
WITH PAVED SURFACE

STANDARD

UT 004





**** TYPICAL BEDDING SPECIFICATIONS:**

SIEVE SIZE	3/8" F % RETAINED	1/2" D % RETAINED	WASHED GRAVEL % RETAINED
1/2"	0	0	0
3/8"	0-2	5-25	-
4m	40-85	80-100	-
10m	95-100	96-100	-
3/4"	-	-	100



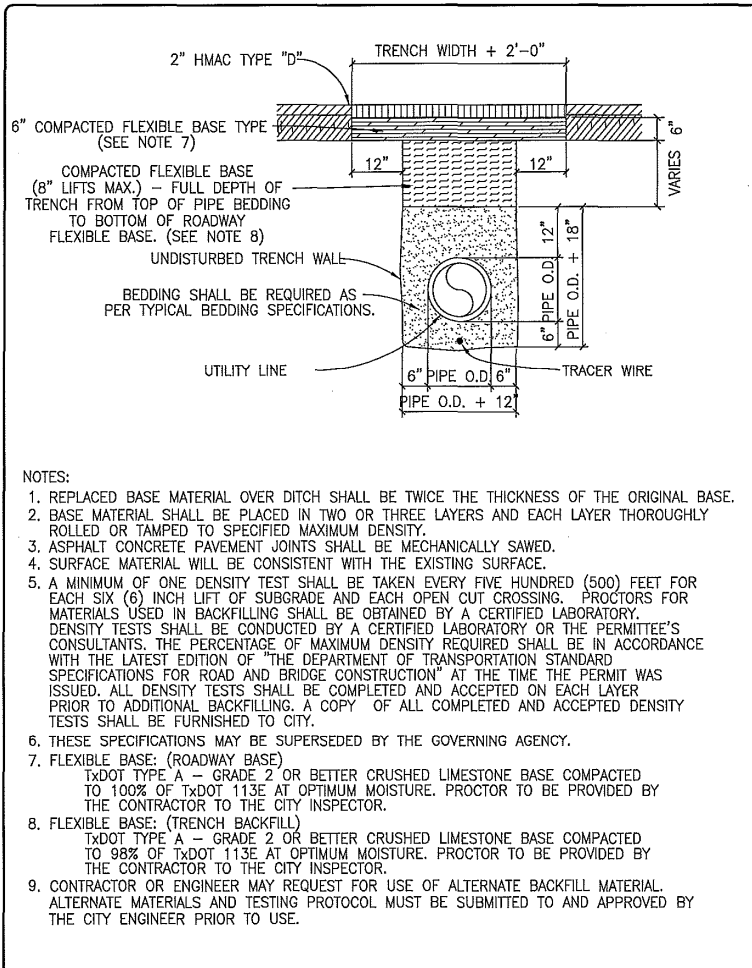
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

STANDARD
EMBEDMENT AND ENCASEMENT

STANDARD

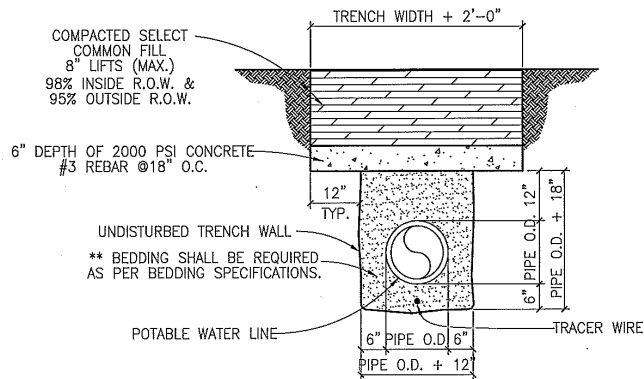
UT 005



NOTES:

1. REPLACED BASE MATERIAL OVER DITCH SHALL BE TWICE THE THICKNESS OF THE ORIGINAL BASE.
2. BASE MATERIAL SHALL BE PLACED IN TWO OR THREE LAYERS AND EACH LAYER THOROUGHLY ROLLED OR TAMPED TO SPECIFIED MAXIMUM DENSITY.
3. ASPHALT CONCRETE PAVEMENT JOINTS SHALL BE MECHANICALLY SAWED.
4. SURFACE MATERIAL WILL BE CONSISTENT WITH THE EXISTING SURFACE.
5. A MINIMUM OF ONE DENSITY TEST SHALL BE TAKEN EVERY FIVE HUNDRED (500) FEET FOR EACH SIX (6) INCH LIFT OF SUBGRADE AND EACH OPEN CUT CROSSING. PROCTORS FOR MATERIALS USED IN BACKFILLING SHALL BE OBTAINED BY A CERTIFIED LABORATORY. DENSITY TESTS SHALL BE CONDUCTED BY A CERTIFIED LABORATORY OR THE PERMITTEE'S CONSULTANTS. THE PERCENTAGE OF MAXIMUM DENSITY REQUIRED SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF "THE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION" AT THE TIME THE PERMIT WAS ISSUED. ALL DENSITY TESTS SHALL BE COMPLETED AND ACCEPTED ON EACH LAYER PRIOR TO ADDITIONAL BACKFILLING. A COPY OF ALL COMPLETED AND ACCEPTED DENSITY TESTS SHALL BE FURNISHED TO CITY.
6. THESE SPECIFICATIONS MAY BE SUPERSEDED BY THE GOVERNING AGENCY.
7. FLEXIBLE BASE: (ROADWAY BASE)
TXDOT TYPE A - GRADE 2 OR BETTER CRUSHED LIMESTONE BASE COMPACTED TO 100% OF TXDOT 113E AT OPTIMUM MOISTURE. PROCTOR TO BE PROVIDED BY THE CONTRACTOR TO THE CITY INSPECTOR.
8. FLEXIBLE BASE: (TRENCH BACKFILL)
TXDOT TYPE A - GRADE 2 OR BETTER CRUSHED LIMESTONE BASE COMPACTED TO 98% OF TXDOT 113E AT OPTIMUM MOISTURE. PROCTOR TO BE PROVIDED BY THE CONTRACTOR TO THE CITY INSPECTOR.
9. CONTRACTOR OR ENGINEER MAY REQUEST FOR USE OF ALTERNATE BACKFILL MATERIAL. ALTERNATE MATERIALS AND TESTING PROTOCOL MUST BE SUBMITTED TO AND APPROVED BY THE CITY ENGINEER PRIOR TO USE.

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS TRENCH DETAIL WITH PAVEMENT REPLACEMENT UNDER EXISTING ROADWAY	STANDARD UT 006
	CS	JULY 2009		



* WHERE 48" MINIMUM COVER CAN NOT BE OBTAINED OR DUE TO POTENTIAL SURFACE LOADING THE CITY MAY REQUIRE A CAP TO BE INSTALLED.

**** TYPICAL BEDDING SPECIFICATIONS:**

SIEVE SIZE	3/8" F % RETAINED	1/2" D % RETAINED	WASHED GRAVEL % RETAINED
1/2"	0	0	0
3/8"	0-2	5-25	-
4m	40-85	80-100	-
10m	95-100	96-100	-
3/4"	-	-	100



APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

CONCRETE TRENCH CAP DETAIL

STANDARD

UT 007

ASPHALT PAVEMENT

6" MINIMUM THICKNESS

5'-0"

5'-0"

#3 REBAR

MANHOLE

ASPHALT PAVEMENT

6" MINIMUM THICKNESS

2'-0"

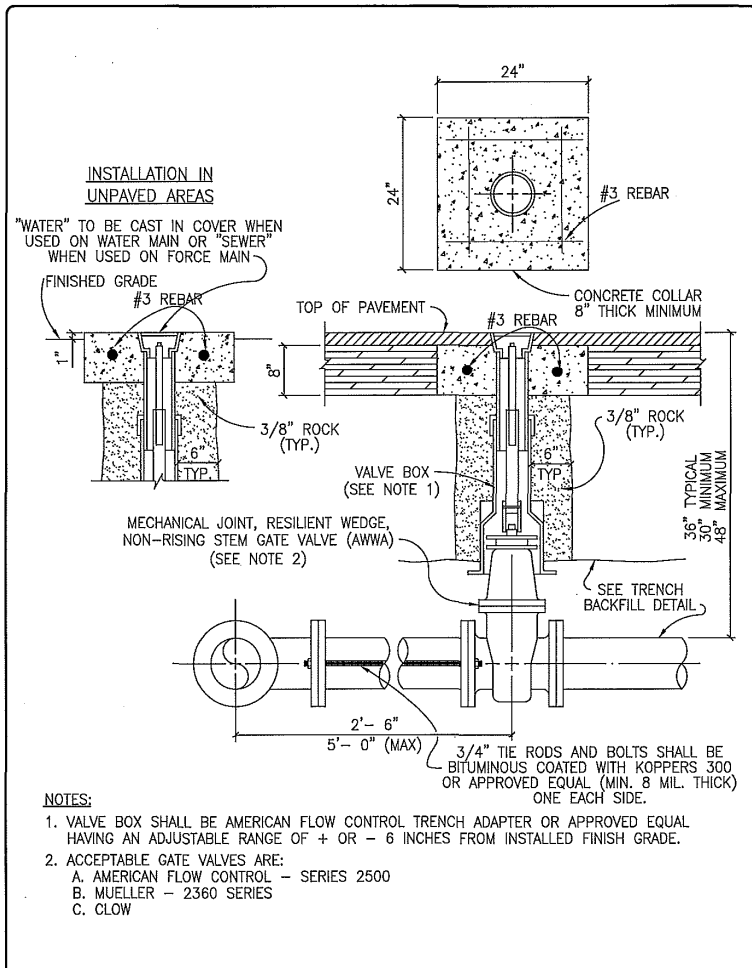
2'-0"

WATER VALVE

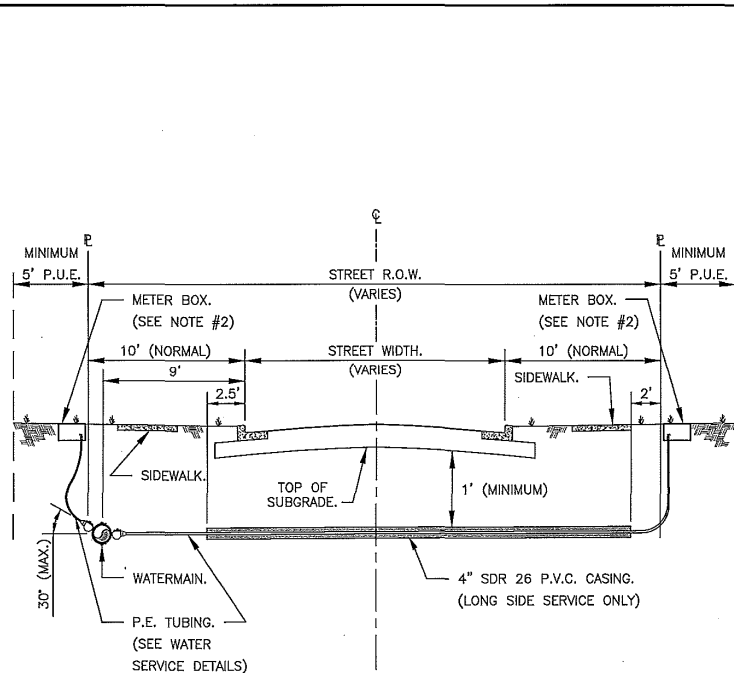
NOTES:

1. ALL ASPHALT PAVEMENT SHALL BE REMOVED ALONG NEAT SAW CUT LINES.
2. MANHOLE BOXOUT REQUIRED FOR ALL MANHOLES (STORM AND SANITARY) AND CLEANOUTS LOCATED IN THE STREET.
3. 1/2" RADIUS EDGE ON CONCRETE
4. #3 REBAR - 3000 PSI

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
	CS	JULY 2009	MANHOLE AND WATER VALVE BOXOUT	UT 008



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
	CS	JULY 2009		UT 009
			TYPICAL VALVE SETTING	



NOTE:

1. REFER TO "STANDARD INSTALLATION DETAIL FOR ONE OR TWO METERS" FOR SERVICE SPECIFICS.
2. METER BOXES SHALL BE SET AS CLOSE TO R.O.W. (R) AS POSSIBLE, WITH NO PART OF BOX WITHIN R.O.W. METER BOXES SHALL BE LEVEL FROM SIDE TO SIDE AND NO MORE THAN 1/4"/FT. SLOPE FROM FRONT TO BACK (OR BACK TO FRONT). GRADING IN P.U.E. AROUND METER BOX SHALL BE 3:1 MAXIMUM AND SHALL BLEND TO OTHER UTILITY APPURTENANCES WITHOUT ABRUPT ELEVATION CHANGES.



APPROVED BY:	DATE:
CS	JULY 2009

CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
WATER SERVICE CASING DETAIL

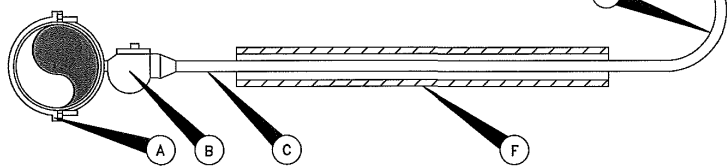
STANDARD
UT 010

MATERIAL LIST

- A. SERVICE CLAMP REQUIRED.
 - B. 1" CORPORATION STOP --- SERVICE PIPE OUTLET.
 - C. 1" SERVICE PIPE.
 - D. LOCKING ANGLE METER STOP; SERVICE PIPE INLET X SWIVEL COUPLING NUT OUTLET:
-- FOR 5/8" AND 3/4" METERS: 1" x 3/4"
-- FOR 1" METERS: 1" x 1"
 - E. PLASTIC RECTANGULAR METER BOX. (SEE NOTE #5)
 - F. PIPE CASING WHERE APPLICABLE. (SEE SEPARATE DETAIL)
- NOTE: G THRU J TO BE INSTALLED UNDER SEPARATE BUILDING PERMIT.
- G. WATER METER, CENTERED IN BOX. (SEE TABLE AT RIGHT)
 - H. WATER METER COUPLING; MALE I.P.T. X SWIVEL COUPLING NUT:
-- FOR 5/8" AND 3/4" METERS: 3/4" x 8 1/2" LONG.
-- FOR 1" METERS: 1" x 8 1/2" LONG.
 - I. BRONZE GATE VALVE; NON-RISING STEM (3/4" OR 1") FEMALE I.P.T. (PROPERTY OWNERS CUT-OFF; OUTSIDE METER BOX IN SEPARATE VALVE CAN WITH LID AS PER CITY STANDARDS).
 - J. 3/4" OR 1" PIPE MEETING CITY PLUMBING CODE REQUIREMENTS.

NOTES:

1. SERVICE PIPE SHALL BE COPPER TUBE SIZE. IT MAY BE 150 PSI ANNEALED SEAMLESS TYPE "K" COPPER TUBING.
2. SERVICE SADDLES SHALL BE WRAPPED COMPLETELY WITH 8 MIL. POLYETHYLENE FILM.
3. TOP OF BOXES SHALL BE 1" ABOVE FINISHED GRADE.
4. PIPING AND TUBING SHALL BE INSTALLED IN ACCORDANCE WITH SECTION 510.3 OF THE STANDARD SPECIFICATIONS. SPECIAL ATTENTION IS CALLED TO "PIPE BEDDING ENVELOPE" AND "BACKFILLING", SECTIONS 510.3 (14) AND 510.3 (25), RESPECTIVELY.
5. METER BOX TO BE MODEL DFW-3612 BY DFW ROTEC, INC. OR APPROVED EQUAL. PROVIDE BLACK-PAINTED METAL LID WITH METER READER.
6. AXIS OF METER ASSEMBLY (METER STOP, METER, PIPING AND OWNERS CUTOFF) SHALL BE 10" BELOW TOP OF BOX.
7. SLOTS PROVIDED IN METER BOX TO ACCOMMODATE PIPING INTO AND OUT OF BOX SHALL NOT BE MODIFIED.



MAXIMUM SLOPE 1/4"/FT.
FRONT TO BACK OR BACK TO FRONT.

BOX TO BE LEVEL
SIDE TO SIDE.

METER SIZE	LENGTH
5/8"	7 3/4"
3/4"	9"
1"	11"



DRAWN BY: PW	DATE: 01/29/2009
APPROVED BY: CS	DATE: -
REVISION NO.:	FILE NAME:
REVISED BY:	DATE:

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

SINGLE 5/8", 3/4" OR 1"
WATER METER DETAIL

STANDARD

UT 011

MATERIAL LIST

- A. SERVICE CLAMP REQUIRED.
- B. 2" CORPORATION STOP --- SERVICE PIPE OUTLET.
- C. 2" SERVICE PIPE.
- D. BUSHING (IF NECESSARY) AND LOCKING ANGLE METER STOP; SERVICE PIPE INLET X FLANGED COUPLING OUTLET:
-- FOR 1 1/2" METERS: 1 1/2" X 1 1/2"
-- FOR 2" METERS: 2" X 2"
- E. PLASTIC RECTANGULAR METER BOX. (SEE NOTE #9)
- F. PIPE CASING WHERE APPLICABLE. (SEE SEPARATE DETAIL)
- NOTE: G THRU J TO BE INSTALLED UNDER SEPARATE BUILDING PERMIT.
- G. WATER METER, CENTERED IN BOX. (SEE TABLE AT RIGHT)
- H. WATER METER COUPLING; MALE I.P.T. X FLANGED COUPLING NUT.
-- LENGTH OF PIPE TO BE DETERMINED BY CONTRACTOR.
- I. BRONZE GATE VALVE; NON-RISING STEM (1 1/2" OR 2") FEMALE I.P.T. (PROPERTY OWNERS CUT-OFF OUTSIDE METER BOX IN SEPARATE VALVE CAN WITH LID AS PER CITY STANDARDS).
- J. BUSHING (IF NECESSARY) AND PIPE MEETING CITY PLUMBING CODE REQUIREMENTS.

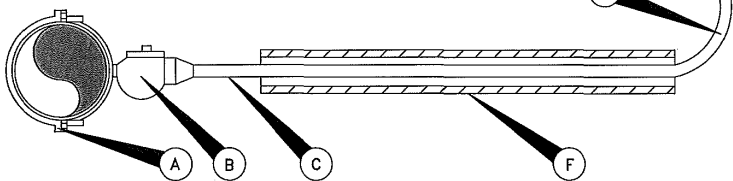
NOTES:

1. SERVICE PIPE SHALL BE COPPER TUBE SIZE. IT MAY BE 150 PSI ANNEALED SEAMLESS TYPE "K" COPPER TUBING OR 200 PSI BLACK COLORED POLYETHYLENE HAVING A DIMENSION RATIO OF 9 (DR9).
2. SERVICE SADDLES SHALL BE WRAPPED COMPLETELY WITH 8 MIL. POLYETHYLENE FILM.
3. TOP OF BOXES SHALL BE 1" ABOVE FINISHED GRADE.
4. PIPING AND TUBING SHALL BE INSTALLED IN ACCORDANCE WITH SECTION 510.3 OF THE STANDARD SPECIFICATIONS. SPECIAL ATTENTION IS CALLED TO "PIPE BEDDING ENVELOPE" AND "BACKFILLING", SECTIONS 510.3 (14) AND 510.3 (25), RESPECTIVELY.
5. METER BOX TO BE MODEL DFW-6512 BY DFW ROTEC, INC. OR APPROVED EQUAL. PROVIDE BLACK-PAINTED METAL LID WITH METER READER.
6. AXIS OF METER ASSEMBLY (METER STOP, METER, PIPING AND OWNERS CUTOFF) SHALL BE 10" BELOW TOP OF BOX.
7. SLOTS PROVIDED IN METER BOX TO ACCOMODATE PIPING INTO AND OUT OF BOX SHALL NOT BE MODIFIED.

MAXIMUM SLOPE 1/4"/FT.
FRONT TO BACK OR BACK TO FRONT.

BOX TO BE LEVEL
SIDE TO SIDE.

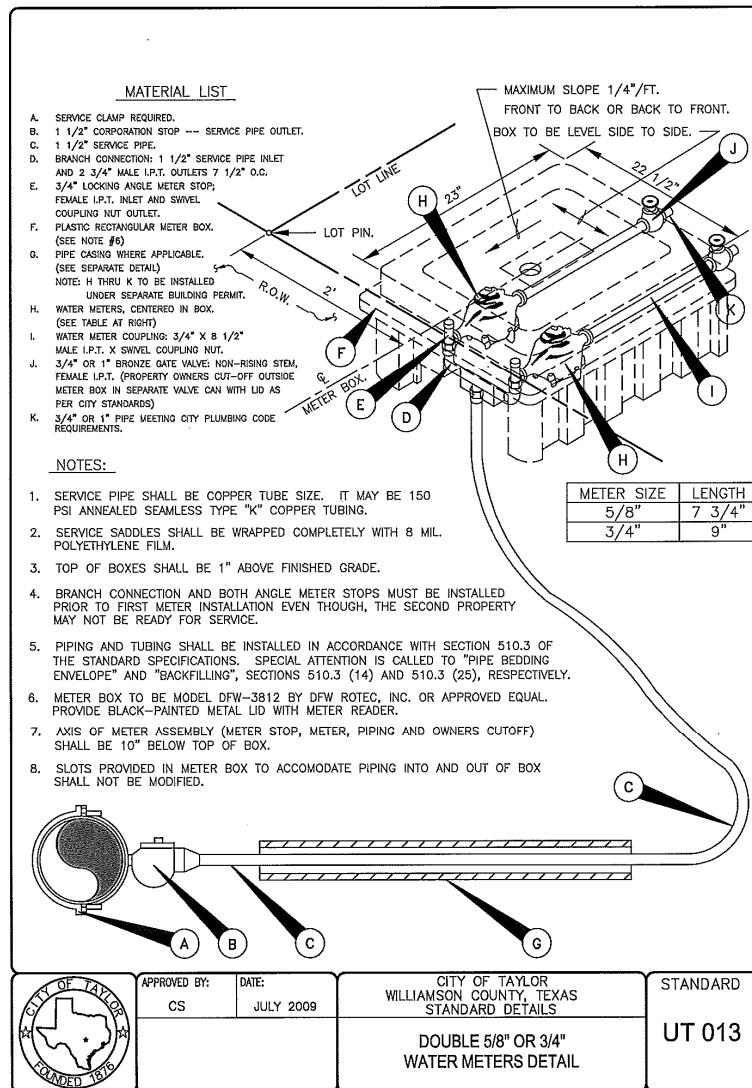
METER SIZE	LENGTH
1 1/2"	13"
2"	17"

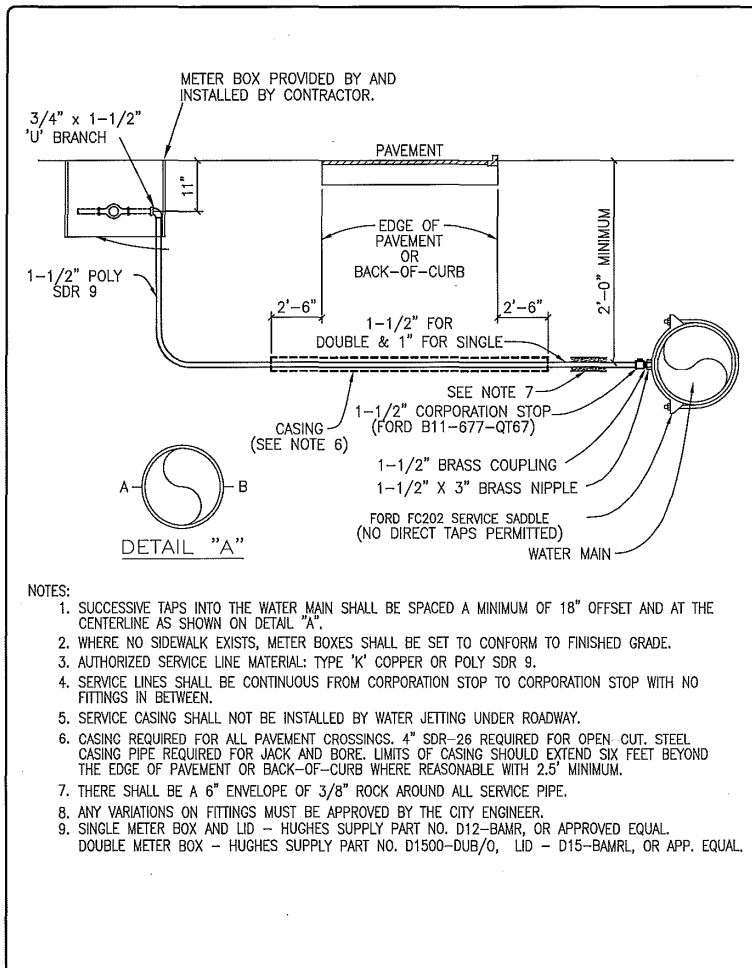


APPROVED BY:	DATE:
CS	JULY 2009

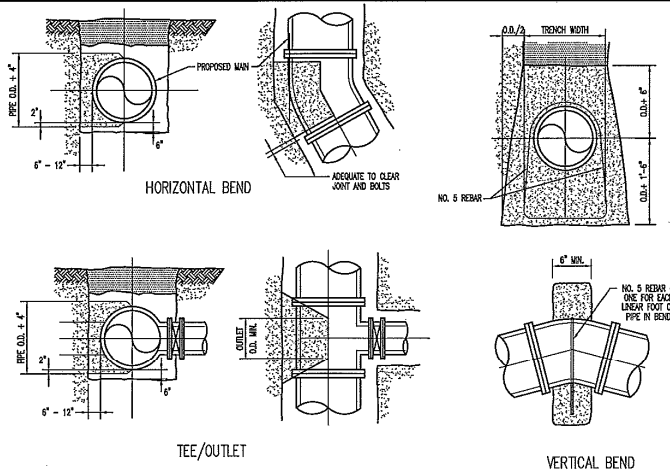
CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
SINGLE 1 1/2" OR 2" WATER METER DETAIL

STANDARD
UT 012





	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD
	CS	JULY 2009		UT 014
				TYPICAL WATER SERVICE - ELEVATION



THRUST BLOCK DESIGN AS FOLLOWS:
 A. PRESSURE OF 150 P.S.I. (ACTUAL IF HIGHER)
 + BOX SURGE ALLOWANCE.
 B. MAXIMUM SOIL BEARING:
 SOIL TYPE PRESSURE
 LIMESTONE 4000 LBS./SQ. FT.
 UNDISTURBED SOIL, CAUICHE 2000 LBS./SQ. FT.
 LOOSE OR SPONGY SOIL 1500 LBS./SQ. FT.

CONCRETE THRUST BLOCKING SCHEDULE **

PIPE SIZE (INCHES)	THRUST (POUNDS)	AREA REQUIRED (SQUARE FEET) BEARING AGAINST TRENCH WALL FOR PRESSURE PIPE						
		TEES AND PLUGS	BENDS					
			90°	45°	22-1/2°	11-1/4°	5°	1°
4	2,513	1.00	1.00	0.50	0.50	N/A	N/A	N/A
6	5,655	1.41	2.00	1.08	1.00	0.50	N/A	N/A
8	10,053	2.61	3.65	1.92	1.00	0.50	0.50	N/A
12	22,619	5.65	8.00	4.33	2.21	1.11	0.50	N/A
16	40,212	10.05	14.22	7.69	3.92	1.97	1.00	N/A
24	90,478	22.62	31.99	17.31	8.83	4.43	1.97	0.50
30	141,372	35.34	49.98	27.05	13.79	6.93	3.08	1.00
36	203,575	50.89	71.97	38.95	19.86	9.98	4.44	1.00
42	277,088	69.27	97.97	53.02	27.03	13.58	6.04	1.21
48	361,911	90.48	127.95	69.29	35.30	17.74	7.89	1.58
54	458,044	114.51	161.94	87.64	44.68	22.45	9.99	2.00

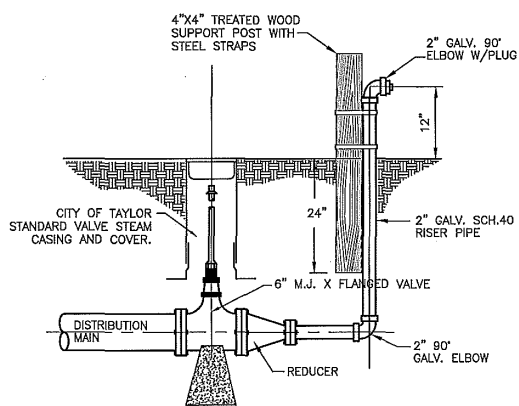
** BASED ON A 4,000 P.S.F. SOIL BEARING CAPACITY AND A 200 P.S.I. MAX. LINE PRESSURE
 INCREASE AND DECREASE BEARING AREA IN ACCORDANCE WITH THE BEARING STRENGTH OF
 SOIL AS DESCRIBED IN SCHEDULE.



APPROVED BY: CS
 DATE: JULY 2009

CITY OF TAYLOR
 WILLIAMSON COUNTY, TEXAS
 STANDARD DETAILS
 CONCRETE THRUST BLOCKING

STANDARD
 UT 015



FLUSHING VALVE DETAIL
(FOR PERMANENT DEAD END LINES,
USE 2" BALL VALVE - FORD OR EQUAL)



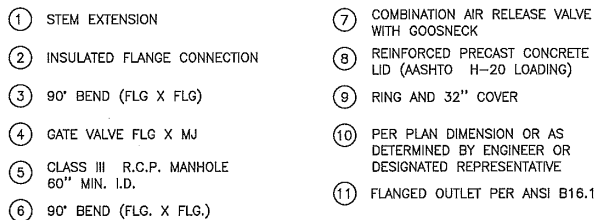
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

FLUSHING VALVE DETAIL

STANDARD

UT 016



3" OR LARGER VENTED AIR / VACUUM VALVE INSTALLATION

1 of 2

NOTES:

1. ON 10" AND LARGER TWO PIECE COMBINATION AIR VALVES, THE OUTLET PIPING OF THE SMALL VALVE SHALL BE VENTED WITHIN THE MANHOLE INTO THE SIDE OF THE LARGER VENT PIPE THAT GOES ABOVE GROUND.
2. AIR VENT PIPE 6" AND LARGER SHALL BE D.I. (CLASS 350 MIN.) PIPE FLANGE FITTINGS ORDERED SPECIAL WITH SHOP APPLIED KOPPER INERTOL RUST INHIBITIVE PRIMER 621, OR EQUAL, IN LIEU OF COAL TAR. EXTERIOR SURFACES OF ALL EXPOSED PIPE SHALL BE PAINTED WITH RUST-OLEUM ACRYLIC 5225 (SAFETY BLUE), OR EQUAL, PER COATING MANUFACTURER'S INSTRUCTIONS PRIOR TO INSTALLATION.
3. SEALANT SHALL BE 1/2" FLEXIBLE BUTYL RESIN SEALANT CS-102 AS MANUFACTURED BY CONCRETE SEALANTS, INC. OR EQUAL.
4. INSTALLATION OF VALVE CASING RING SHALL BE PER CITY OF TAYLOR STANDARD NO. UT 100 AND OR UT 121.
5. AIR VENT PIPE INSTALLATION SHALL BE AS NEAR AS PRACTICAL TO THE RIGHT-OF-WAY LINE.
6. CONCRETE MANHOLE PENETRATIONS SHALL BE CORE BIT DRILLED. VOID SHALL BE FILLED BY PRESSING SEAL GASKET COPR. PSX RESILIENT CONNECTOR MEETING ASTM C923 OR APPROVED EQUAL.
7. CROSS SECTIONAL AREA OF OPENING TO BE EQUAL TO OR GREATER THAN CROSS SECTIONAL AREA OF AIR VENT PIPE.
8. AIR/VACUUM VALVE SHALL BE INSTALLED IN A MANNER WHICH WILL ALLOW REMOVAL OF ASSEMBLY WITHOUT REMOVAL OF PRECAST CONCRETE LID.

AIR VALVE	GATE VALVE	VENT PIPE (MIN.)	M.H. DIA. (MIN.)
3"	3"	3"	5'
4"	4"	4"	6'
6"	6"	6"	6'
8"	8"	8"	6'
10"	10"	10"	7'
12"	12"	12"	7'



APPROVED BY: CS
DATE: JULY 2009

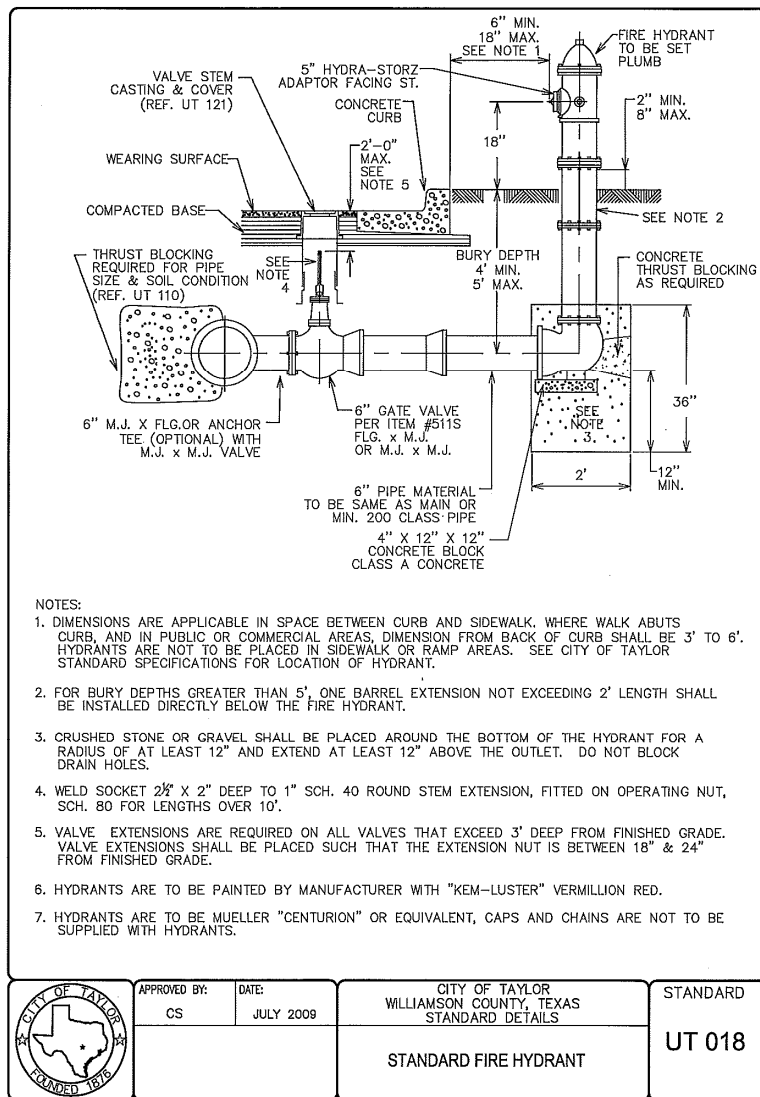
CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

3" OR LARGER VENTED
AIR / VACUUM VALVE INSTALLATION

STANDARD

UT 017

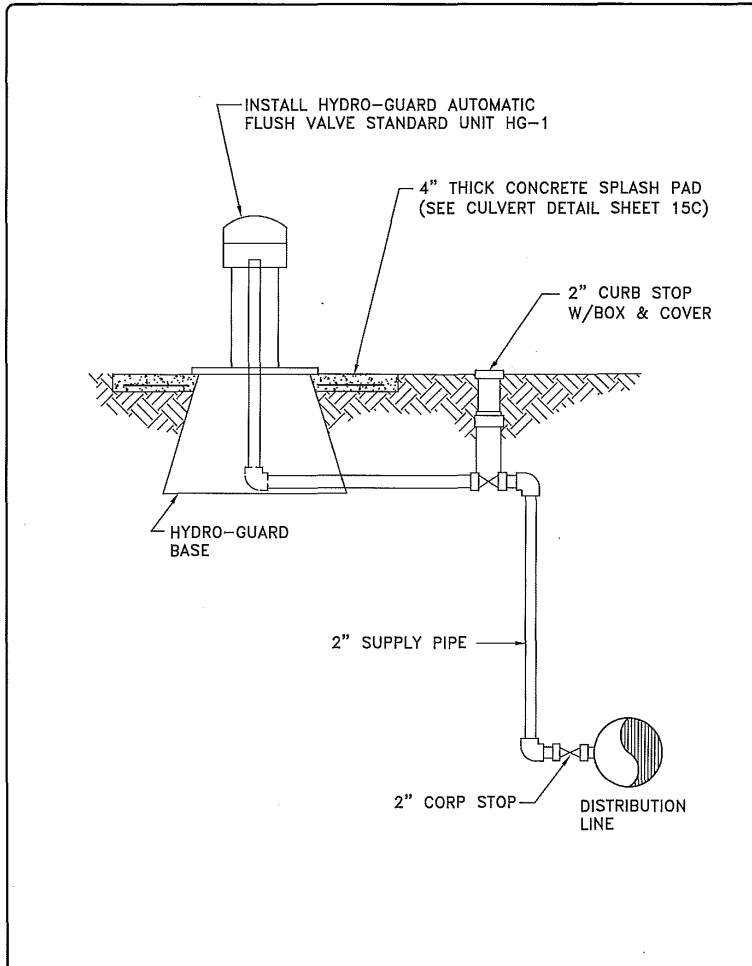
2 of 2



APPROVED BY:	DATE:
CS	JULY 2009

CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
STANDARD FIRE HYDRANT

STANDARD
UT 018



APPROVED BY: CS
DATE: JULY 2009

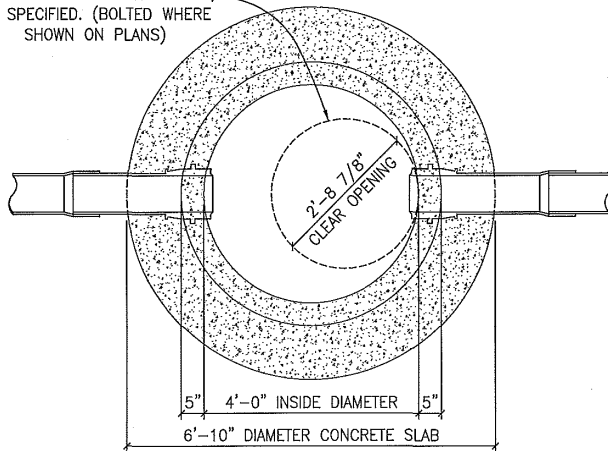
CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

AUTOMATIC FLUSHING VALVE

STANDARD

UT 019

STANDARD CASTING AND COVER,
AS SPECIFIED. (BOLTED WHERE
SHOWN ON PLANS)



MANHOLE PLAN

CITY OF TAYLOR NOTES:

MANHOLE DETAILS SHALL REFLECT THE CITY'S MINIMUM SPECIFICATIONS, AS STATED BELOW:

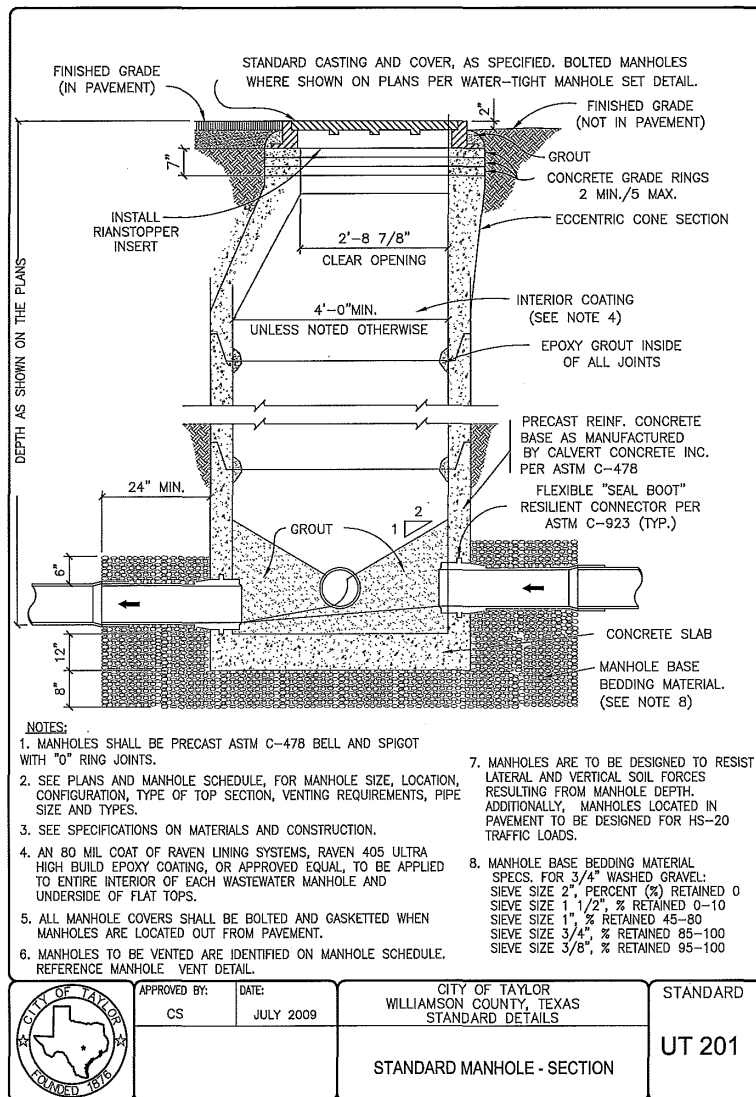
- A. ALL MANHOLES SHALL BE 48" I.D., R.C.P., CLASS III, WITH RUBBER O-RING GASKET JOINTS CONFORMING TO ASTM C478, C433 AND C76.
- B. ALL MANHOLES SHALL HAVE WATER-TIGHT FRAME AND COVER, WITH A MINIMUM 36" CLEAR OPENING, AS MANUFACTURED BY EAST JORDAN IRON WORKS (AS PER DETAIL # WW-07) OR APPROVED EQUAL.
- C. ALL MANHOLES SHALL BE CONCRETE WITH CAST IRON FRAME AND COVER.
- D. ALL MANHOLES SHALL HAVE AN ECCENTRIC CONE.
- E. MANHOLES MAY HAVE A FLAT LID, IF APPROVED BY CITY OF TAYLOR, BEING 12" THICK WITH A MINIMUM 30" OPENING, AS MANUFACTURED BY CALVERT CONCRETE OR APPROVED EQUAL M.F.G. CONFORMING TO ASTM C478, 5000 P.S.I. CONCRETE, TRAFFIC BEARING, AND O-RING JOINT CONFORMING TO ASTM C443.
- F. INVERTS AND FLEXIBLE SEAL BOOTS, PER ASTM C-923, SHALL BE CAST INTO BASE SECTION.
- G. MINIMUM DROP BETWEEN INVERTS SHALL BE ONE-TENTH OF A FOOT (0.1').
- H. TWO (2") INCH GRADE RINGS WITH AN I.D. TO MATCH FRAMES CLEAR OPENING, MINIMUM OF TWO (2), MAXIMUM OF FIVE (5) GRADE RINGS REQUIRED.



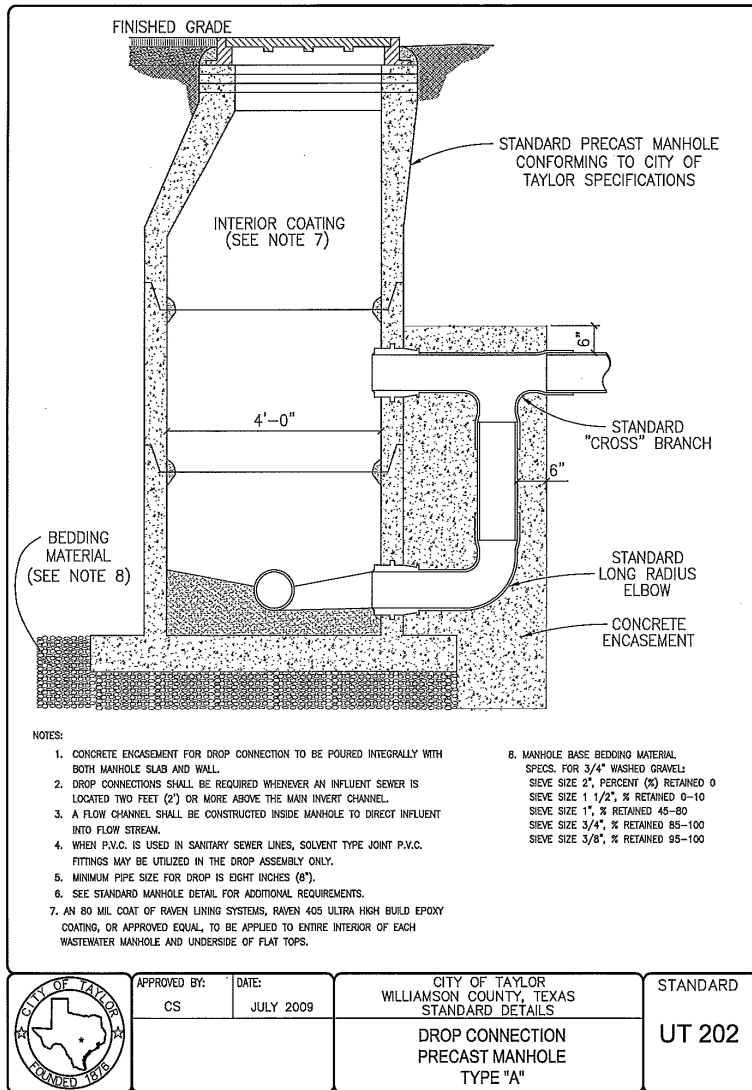
APPROVED BY:	DATE:
CS	JULY 2009

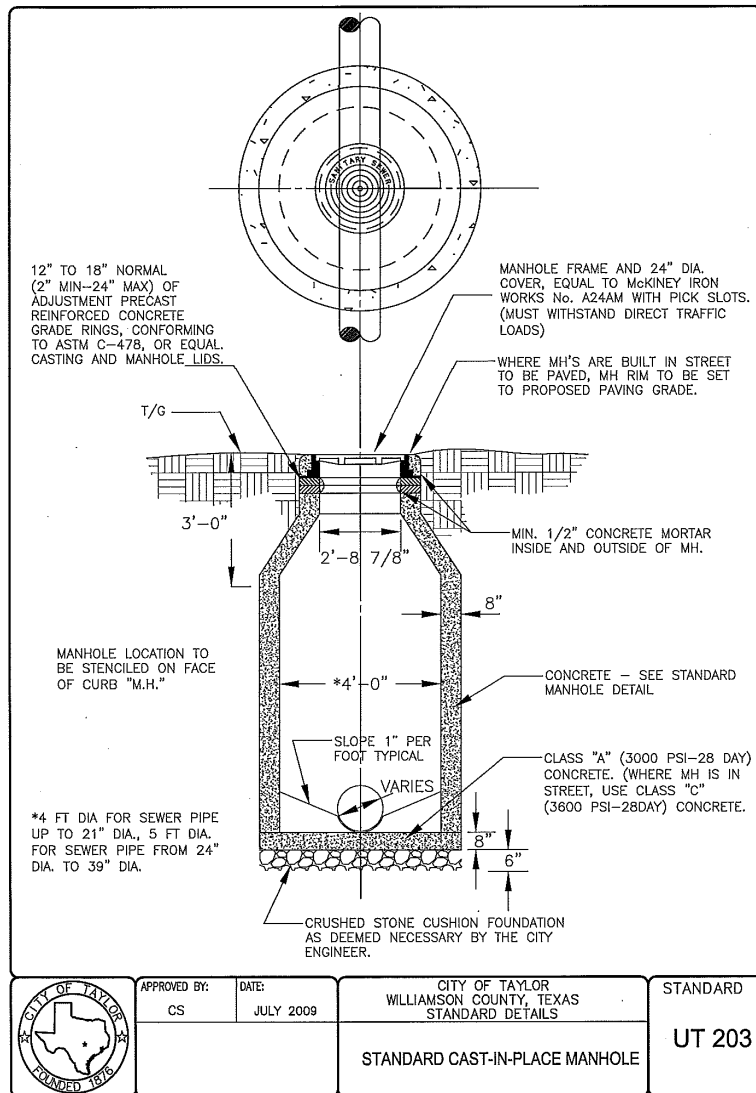
CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
STANDARD MANHOLE - PLAN

STANDARD
UT 200



	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD UT 201
	CS	JULY 2009		
			STANDARD MANHOLE - SECTION	

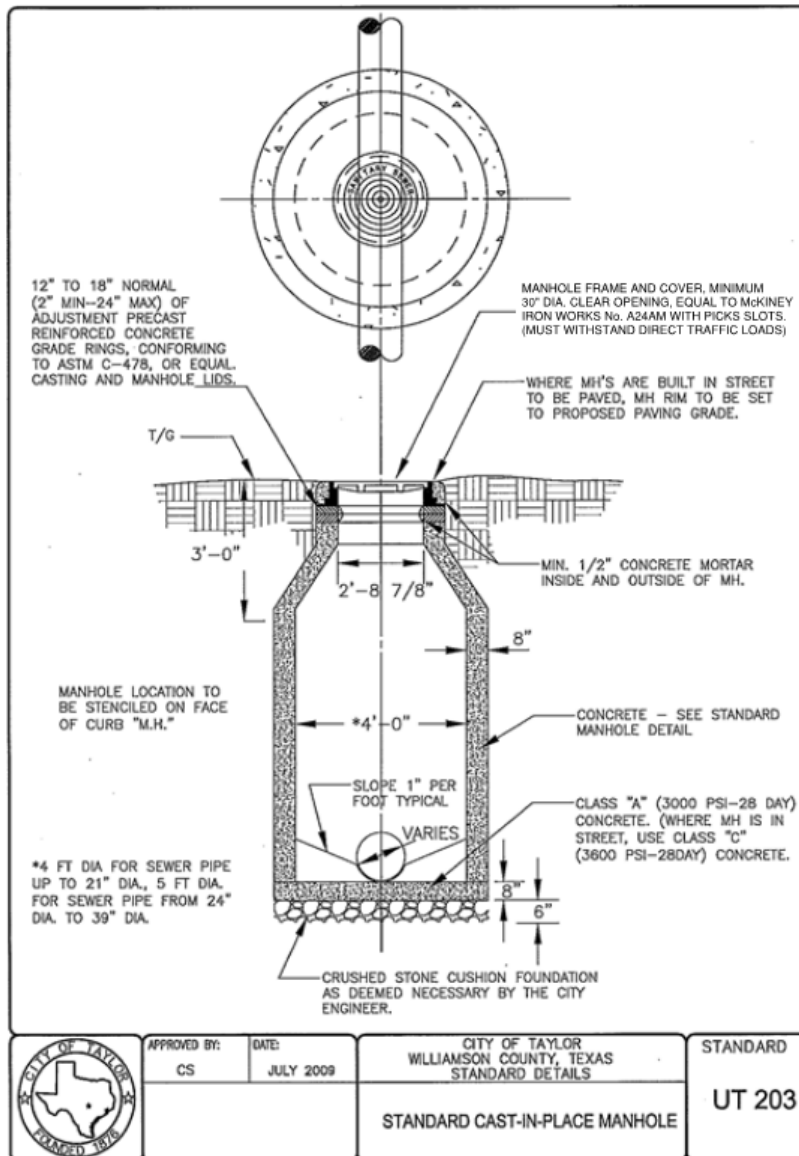


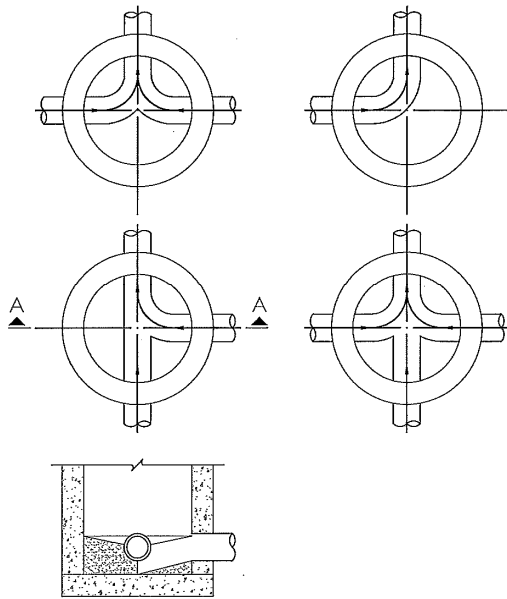


APPROVED BY:	DATE:
CS	JULY 2009

CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
STANDARD CAST-IN-PLACE MANHOLE

STANDARD
UT 203



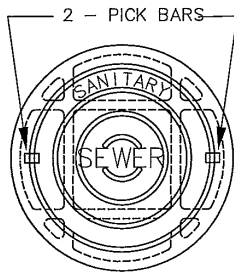


SECTION "A-A"

NOTES:

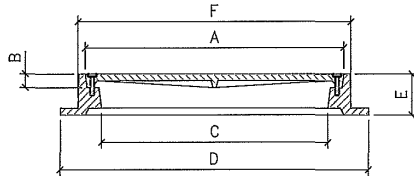
1. INVERT CHANNELS TO BE CONSTRUCTED FOR SMOOTH FLOW WITH NO OBSTRUCTIONS.
2. SPILLWAYS SHALL BE CONSTRUCTED BETWEEN PIPES WITH DIFFERENT INVERT ELEVATIONS PROVIDING FOR SMOOTH FLOW.
3. CHANNELS FOR FUTURE CONSTRUCTIONS (STUBS) SHALL BE CONSTRUCTED, FILLED WITH SAND, AND COVERED WITH 1" OF MORTAR.
4. SLOPE MANHOLE ITSELF WITH A 1:2 SLOPE FROM MANHOLE WALL TO CHANNEL.
5. INVERT SHALL BE A MINIMUM OF 1/2 THE DIAMETER OF THE LARGEST PIPE OR 4" DEEP.

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD UT 204
	CS	JULY 2009		
			FLOW PATTERNS FOR INVERT CHANNELS	

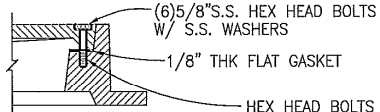


VULCAN #VM-42 OR
APPROVED EQUAL

NOTE:
LID SHALL HAVE TWO (2)
TYPE 4 PICK BAR



PLEASE SPECIFY TOP OR BOTTOM FLANGE WHEN ORDERING.
FOR TOP FLANGE ORDER No. V-1800-5 (East Jordan Iron Works, inc.)
FOR BOTTOM FLANGE ORDER No. V-1600-5 (East Jordan Iron Works, inc.)
THE WATER-TIGHT MANHOLE SETS (V-2600-5) FEATURE SIX STAINLESS STEEL
BOLTS IN COUNTERSUNK POCKETS AND A SEALING FLAT GASKET IN THE RING SET.
BOLTING PADS REDUCE THE STANDARD CLEAR OPENING BY TWO TO THREE INCHES.



WATER-TIGHT DETAIL

	DIMENSIONS						COVER		RING		SET
	A	B	C	D	E	F	CASTING	WEIGHT	CASTING	WEIGHT	WEIGHT
V-1600-5	38	2	36	46	6	40	41600523	365 LBS	41600510	320 LBS	685 LBS
V-1800-5	38	2	36	46	6	40	41600523	365 LBS	41600510	320 LBS	685 LBS
V-2600-5	38	2	36	46	6	40	42600523	365 LBS	41600511	320 LBS	685 LBS



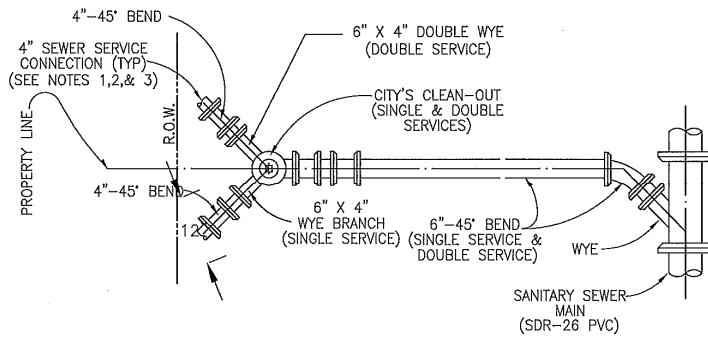
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

STANDARD WASTEWATER MANHOLE
SET

STANDARD

UT 205



PLAN

NOTES:

1. FOR INSTALLATION WITHIN UTILITY EASEMENTS, SERVICE CONNECTION RISERS MAY BE LOCATED INSIDE THE PROPERTY LINE.
2. THE CLEAN-OUT SHALL BE EXTENDED 12" ABOVE FINISH GRADE.
3. EACH SERVICE CONNECTION SHALL BE PLUGGED WATER-TIGHT WITH AN APPROVED CAP OR PLUG.
4. CONNECT YARD LINE TO SERVICE LINE WITH RIGID, SOLVENT-WELDED PVC TO PVC ADAPTER.
5. SOLIDLY TAMP BACKFILL AT LEAST ONE FOOT (1'-0") ABOVE TOP OF PIPE. SERVICES UNDER PAVED AREAS SHALL BE BACKFILLED TO THE SAME SPECIFICATIONS AS SHOWN ON PAVEMENT REPLACEMENT DETAIL.
6. CONTRACTOR SHALL MARK ON A CLEAN SET OF PLANS THE FINAL STATIONING OR DISTANCE AND DIRECTION FROM MANHOLE TO EACH SERVICE LATERAL AND GIVE TO ENGINEER FOR RECORD DRAWING PURPOSES.
7. ANY DEVIATION FROM THESE METHODS MUST BE APPROVED BY THE CITY ENGINEERING DEPARTMENT.
8. SERVICE LINE MATERIAL SHALL BE P.V.C., SDR-26.
9. SEWER SERVICE SLOPE TO BE 45' OFF CENTERLINE OF MAIN.



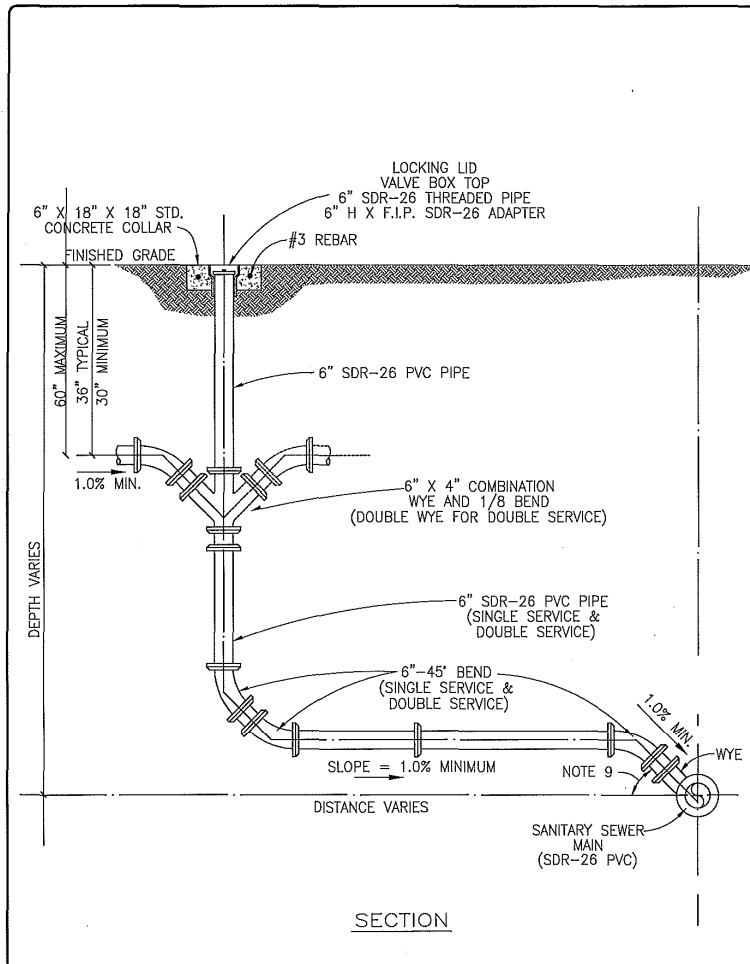
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

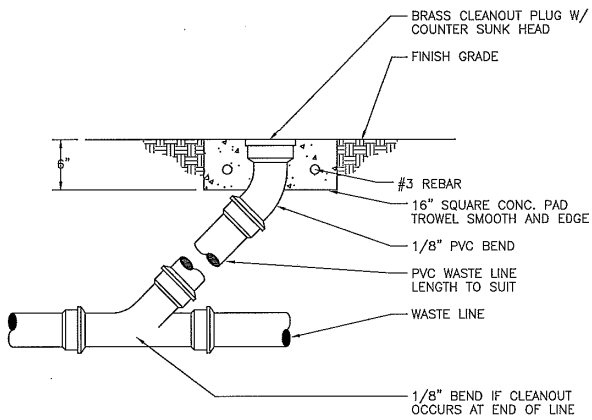
SEWER SERVICE CONNECTION
PLAN VIEW

STANDARD

UT 206



	APPROVED BY: CS DATE: JULY 2009	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS SEWER SERVICE CONNECTIONS SECTION VIEW	STANDARD UT 207
---	--	---	------------------------



APPROVED BY:
CS

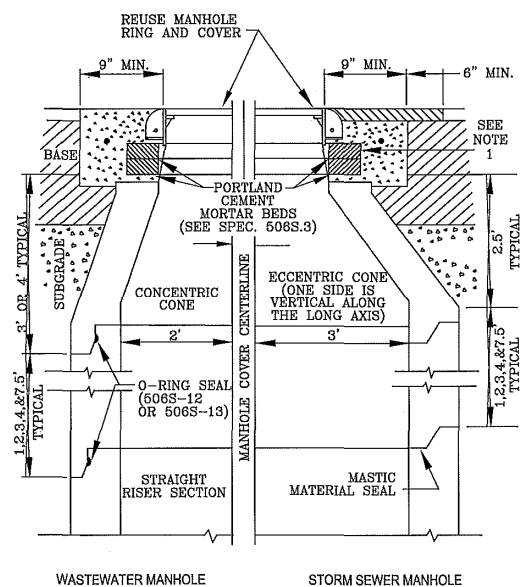
DATE:
JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

SANITARY SEWER CLEANOUT

STANDARD

UT 208



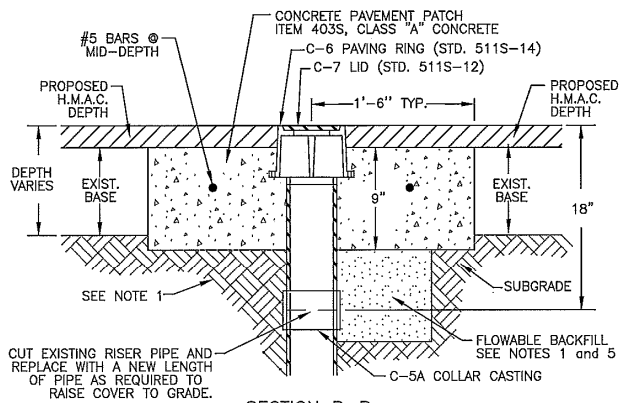
1. SEE "MINOR MANHOLE ADJUSTMENTS" STANDARD 506S-4 FOR CLARITY.
2. MANHOLE SECTIONS TEMPORARILY REMOVED FOR ROADWAY CONSTRUCTION MAY BE REUSED ONLY WITH THE WRITTEN APPROVAL OF THE INSPECTOR. O-RINGS SHALL NOT BE REUSED.
3. ANY COMBINATION OF REMOVING THE CONCRETE RINGS, AND / OR THE MANHOLE CONE, AND/OR THE STRAIGHT RISER SECTION OF THE MANHOLE SHALL BE ACCEPTABLE TO TEMPORARILY LOWER THE MANHOLE GRADE FOR ROADWAY RECONSTRUCTION.
4. WHILE THE MANHOLE IS TEMPORARILY LOWERED, A SHEET OF STEEL SUITABLE TO SUPPORT ALL IMPOSED LOADS SHALL BE USED TO COVER THE OPENING. FOR WASTEWATER MANHOLES, THE STEEL PLATE SHALL BE SET IN MORTAR TO PREVENT LEAKAGE.
5. SUBGRADE AND BASE MATERIALS SHALL BE COMPACTED TO 95% AND 100% DENSITIES, RESPECTIVELY, COMPACTION SHALL BE BY MECHANICAL TAMPING TO THE DENSITIES SPECIFIED.



APPROVED BY:	DATE:
CS	JULY 2009

CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS
MAJOR MANHOLE ADJUSTMENT

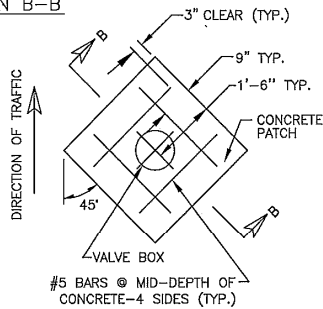
STANDARD
UT 209



SECTION B-B

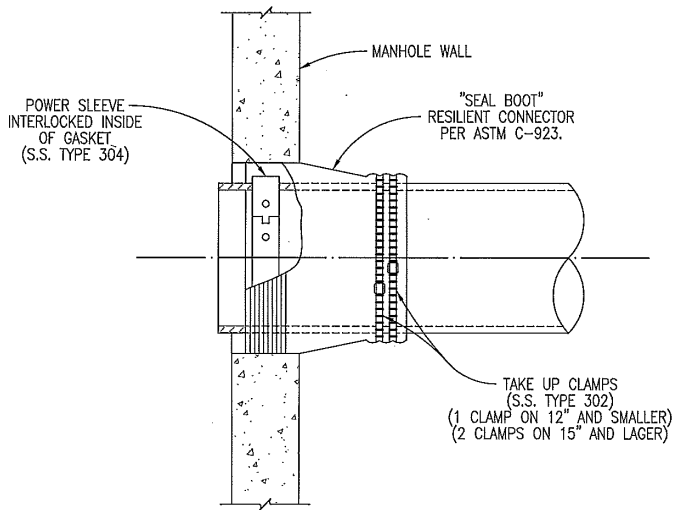
NOTES:

1. SUBGRADE SHALL BE COMPACTED AS PER ITEM 201S, SUBGRADE PREPARATION.
2. VALVE CASTINGS SHALL BE ADJUSTED TO GRADE AFTER FINAL LIFT OF OVERLAY IS IN PLACE.
3. CLEAN VALVE BOX OF ALL DEBRIS DOWN TO THE BASE OF THE VALVE.
4. REMOVE EXISTING RISER PIPE DOWN 18" AND REPLACE TO THE NEW ELEVATION NEW PIPE AND A C-5A CASTING.
5. WHERE CAST IRON CASTINGS TO BE REMOVED REQUIRE EXCAVATION GREATER THAN 20" DEEP, CONTRACTOR MAY ELECT TO FILL EXCAVATION WITH CONTROLLED LOW STRENGTH MATERIAL (ITEM 402S) TO THE UNDERSIDE OF THE CONCRETE PAVEMENT PATCH IN LIEU OF COMPACTED BACKFILL.
6. REINFORCING STEEL SHALL MEET ITEM 406S, REINFORCING STEEL.



PLAN VIEW

	APPROVED BY:	DATE:	CITY OF TAYLOR WILLIAMSON COUNTY, TEXAS STANDARD DETAILS	STANDARD UT 210
	CS	JULY 2009		
			VALVE BOX ADJUSTMENT DETAIL	



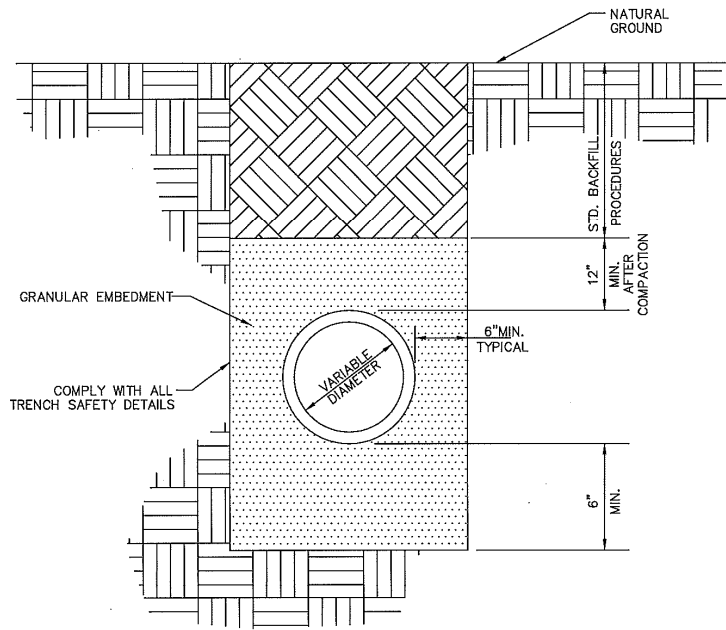
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

FLEXIBLE "SEAL BOOT" CONNECTOR

STANDARD

UT 211



NOTE:
COST OF GRANULAR EMBEDMENT IS INCLUDED
IN PRICE BID PER LINEAR FOOT OF SEWER
PIPE.



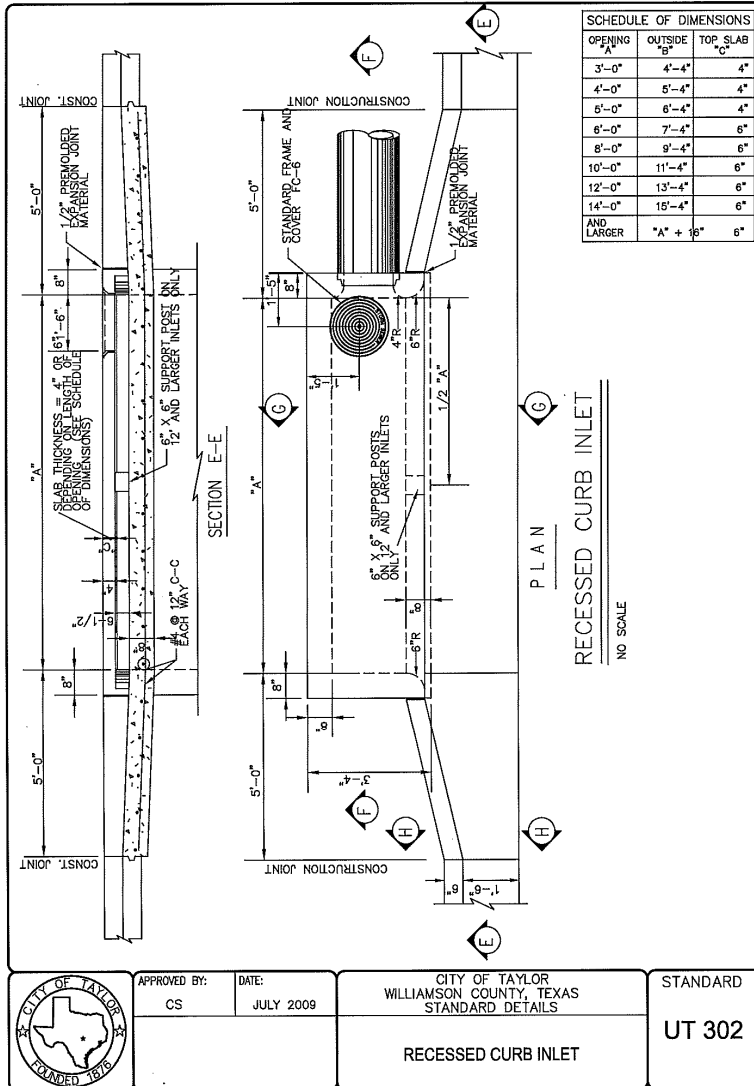
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

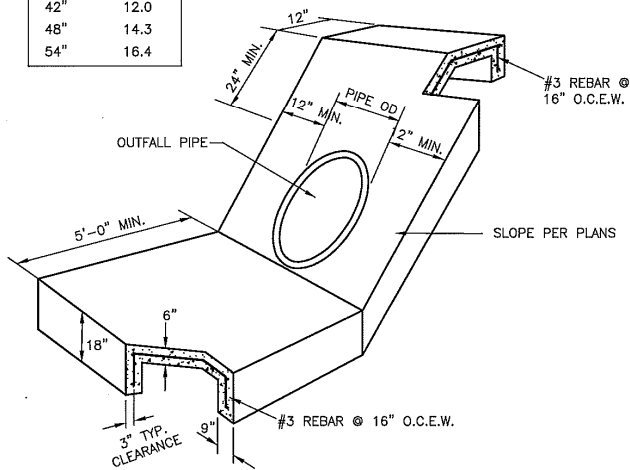
STORM DRAIN PIPE EMBEDMENT
DETAIL

STANDARD

UT 300



MINIMUM RIP-RAP QUANTITIES	
PIPE	SQ. YDS.
18"	6.2
24"	6.9
27"	7.8
30"	9.5
36"	10.4
42"	12.0
48"	14.3
54"	16.4



NOTES:

1. WHEN HEADWALLS AND WINGWALLS ARE REQUIRED, THEY SHALL CONFORM TO THE TEXAS HIGHWAY DEPARTMENT STANDARDS, OR AS DIRECTED BY THE CITY.
2. ENERGY DISSIPATERS SHALL BE INSTALLED IF PIPE VELOCITY EXCEEDS 5.0 F.P.S., OR AS DIRECTED BY THE CITY.



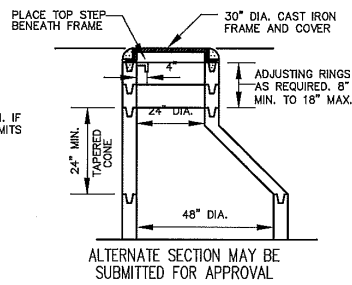
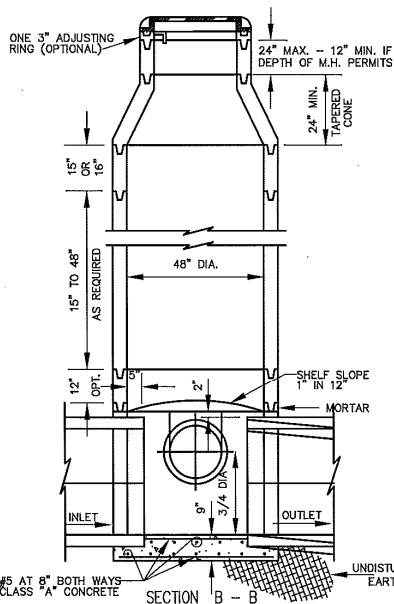
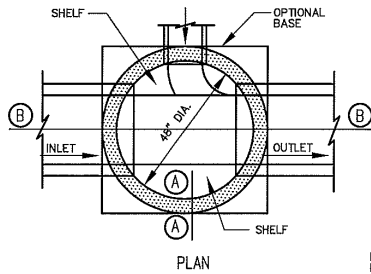
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

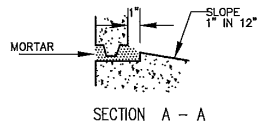
RIP-RAP AT PIPE OUTFALL

STANDARD

UT 304



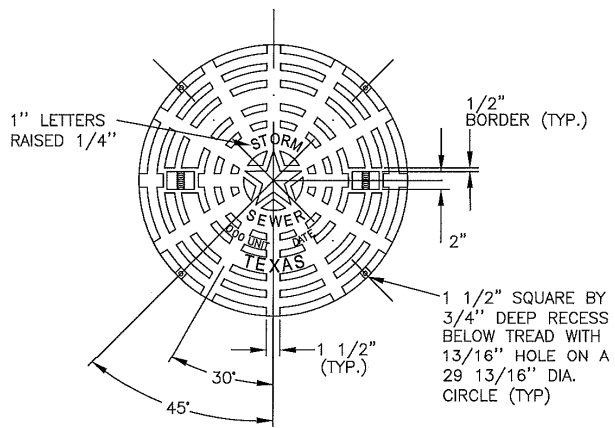
NOTES: USE 24" FRAME AND COVER
MINIMUM SIZES:
4" DIA. - 18" TO 30"
5" DIA. - 36" TO 42"
6" DIA. - 48" TO 54"
7" DIA. - 60" TO 66"
SIZES TO BE USED ARE
DEPENDENT ON SEWER
ANGLES.



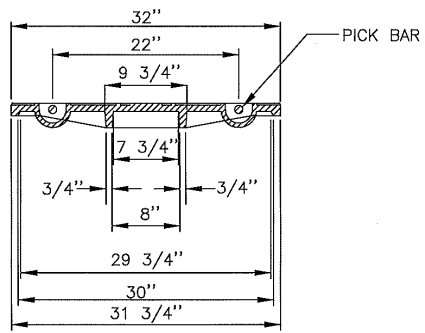
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS
STORM SEWER MANHOLE - PRECAST

STANDARD
UT 305



LID PLAN VIEW



LID SECTION VIEW



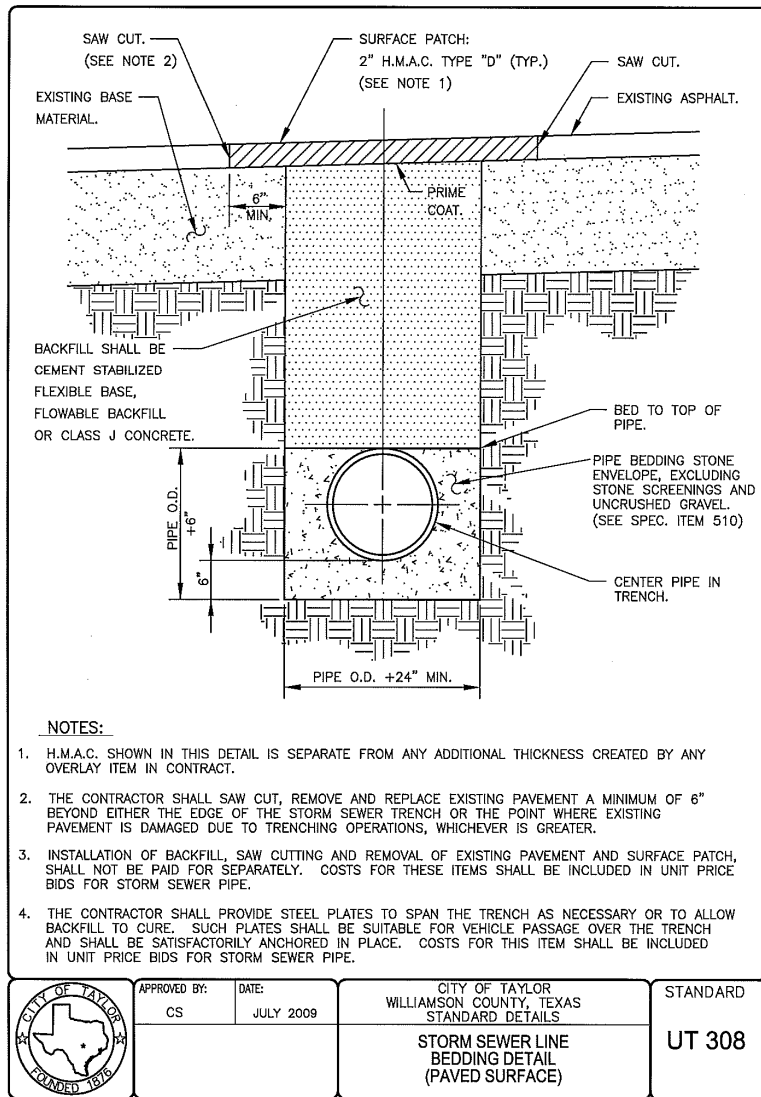
APPROVED BY: CS
DATE: JULY 2009

CITY OF TAYLOR
WILLIAMSON COUNTY, TEXAS
STANDARD DETAILS

STANDARD STORM SEWER
MANHOLE COVER (32")

STANDARD

UT 306



([Ord. No. 2009-37, § 3, 2-9-2010](#) ; [Ord. No. 2019-32](#), § 2(Exh. A), 12-12-2019; [Ord. No. 2020-03](#), § 2(Exh. A), 5-14-2020)

ORDINANCE NO. 2021-02

THIS ORDINANCE AMENDS ORDINANCE NO. 2009-37, ORDINANCE NO. 2019-32, AND ORDINANCE NO. 2020-03 WHEREIN AN ENGINEERING MANUAL WAS ESTABLISHED AND SUBSEQUENTLY AMENDED FOR MINIMUM STANDARDS AND CONSTRUCTION DETAILS FOR ALL PUBLIC FACILITY IMPROVEMENTS, WITH STANDARD DETAILS FOR EACH TYPE OF IMPROVEMENT; AND THIS ORDINANCE ESTABLISHES A REVISED ENGINEERING MANUAL FOR THE PURPOSES SET FORTH IN THE REVISED ENGINEERING MANUAL ATTACHED HERETO AND INCORPORATED INTO THIS ORDINANCE; 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 Engineering Manual establishing new standards and construction details for all public facility improvements, with standard details for each type of improvement; and

WHEREAS, any reference to the Engineering Manual shall be a reference to the Engineering Manual attached hereto and incorporated by reference herein for all purposes;

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 Engineering Manual as previously adopted in Ordinance 2009-37 and subsequently amended in Ordinance 2019-32 and Ordinance 2020-03 to the Engineering Manual now 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 Engineering Manual 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. 2021-02 was introduced before the Taylor City Council on the 10th day of December, 2020.

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

Brandt Rydell, Mayor

ATTEST:

Dianna Barker, City Clerk

APPROVED AS TO FORM:

Ted W. Hejl, 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. 2021-02, 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



City Council Meeting

January 14, 2021

Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #:

7

Agenda Title:

Public Hearing and Introduce Ordinance 2021-03 changing the current zoning for a parcel of land, consisting of approximately 0.41 acres, addressed as 1902 Old Granger Rd., from Single-Family Residential Zoning District (R-1) to Local Business Zoning District (B-1).

Council Action to be taken: Hold Public Hearing and Introduce Ordinance

Department Submitted: Development Services

Staff Contact: Tom Yantis, AICP/Director of Development Services and Assistant City Manager

1. PURPOSE/DESCRIPTION

The applicant is proposing to re-zone the subject property for a future medical office. The subject property is approximately 0.41 acres, addressed as 1902 Old Granger Rd. The current zoning of the subject property is Single-Family Residential Zoning District (R-1) which does not permit the desired land use. Consequently, the new owner would need to request a change of zoning to a commercial district which does permit medical offices, by-right. The applicant is requesting a zoning change from R-1 to B-1.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

A desire to create opportunities for local businesses in the City of Taylor was a prominent theme during stakeholder meeting during the preparation of the Comprehensive Plan. *Goals, Objectives, and Actions* were established to document the overarching need for economic development and develop ways to promote it. In reviewing the actions that will meet the objectives and goals in the Comprehensive Plan, the requested rezoning to B-1 will provide an appropriate location for a local business to start and prosper. Old Granger Road is adjacent to Main St., an arterial which is the appropriately classified roadway to service commercial development. This location has adequate public facilities such as water and wastewater also. Infill development promotes the efficient use of existing infrastructure rather than stresses our resources by permitting development on the fringe.

Currently, the Future Land Use Plan Map (FLUP) designation for the subject property is Multi-Family; however, the adjacent Main Street Corridor is designated for Commercial Land Uses. As discussed in previous reports the FLUP Map is not a Zoning Map and conceptual. The lines are not etched in stone. The FLUP is meant to be more fluid and subject to change as it is an integral part of a living document. Consequently, the request is consistent with intent of the Comprehensive Plan.

On December 8, 2020, 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 R-1 to B-1 for approximately 0.41 acres at 1902 Old Granger Rd.

2. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Will promote economic development • Adjacent to an arterial • Utilities are available (infill) • Increase in tax revenue	•

4. RECOMMENDATION

On December 8, 2020, 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 - December 8, 2020

P&Z unanimously recommended approval

City Council public hearing and ordinance introduction – January 14, 2021

City Council introduced the ordinance

City Council consideration of ordinance approval – January 28, 2021

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

7a. [Staff Report](#)

7b. [Existing Zoning Map](#)

7c. [Proposed Zoning Map](#)

7d. [FLUP Map](#)

7e. [Draft Ordinance 2021-03](#)

7f. [Ordinance Exhibit “A”](#)

7g. [Ordinance Exhibit “B”](#)

7h. [Power Point](#)

PZ-2020-1267
Staff Report
1902 Old Granger Road

Requested Action: Zoning Map Amendment to the official zoning map to rezone approximately 0.41 acres from Single-Family Zoning District (R-1) to Local Business Zoning District (B-1)

Applicant: Rick Northcutt and Candy Buzan/RCT Holdings, LLC

Subject Property: Approximately 0.41 acres, addressed as 1902 Old Granger Road, more particularly described by Williamson Central Appraisal District Parcel R019559; part of and out of J. Pharrass Survey, Abstract No. 495, Taylor, Williamson County, Texas.

Parcel Information

Current Zoning: Single-Family Residential (R-1)

Current Use: Vacant single-family home

Proposed Zoning: Local Business (B-1)

Future Land Use Plan: Multi-Family

Adjacent Parcel Information

North: Single-family residential use, R-1 Zoning District

South: Vacant, R-1 Zoning District

East: Multi-family use, MF-1 Zoning District

West: Old Granger Road ROW next to B-2 Zoning District

Purpose:

The applicants are proposing to rezone the subject property, which is a vacant home they recently purchased, for future commercial development. Ultimately, the desired use is a medical office. Currently, the subject is zoned R-1, which does not permit medical office uses by-right. For the proposed medical office project to move forward a rezoning to the B-1 Zoning District designation would be necessary as medical office uses are permitted by-right.

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 L3.6: *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 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.*

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.*
- *Retail development should be clustered throughout the City and convenient to residential areas.*
- *Buffers should separate retail/office uses and residential areas.*
- *Office and professional uses should be compatible with nearby residential areas and other uses through appropriate building height limitations and adequate buffering and landscaping that encourage pedestrian access.*
- *Low-intensity office and professional uses should provide a transition between more intense uses and residential areas.*

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.*

- *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.*

The Future Land Use Plan map identifies the subject property as an area for Multi-Family residential; however, to the west the properties are designated Commercial. 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. The FLUP is not a rigid, parcel-specific mandate for how land shall be developed. When proposed development differs somewhat from the generalized land use pattern depicted for an area, it is the responsibility of the Planning and Zoning Commission, supported by City staff, to determine whether the development will otherwise be in keeping with the goals and objectives of the City's Comprehensive Plan, as well as the Land Use Policies. The requested B-1 Zoning District is appropriate between the commercial land uses along N. Main and multi-family land use to the east.

Staff Recommendation

Staff recommends approval of the requested rezoning.

Remodeling the existing home for a medical office is an infill development project located in an area with substantial commercial development, and the site has good access and adequate infrastructure. Infill development meets one of the primary tenets of economic development and planning best practices by encouraging development where there is existing infrastructure. As a City it is crucial to capitalize on our existing resources. Additionally, this proposed rezoning is consistent with the overall intent of the Future Land Use Plan as mentioned above.

Planning and Zoning Commission Recommendation

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

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

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

This request for re-zoning is consistent with the Comprehensive Plan. As mentioned previously in the staff analysis, this rezoning request promotes infill development, efficient use of existing infrastructure and economic development, which are objectives in the Comprehensive Plan. Rezoning the subject property to B-1 to accommodate commercial development would be consistent with **Action L3.6:** *Guide new commercial development to clusters (shown on the Future land*

Use Plan instead of scattered and/or “strip” development). Additionally, rezoning the subject property to a commercial zoning district accomplishes **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.** These actions meet the objective to provide viable locations for businesses in Taylor.

The rezoning would further the goals in the Comprehensive Plan and is in line with best practices and policies mentioned previously in this report.

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

This proposed rezoning is compatible with the surrounding area there are businesses along N. Main to the west and houses that are transitioning from residential to commercial to the north. To the south, there is a vacant residential lot with multi-family beyond it. To the east is multi-family. A medical office or other local business land uses permitted in the B-1 Zoning District would provide a buffer between the business on N. Main and the surrounding multi-family.

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

The purpose of the Planning Principles and Policy Guides and the Code is to promote the health, safety and general welfare by promoting safe, orderly and economical sustainable development. The purpose of the Planning Principles and Policy Guide and the Code will be met as the proposed development will comply with all ordinances ensuring that concerns with regard to public health, safety and general welfare are addressed. For example, any use that is not residential is required to screen when adjacent to residential land uses and zoning districts. There are other regulations in our Code such as Performance Standards to minimize any adverse effects on adjacent properties. Additionally, as mentioned previously, this is infill development and promotes sustainable economic development.

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

There is adequate infrastructure for this proposed project as this area is already developed and this is an infill project.

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

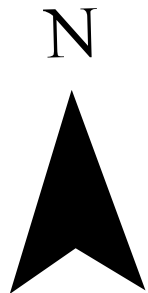
One of the properties to the north has been rezoned to B-1 and another is an office as the area is transitioning from residential to commercial land uses. The area is ripe for rezoning so the subject property can transition to a commercial use to accommodate the growth we are experiencing in Taylor.

Attachments:

1. Current Zoning Map
2. Proposed Zoning Map
3. Future Land Use Plan Map
4. Proposed Ordinance
5. Survey



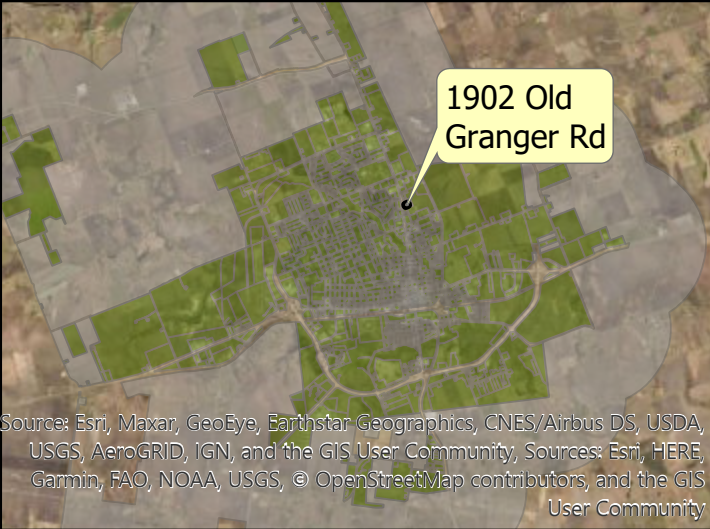
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



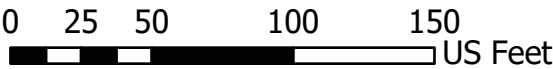
PZ-2020-1267
1902 Old Granger Rd
Current Zoning

Legend

- Streets
- ▭ Current R-1 Zoning
- ZONING**
- B-1
- B-2
- MF-1 Multi- Family
- MF-2 Multi-Family
- R-1 Single Family

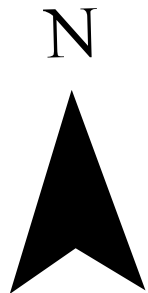


Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





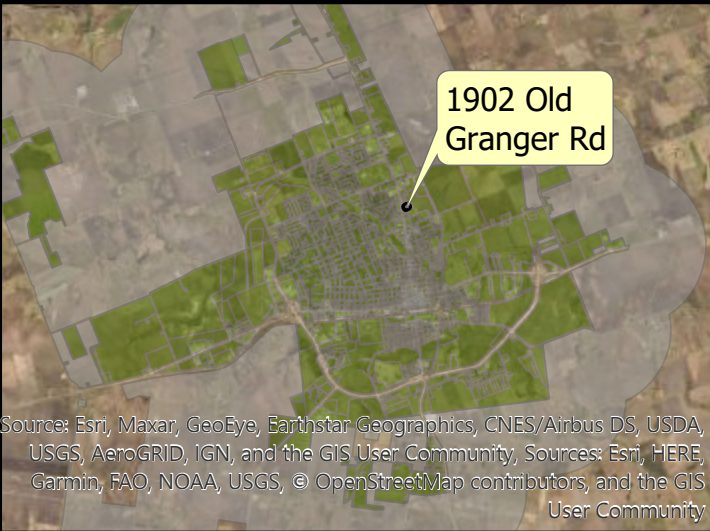
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



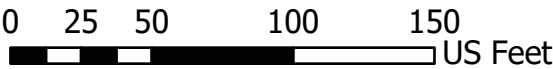
PZ-2020-1267
1902 Old Granger Rd
Proposed Zoning

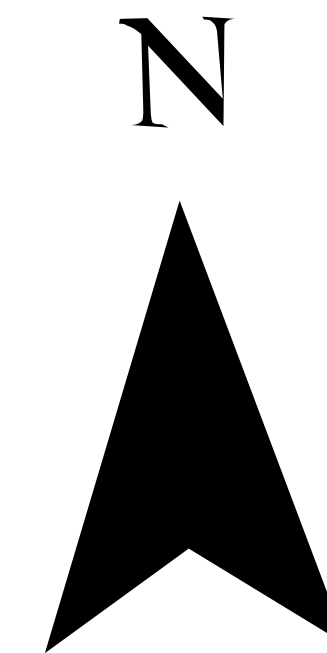
Legend

- Streets
- ▬ Proposed B-1 Zoning
- ZONING**
- B-1
- B-2
- MF-1 Multi- Family
- MF-2 Multi-Family
- R-1 Single Family



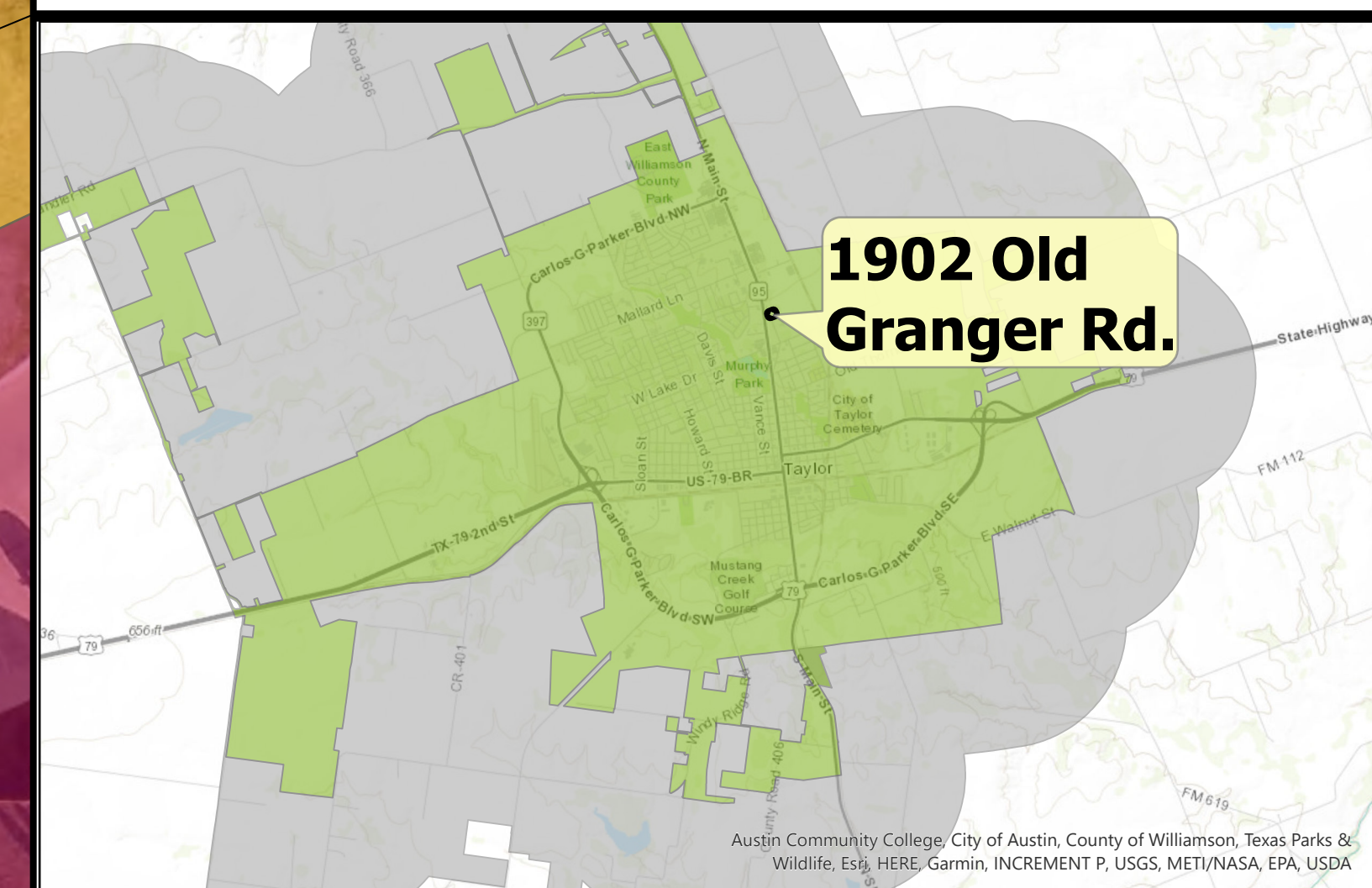
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





Legend

- Streets
 Subject Property
 Parcels
 2013 Future Land Use
 COMMERCIAL
 MULTI FAMILY



A horizontal number line with tick marks at 0, 2, 4, and 8. The word "Miles" is written at the end of the line.

ORDINANCE NO. 2021-03

AN ORDINANCE CHANGING THE ZONING OF PROPERTY DESCRIBED AS APPROXIMATELY 0.41 ACRES, ADDRESSED AS 1902 OLD GRANGER ROAD, MORE PARTICULARLY DESCRIBED BY WILLIAMSON CENTRAL APPRAISAL DISTRICT PARCEL R019559; AND LEGALLY DESCRIBED IN THIS ORDINANCE AS PART OF AND OUT OF J. PHARRASS SURVEY, ABSTRACT NO. 495, TAYLOR, WILLIAMSON COUNTY, TEXAS, FROM SINGLE-FAMILY RESIDENTIAL ZONING DISTRICT (R-1) TO LOCAL BUSINESS ZONING DISTRICT (B-1); 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 January 14, 2021, to consider the request made by the applicant, whose 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 Zoning District (R-1) to Local Business Zoning District (B-1); and

WHEREAS, the Planning and Zoning Commission, after proper notice, conducted a public hearing on December 8, 2020, to consider the zoning request, and recommended approval of 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 zoning district of the Property is changed from Single-Family Residential Zoning District (R-1) to Local Business Zoning District (B-1).

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 District (R-1) to Local Business Zoning District (B-1).

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 2021-03 was introduced before the Taylor City Council on the _____ day of January, 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-XX, 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.

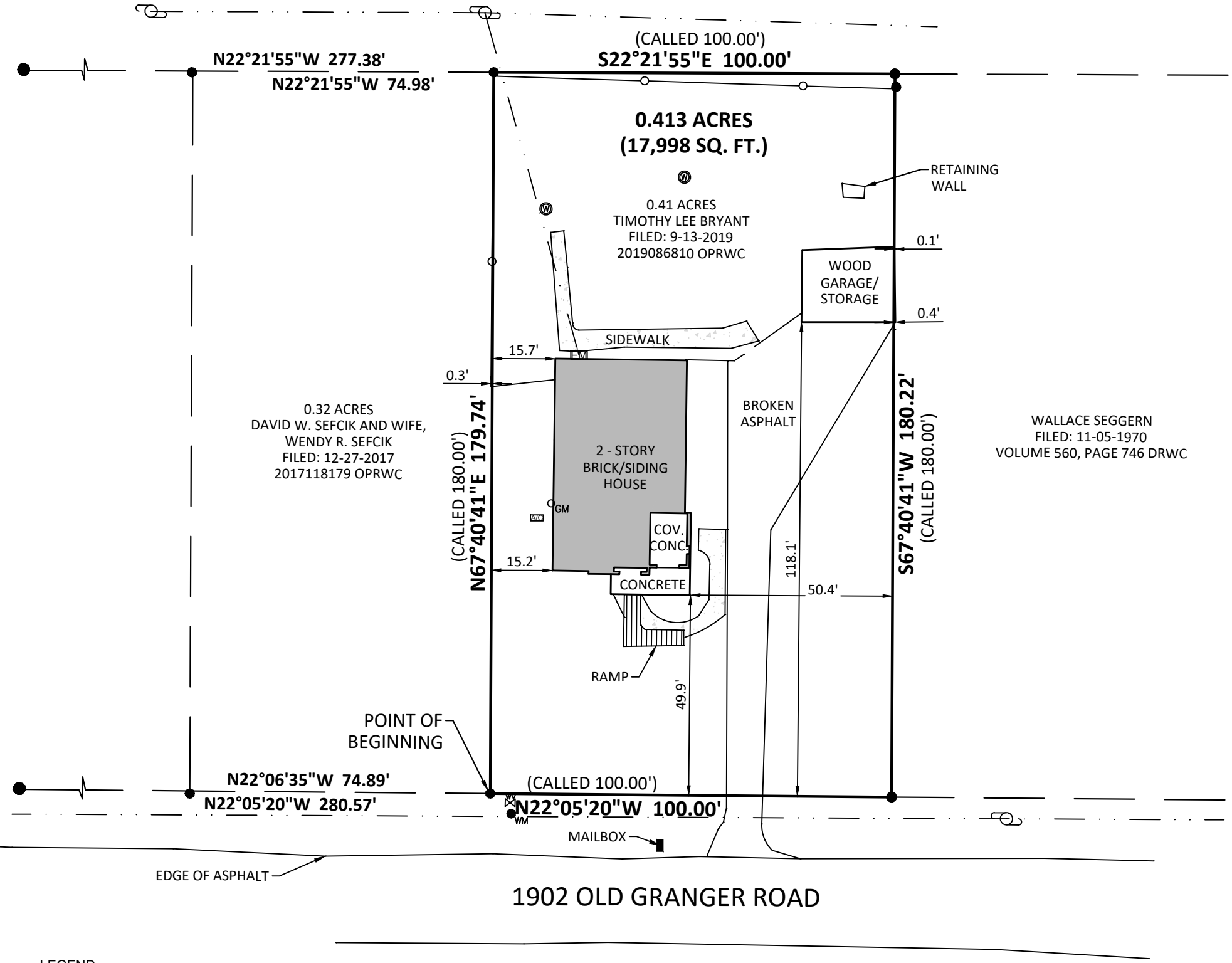
Dianna Barker
City Clerk

EXHIBIT A
(legal description)

DRAFT

BEING A 0.413 ACRE (17,998 SQUARE FOOT) TRACT OF LAND OUT OF THE JOHN PHARRASS SURVEY, ABSTRACT NO. 495, LOCATED IN WILLIAMSON COUNTY, TEXAS, SAID 0.413 ACRE TRACT BEING ALL OF A CALLED 0.41 ACRE TRACT AS CONVEYED IN AN EXECUTOR'S DEED FROM TIMOTHY LEE BRYANT, INDEPENDENT EXECUTOR OF THE ESTATE OF LILLIAN S. BUZAN, DECEASED TO TIMOTHY LEE BRYANT, FILED SEPTEMBER 13, 2019 AS RECORDED IN DOCUMENT NO. 2019086810 OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS.

GRACE PLACE
CABINET G, SLIDE 319 PRWC

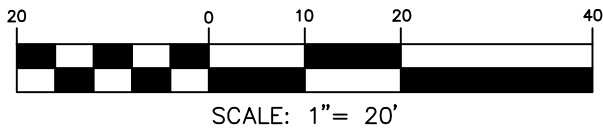


TO: LONGHORN TITLE COMPANY
RE: RCT HOLDINGS, LLC

THE UNDERSIGNED HEREBY CERTIFIES:
THIS SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION ON **JUNE 16, 2020**, AND IS A TRUE, CORRECT AND ACCURATE REPRESENTATION OF THE PROPERTY AS DETERMINED BY SURVEY, THE LINES AND DIMENSIONS OF SAID PROPERTY BEING AS INDICATED BY THE PLAT; THE SIZE, LOCATION AND TYPE OF BUILDINGS ARE AS SHOWN, ALL IMPROVEMENTS BEING WITHIN THE BOUNDARIES OF THE PROPERTY, AND SET BACK FROM THE PROPERTY LINES THE DISTANCES INDICATED. THERE ARE NO ENCROACHMENTS, CONFLICTS OR PROTRUSIONS, EXCEPT AS SHOWN HEREON, AND SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY.

ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM) FOR WILLIAMSON COUNTY, TEXAS, COMMUNITY PANEL NUMBER **48491C0533F**, **EFFECTIVE DECEMBER 20, 2019**, THE SUBJECT TRACT IS LOCATED IN **ZONE "X"**, WHICH IN THIS CASE **IS NOT** LOCATED IN A SPECIAL FLOOD HAZARD AREA.

Corey J. Hall
COREY JOSEPH HALL, RPLS
TEXAS REGISTRATION NO. 6362



KONTUR
TECHNICAL, LLC

26 WOODLAND LANE, ROUND ROCK, TEXAS 78664
TEL: (512) 360-0012 TBPELS REGISTRATION #10194591

LAND TITLE SURVEY
1902 OLD GRANGER ROAD
TAYLOR, TEXAS 76574

DRAWN BY: CJH

DATE: 06/16/2020

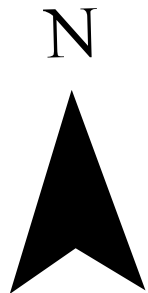
JOB NO.: 4001.007

SCALE: 1" = 20'

SHEET 1 OF 1



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

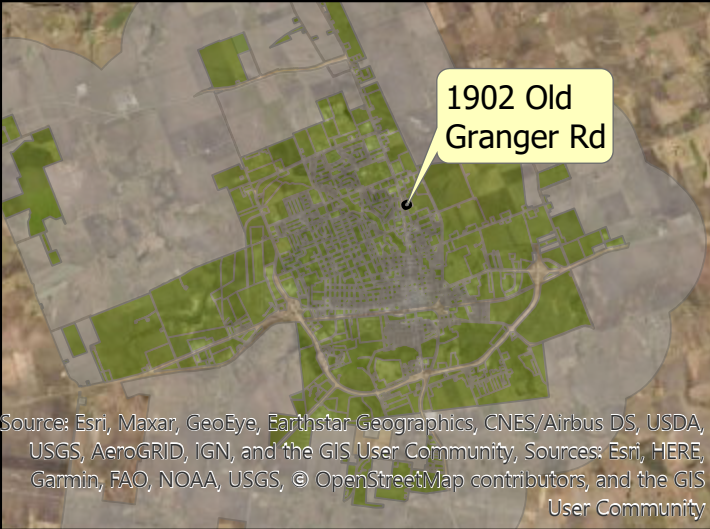


PZ-2020-1267

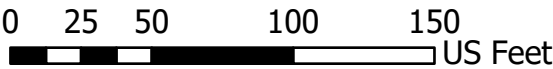
**1902 Old Granger Rd
Proposed Zoning**

Legend

- Streets
- ▬ Proposed B-1 Zoning
- ZONING
 - B-1
 - B-2
 - MF-1 Multi- Family
 - MF-2 Multi-Family
 - R-1 Single Family



Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community





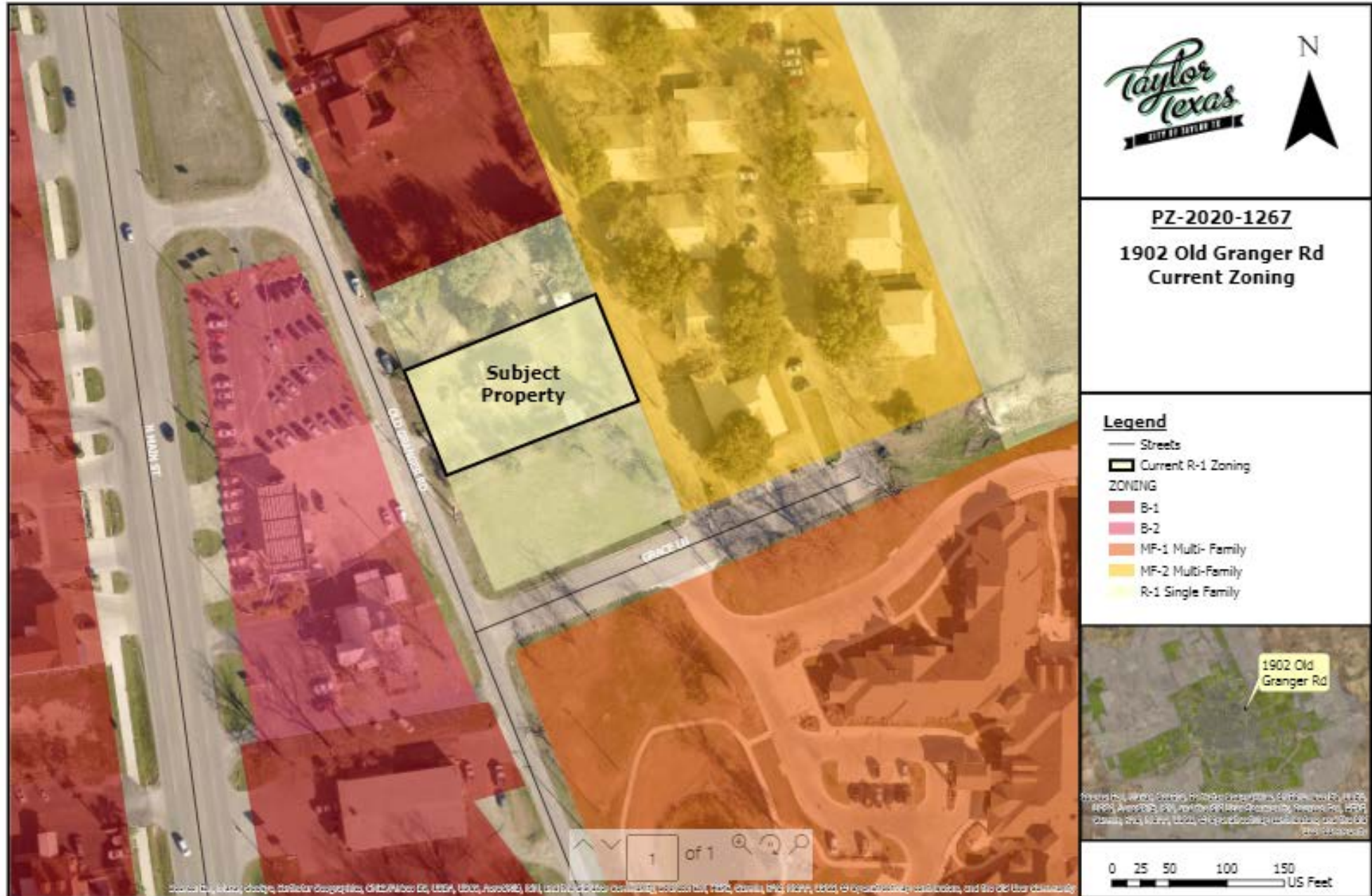
City of Taylor City Council

January 14, 2021

PZ-2019-1267

1902 Old Granger Road
Rezoning From R-1 To B-1

Current Zoning



Proposed Zoning



FLUP Map



Staff Recommendation

Staff recommends approval of the proposed rezoning.

- Consistent with the intent of the Comprehensive Plan
- Consistent with changes from residential to commercial
- Taylor is growing so more services are needed



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 8
Agenda Title: Presentation regarding the Housing Stability Working Group report

Council Action to be taken: Receive presentation

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

Pastor Jeff Ripple of the Taylor Area Ministerial Alliance (TAMA) will present the findings and recommendations of a working group that met throughout 2020 to address the issue of homelessness and housing instability.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Representatives from Taylor Area Ministerial Alliance and the City of Taylor met to discuss the issue of homelessness in Taylor. From that initial meeting began the work to develop a proactive strategy to address housing instability and homelessness and mitigate its affect in our communities, while educating and informing the public. The conversation expanded to include additional contributors of ideas in several in-person and virtual meetings, with the ongoing invitation to bring in others to join the conversation. These meetings came to include representatives from Taylor Area Ministerial Alliance, City of Taylor Administration and Development Services, Taylor Police Department, Justice of the Peace Precinct 4, Habitat for Humanity of Williamson County, Taylor Housing Authority, Shepherd's Heart, Taylor Public Library, Taylor ISD, Interagency Support Council, Lone Star Circle of Care, Taylor City Council, other nonprofits and the community-at-large.

What began as a plan to address homelessness in Taylor grew into a more comprehensive plan that reflects the larger picture of the challenges facing Taylor's families experiencing housing instability. Once data was collected from organizations, it became clear that while there are supports in place to help the relatively few homeless individuals living on the streets, there was not the same level of coordinated efforts to address the housing instability many other families are experiencing.

Volunteers formed a smaller working group that met for two months to develop the vision and the plan, giving a presentation in October 2020 to a larger group of individuals for additional input.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• N/A	• N/A

4. RECOMMENDATION

Receive presentation.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

8a. [Presentation](#)

8b. [Report from Housing Stability Working Group](#)



Community Effort to Gain Housing Stability in Taylor City Council Presentation January 14, 2021

Introduction

2020 Participants

Taylor Police Department

Taylor Area Ministerial Alliance

City of Taylor City Manager's Office

Justice of the Peace, Precinct 4

Fire and Police Chaplains

Habitat for Humanity of Williamson
County

Taylor ISD

Shepherd's Heart

Taylor Housing Authority

Business Owners

Taylor Public Library

Interagency Support Council

Lone Star Circle of Care

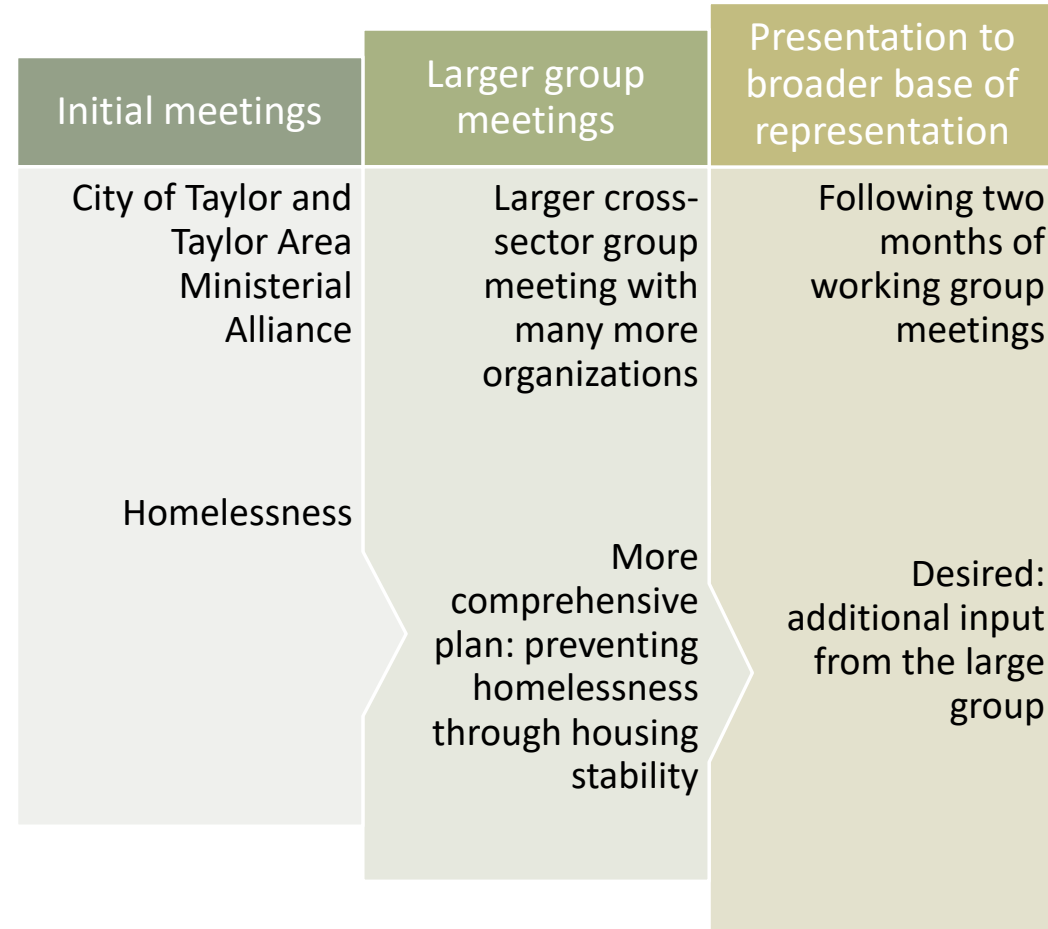
Taylor City Council

LifePark Center

Bluebonnet Trails Community Services

Community-at-large

BACKGROUND



Housing Stability Continuum

no permanent
home

transitional

permanent
supportive

assistance based
rental

market
rental

home
ownership

What the data indicate:

- Relatively few people living on the streets in Taylor
- Much larger group experiencing unstable housing

Mission

Engage and educate the community to achieve
housing stability and self-sufficiency

Vision

A community where all people are empowered to achieve home stability and self-sufficiency

Strengths

- A long-standing collaboration in the emergency assistance network (Police, Taylor Area Ministerial Alliance, Shepherd's Heart, Salvation Army)
- Taylor Housing Authority is planning to expand its housing inventory
- Habitat for Humanity of WC past success and future plans for new housing in Taylor
- The City of Taylor is engaged in developing an update to the comprehensive plan

Challenges

- Gaps in community awareness about local resources
- Homogenous housing stock
- Increasing construction costs
- Long commute times for higher wages not available in Taylor
- New groups of people are struggling financially and are not familiar with the available resources. This reduces stigma and highlights the community-wide urgency.

Goals



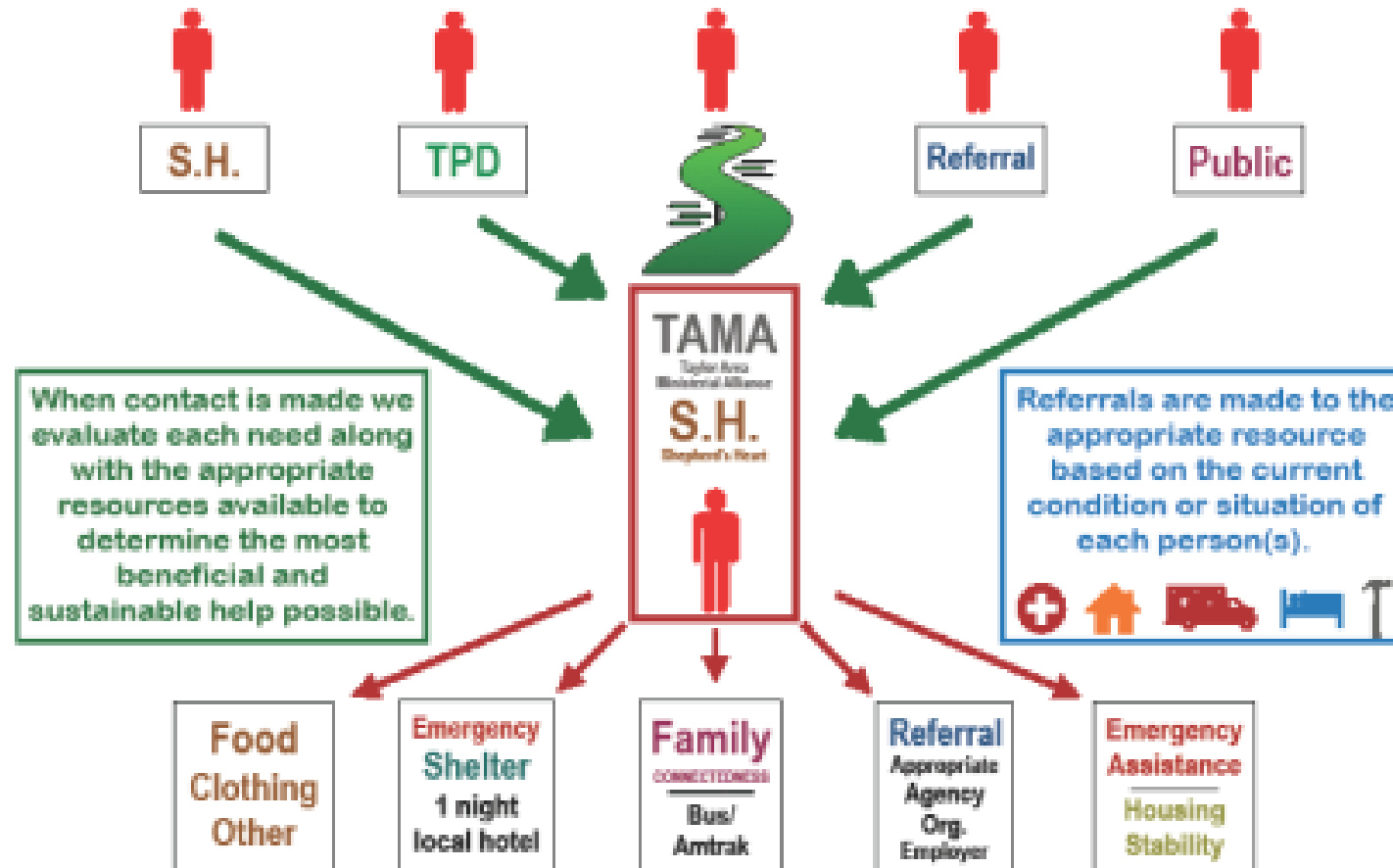
Broad community understanding of housing supports, opportunities and needs



A wide variety of housing types and styles are available to community members

Assistance Flow Chart

Taylor and East Williamson



SH = Shepherd's Heart Food Pantry TPD = Taylor Police Department TAMA = Taylor Area Ministerial Alliance



**Module A: How Much Will It Cost?
And Can I Afford It?**



**Module B: Checking Out the Rental
Property and the Landlord**



Module C: Application Process



**Module D: Who's Responsible for
Maintenance, Repairs and Care?**



Module E: Communications



**Module F: Rental Agreements—
Moving In, Moving On**

Rent Smart 

Foreclosure & Eviction Prevention

- Educate renters about their rights and obligations
- Provide pre-purchase education to home buyers





Demonstration Project



Living Model Home Park

A Flexible Plan

Additional Strategies for the Future

- Communications
- Improved Workforce Opportunities
- Home Sharing
- Home Repairs
- Mediation for Landlord/Tenant Disagreements
- Shelter and Meal Service Options for the Homeless

Discussion

A Community Effort to Gain Housing Stability in Taylor, Texas

October 2020

MISSION

Engage and educate the community to achieve housing stability and self-sufficiency.

VISION

A community where all people are empowered to achieve home stability and self-sufficiency.

VALUES

- PROACTIVE RESPONSE
 - seeking out opportunities for service
- LOCAL COLLABORATION
 - engaging all who are willing to help with the mission and vision
- DIGNITY
 - treating every person with respect and care
- FLEXIBILITY
 - revising responses as needed while staying true to the mission
- RESPONSIBILITY
 - Help available for those who embrace it
- WISDOM
 - commitment to discernment
- STEWARDSHIP
 - using resources to help as many people as possible

Housing Stability Continuum

no permanent
home

transitional

permanent
supportive

assistance based
rental

market
rental

home
ownership

BACKGROUND

Representatives from Taylor Area Ministerial Alliance and the City of Taylor met to discuss the issue of homelessness in Taylor. From that initial meeting began the work to develop a proactive strategy to address housing instability and homelessness and mitigate its affect in our communities, while educating and informing the public. The conversation expanded to include additional contributors of ideas in several in-person and virtual meetings, with the ongoing invitation to bring in others to join the conversation. These meetings came to include representatives from Taylor Area Ministerial Alliance, City of Taylor Administration and Development Services, Taylor Police Department, Justice of the Peace Precinct 4, Habitat for Humanity of Williamson County, Taylor Housing Authority, Shepherd's Heart, Taylor Public Library, Taylor ISD, Interagency Support Council, Lone Star Circle of Care, Taylor City Council, other nonprofits and the community-at-large.

What began as a plan to address homelessness in Taylor grew into a more comprehensive plan that reflects the larger picture of the challenges facing Taylor's families experiencing housing instability. Once data was collected from organizations, it became clear that while there are supports in place to help the relatively few homeless individuals living on the streets, there was not the same level of coordinated efforts to address the housing instability many other families are experiencing.

Volunteers formed a smaller working group that met for two months to develop the vision and the plan, giving a presentation in October 2020 to a larger group of individuals for additional input.

The working group recognizes the wide spectrum of housing options for individuals as indicated in the graphic and has chosen to focus available resources on working to create greater stability for those currently in or entering housing.

Chronic Homeless

Taylor has very few people in this situation. A network of assistance is offered and if a person chooses not to accept the help, the help will be available for a future time when they may desire it.

Couch Surfing – moving from one home to the next

Typically, this is a temporary situation with the goal to provide to assistance through the existing service continuum, making this a brief, non-recurring event.

Instability—struggling to stay in their home

This situation with early intervention/upstream supports can help people to stay in their homes, overcoming multiple families living in one home, lack of funds, limits in accessibility or maintenance/repair needs.

2020 REALITIES

The following were identified through a series of meetings in 2020 by the working group. This is not a comprehensive list and the list must be updated within each annual strategic planning session.

Strengths

- A long-standing collaboration in the emergency assistance network – Police, Taylor Area Ministerial Alliance, Shepherd's Heart, Salvation Army. (see Assistance Flowchart below)
- Income-generating avenues to fund emergency assistance—two thrift stores in Taylor
- Cross-sector involvement (City, churches, courts, schools, nonprofits, etc.)
- Infusions of funding from individuals/businesses/foundations/county assisting families and businesses
- Taylor Housing Authority's planned new buildings will improve the affordable housing stock
- Habitat for Humanity of WC home construction history, and plans of building and repairing homes, in Taylor
- Taylor ISD breakfast and lunch program

Challenges

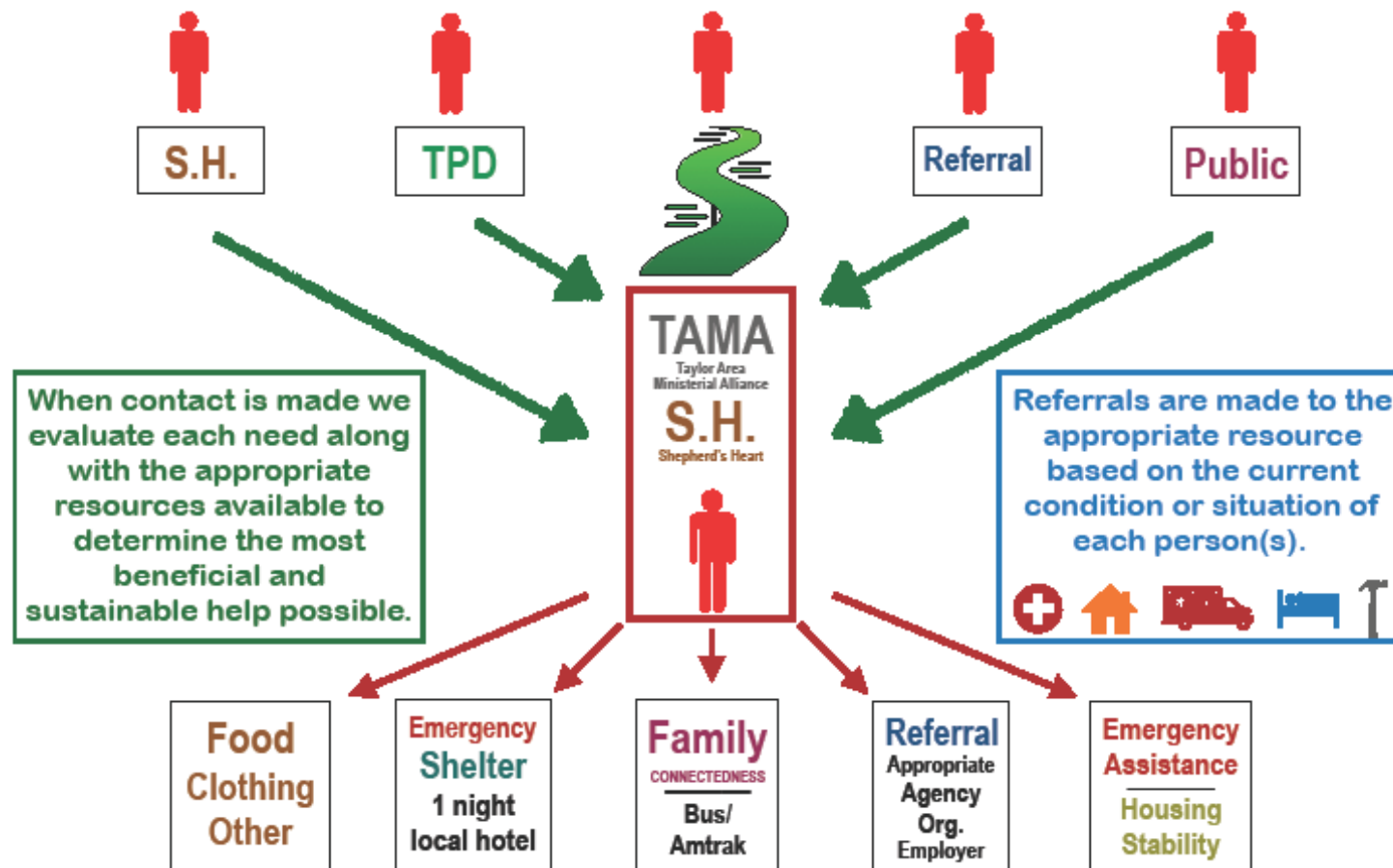
- Gaps in community awareness about local resources
- Homogenous housing stock
- Current building code
- Increasing construction costs
- Increasing appraisal values and taxes
- Potential wave of evictions in coming months due to earlier COVID-19 related moratorium
- Childcare difficulty for parents who work outside the home due to virtual public education
- Struggling small businesses
- High commute times (as much as 2.5 hrs.) for higher wages which are not available in Taylor
- Land in a city's ETJ can be more affordable but does not always have water/wastewater/utility lines to the property; installation of that increases the cost per home

Opportunities

- Broad negative impact of COVID-19 on incomes/housing stability has reduced the stigma of needing financial help and highlights the community-wide urgency
- Economic growth continues in Taylor despite setbacks related to COVID-19
- The City owns a parcel of land on which alternative housing types can be demonstrated
- The City of Taylor is engaged in developing an update to the 2004 comprehensive plan

Assistance Flow Chart

Taylor and East Williamson



DATA

Data provides an important foundation for communities to work together on pressing issues. The data promotes community ownership and accountability for the need and solutions to that need. The working group was able to better identify the need and the mission, identify points for collaboration, and set the course for measuring outcomes. The following data was provided by Shepherd's Heart, the Taylor Area Ministerial Alliance (TAMA), Habitat for Humanity of Williamson County, St. Mary's Catholic Church, Taylor ISD, and Williamson County Justice of the Peace--Precinct 4. Data was also retrieved from the Taylor Housing Authority website and www.HealthyWilliamsonCounty.org.

2019 Emergency Assistance through TAMA and Shepherd's Heart



Emergency Shelter – Motel Overnight Stays

35+ people were assisted by TAMA.

11 were transient, the rest were local.

66 motel room nights at a cost of \$4,900.



Emergency Food and Clothing

15 homeless individuals came to Shepherd's Heart weekly for clothing, blankets, food, social connections, etc.

12 people received emergency food bags on average each week

300-330 families receive food distributions weekly and individuals who are not homeless.

500,000 pounds of food was distributed.

Emergency Rent/Utility/Transportation/Medicines

62 families received Shepherd's Heart emergency utility assistance (electrical/gas/water), between \$100 and \$150 per family

12 families had emergency rent payments through Shepherd's Heart averaging \$494/family

St. Mary's St. Vincent de Paul Emergency Assistance



\$23000 in electricity, rent, prescriptions, or water payments in 2019

\$14,000 in electricity, rent, prescriptions, or water payments Jan – Sept 2020

Taylor ISD



2 families were homeless at one point in 2019-2020; truly homeless, without a home to go to.

4 students were couch surfing, moving from one home to the next. These are the students that move out of their parents' home. These typically self-resolve as the student moves back into the parents' home.

25-30 families were assisted through the McKinney Vento Program in 2019-2020.

Public Housing



43 units in the housing development owned by Taylor Housing Authority

210 Section 8 voucher program participants

Rental Housing and Home Ownership Statistics



48% of renters pay more than 30% of income on housing

\$1,000 is the market rate for a 1-bedroom apartment in Taylor

58% of homes in Taylor are owned by the occupants

Home Repair and Home Ownership Programs



Habitat
for Humanity®
of Williamson County
Texas

80% is the on-time payment rate during the pandemic for Taylor families owning homes through Habitat for Humanity of Williamson.

July 2019-June 2020

Within the HFHWC Homeownership Program:

2 homes built or in the process of being built in Taylor

8 number of applications received in Taylor in July 2019 (15 average)

60 average attendees at homeownership information meetings in (usually 3 meetings two times each year – January & July)

3 lots/sites in Taylor that are owned/granted for use by Habitat for Humanity for future building

15-20 individual lots and parcels identified by HFHWC, Taylor Housing Authority & City of Taylor (single family, multi-family units and may be transitional or homeownership)

Within the HFHWC Home Repair Program

7 homes that had improvements made through HFH

9 applicants HFHWC could not help due to request was outside our scope of work 0 in the last year.

3 applicants on the waiting list (funding not yet available)

Williamson County Precinct 4 Court – 2019 Eastern W.C. Eviction Filings



139 –Taylor

5 – Bartlett

10 – Granger

10 – Coupland

2020 Participants in the conversation about housing and homelessness

These are names of individuals who attended one or more of the meetings on this topic at St. Paul Lutheran Church or a virtual meeting.

Brian LaBorde, City Manager, Taylor, Texas

Chief Henry Fluck, Taylor Police Department

Commander Jeff Lagrone, Taylor Police Department

David Brooks, Volunteer, Shepherd's Heart

Debbie Hoffman, Executive Director, Habitat for Humanity of W. C.

Ebby Green, Director, Taylor Housing Authority

Eric Samuels, President/CEO of Texas Homeless Network

Father Keith Koehl, St. Mary's Catholic Church

George Qualley, Pastor, St. Paul Lutheran Church

Jeff Ripple, Pastor, Christ Fellowship Church and Police Chaplain

Mayor Brandt Rydell, City of Taylor

Mitch Drummond, Taylor City Council Member

Queen Lola Stephens-Bell, Restaurant Owner

Robert Garcia, Taylor City Council Member

Jeff Sciarretta, Fire Chaplain

Joel Shumate, Deacon and Missionary

John Matthews, Family Support Liaison, Taylor ISD

Jon Biefeld, St. John Lutheran Church

Jose Lopez, Housing Specialist, Bluebonnet Trails Community Services

Judge Stacy Hackenberg, Justice of the Peace, Precinct 4

Karen Ellis, Library Director, Taylor Public Library

Lisa Drummond, Physician, Lone Star Circle of Care

Loretta Masters, Director, Shepherd's Heart

Lynn Derrick, Pastor, Church of God Seventh Day

Ron Braley, Pastor, Northview Christian Church and Police Chaplain

Shane Allen, Crossroads Assembly of God

Tiffany Price, Director, LifePark Center

Trish Van Til, Director, Interagency Support Council

A Community Effort to Gain Housing Stability in Taylor, Texas

2020-2023 STRATEGIC PLAN

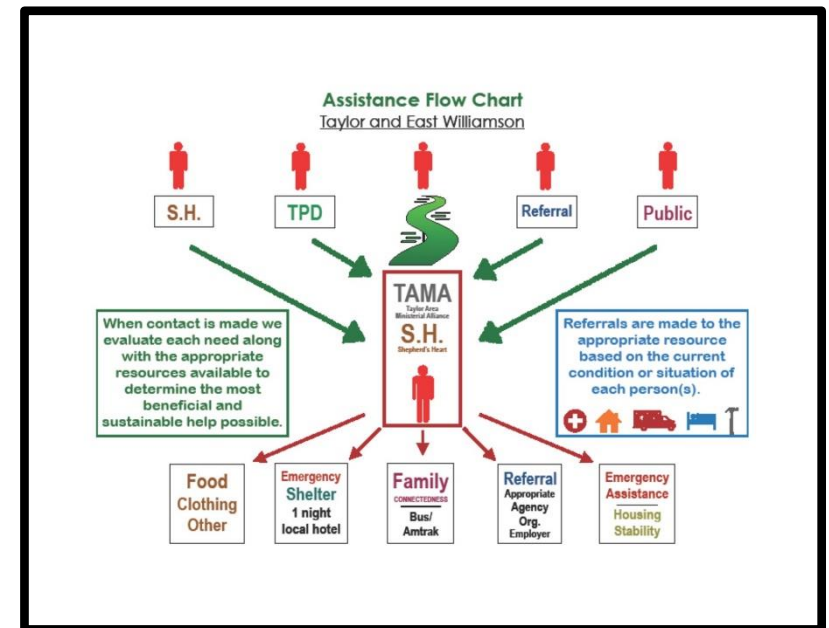
The following plan was developed from numerous meetings of participants listed in the October 2020 report.

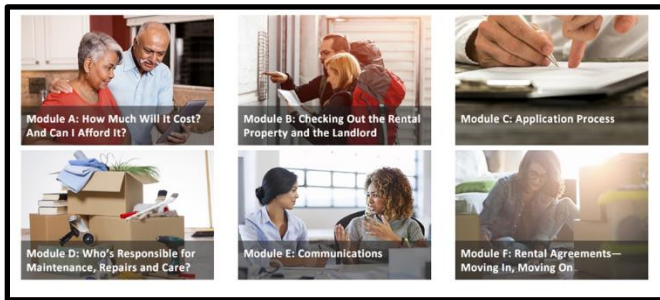
GOAL	OBJECTIVE	PRIORITY	ACTION PLAN	ENTITY LEAD(S)	METRICS	PARTNERING ENTITIES
Broad community understanding of housing supports, opportunities & needs	Eviction prevention	Reduce the number of families who are at risk of eviction	Create landlord list - from Chamber, appraisal district data & plaintiff data, multifamily apartment list Landlord survey to capture the number of tenants at risk for eviction - common data form that shows # of families who are 1, 2 or 3 months or > behind in rent/utilities. Educate landlords on the assistance network & encourage them to share with all tenants¹ Provide tenant assistance network information online and in the community		# at risk for eviction in 2021	
Broad community understanding of housing supports, opportunities & needs	Eviction prevention Decrease barriers to renting	Increase knowledge of tenant rights & responsibilities Increase community knowledge of living wage in Taylor	Provide Rent Smart classes² Identify and maintain data in public mind	LifePark Center	20+ graduates in 2020-2021	Classes provided in partnership with Texas A&M AgriLife Extension. Seeking Opportunities of Williamson and Burnet Counties to provide 1-1 budgeting support to participants.

Broad community understanding of housing supports, opportunities & needs	Foreclosure prevention	Increase homeowner rights & responsibilities	Provide pre- and post-purchase education	Habitat for Humanity of WC		
A broad number of housing types & styles are available to community members	Increase housing variety and styles	Create examples of different housing types	Create the vision for a model home park in Taylor ³ Involve an additional group of stakeholders Build the demonstration project	City of Taylor and Habitat for Humanity of WC		

¹When people are experiencing housing emergencies there is a local assistance in place. The Taylor Area Ministerial Alliance or Shepherd's Heart gets a call they assess and address the varying degrees of need. There are many additional organizations that are connected through the network. The network is a response, not a plan. The individual seeking assistance must take an active part in accepting the assistance offered and assistance is not limitless. "We work with people one day at a time. We evaluate at the end of each day. If people are willing to take the help, they can go a lot farther."

- Involve the local newspaper, particularly having the paper use its social media to inform the community.
- Email the flowchart to pastors in TAMA.
- Have a place on the Shepherd's Heart website for recurring donations.
- Make the chart with the list of resources and phone numbers available at the City.
- Host Club discussions with the Rotary Club, Lions Club, Chamber luncheon.
- Add resources to the back of the flyer, such as the new AA meetings at Northview Christian Church.





²Rent Smart focuses on the knowledge and skills essential for a successful renting experience. Emphasis is on forming a strong partnership between the tenant and landlord. Participants may include first time renters or homeowners transitioning to renting, individuals with poor rental or credit history, or individuals who have other issues that may cause potential landlords to perceive them as high-risk tenants. Six 1-hour classes are free to participants.

Examples of ways landlords have been partners in Rent Smart: View completion of Rent Smart as a positive for prospective renters, count Rent Smart completion as 1 year of positive rental history, half

off security deposit for Rent Smart graduates, or discounted rent--\$25 off per month.

The Rent Smart Timeline

Step 1 – Planning – October 2020

Determine where to house certificates and host the class, develop budget and resources, develop ideas for incentives and reach out to landlords.

Step 2 – Determine Collaboration Partners – October 2020

Identify and invite legal/courts guest presenter, and other nonprofit groups to highlight services that support self-sufficiency

Step 3 – Launch the pilot class – October 1, 2020

Launch Granger pilot with existing resources: Trainers to prepare materials, register participants, and pilot the 6-hour class with 6-8 Granger Housing Authority residents

Step 4 – Set up a registration plan for Taylor’s class – by October 30, 2020

Trainers and planning group present a virtual 15-minute overview to raise awareness for landlords, Opportunities for WBC, housing stability group, Chamber, etc.

Step 5 – Launch Rent Smart in Taylor – November 2020

Housing working group members invited to the award of certificates.

Step 6 – Evaluation – Winter 2020

Evaluate, send general results to Wisconsin, and determine how often to offer the class and refine the referral process for the class.

Step 7 – Determine Spring Rent Smart calendar – Winter 2020

Set up a registration plan for Taylor’s classes. Determine who will follow up with participants over time to learn about ease in finding housing, rate of on-time payments, ability to use skills to maintain housing. How will this be accomplished? Would Head Start family advocates, Opportunities for WBC case managers, Shepherd’s Heart or others be in the best position to refer participants and track success and support participants with services? How will results be communicated to the trainers and the larger housing stability group?

³A variety of housing options can meet the needs of all household types and income levels. On its own, the private sector housing market does not provide sufficient housing options to meet all of the needs in our community. There are many reasons for this including the cost of land, barriers in our development codes, lack of financing for new or innovative product types, etc.

The project is proposed on land owned by the City of Taylor on S. Doak Street. The vision for the project is to create a collaboration of public and private organizations to build a “living model home park” that includes housing choices that meet a wide range of housing needs in the community. These housing types may include small cottages surrounding a courtyard, duplexes, accessory dwelling units such as garage apartments, small apartment buildings that fit within the character of a residential neighborhood and more.



Step 1 – City of Taylor approval – Winter 2020/21

Present the vision to the Taylor City Council and receive their approval to use the Doak Street site for the demonstration project.

Step 2 – Determine Collaboration Partners – Winter-Spring 2021

Identify public and private entities that will partner in the demonstration project (i.e. City of Taylor, Habitat for Humanity of Williamson County, Taylor Housing Authority, Lone Star Circle of Care, private builders, etc.).

Step 3 – Develop a budget for Phase 1 of the project – Spring-Summer 2021

Phase 1 is proposed to include 5 lots in the 600 block of S. Doak Street. The budget will include funding commitments (including potential grant funding) from the collaboration partners and expenditures for planning, engineering, infrastructure improvements and construction of the Phase 1 housing units.

Step 4 – Engage a design professional – Summer-Fall 2021

The collaboration partners will engage a design professional (planner/architect) to develop a design concept for the site. This process should include neighborhood outreach and community participation.

Step 5 – Regulatory approval of design concept – Fall 2021

Once a design concept has been selected, the collaboration partners will seek any necessary regulatory approvals including a possible zoning change to facilitate the design.

Step 6 – Prepare detailed design drawings – Fall-Winter 2021/22

Once all regulatory approvals for the design concept are received the partners will engage the necessary design professionals (architect, engineer, etc.) to develop infrastructure plans and architectural plans.

Step 7 – Permitting – Spring 2022

After the design documents are complete, they will be submitted for permits with the City of Taylor.

Step 8 – Construction financing – Spring-Summer 2022 (and potentially sooner once design concept is finalized)

During this step funding for the construction will be finalized and partner responsibilities for construction and ongoing operation will be determined.

Step 9 – Construction – Summer-Winter 2022

Phase 1 construction will be completed during this step.

Additional Strategies That May Be Added in Future Years

This housing stability strategic plan is intended to be flexible enough to address changing needs. As multiple entities come forward with resources or a plan to obtain necessary resources, these options may be added to the strategic plan. Other strategies and action items that have been mentioned in meetings include the following:

Communications

- post the housing stability strategic plan on websites such as City of Taylor, St. Paul Lutheran Church
- educate the community through op ed articles in the Taylor Press
- educate church staff about housing support services across the region
- include St. Vincent de Paul Thrift Store of St. Mary's Catholic Church as a resource for referrals from other churches in helping with financial assistance
- develop strong relationships among church staff to jointly respond to requests for help
- donation option on Shepherd Heart's and other websites to support the network of housing assistance

Improved Workforce Opportunities

- work with the Chamber of Commerce to promote the on-the-job training programs offered through Taylor's industrial park businesses and area school district apprenticeship programs
- assist Career Life Ministries in bringing HVAC/electrical classes to Taylor
- encourage Temple College in bringing additional training opportunities to Taylor
- identify a living wage and make it available in Taylor

Home Sharing

- explore churches "matching" the elderly living alone in a home they own with a younger adult who needs a home, when appropriate

Home Repairs

- increase available funding and the number of volunteer teams/licensed trades who will complete the repairs for low income homeowners

Eviction Prevention

- mediation for landlord/tenant disagreements

Shelter and Meal Service Options for the Homeless



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 9
Agenda Title: Consider rental usage agreement for
Dickey-Givens Community Center

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

Department Submitted: Parks and Recreation

Staff Contact: Larry Foos, Director of Parks and Recreation

1. PURPOSE/DESCRIPTION

The purpose of this item is to consider a usage policy and a fee structure for the Dickey-Givens Community Center.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

Council applied and accepted a CDBG grant in 2014 / 2016 for the improvements to Dickey-Givens Community Center. Council received an update on May 24, 2018, June 28, 2018, and October 25, 2018. Council applied for a grant from Meadows Foundation and Leo L. Livingston Foundation in January 2019 and received additional updates in February 14, 2019, and June 13, 2019.

Staff envisions the community center to be highly utilized by citizens. The proximity of the center to the Robinson Park amenities will make the community center an attractive rental option for the citizens of Taylor.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• The facility will provide a rental venue for parties, reunions and family events. • The city will work with the area non-profit on providing programs and educational opportunities. • The facility can be utilized for public meetings.	• Staff overtime hours will be needed to check in/out renters. • Additional budget will be necessary for cleaning, upkeep and maintenance.

4. RECOMMENDATION

Proposed Fees

1/2 Day, 4 hours	Whole Day 4+ hours	Deposit	½ Day, Non-Profit	Whole Day Non-Profit
\$150	\$300	\$300	\$75	\$125

Deposits – Refundable, subject to procedures.

Non-profit renter must be able to produce proof of non-profit status.

Potential Additional Fees –

- Police fees as per the City of Taylor fee schedule (if needed)
- Damages, if damages exceed the amount of the damage deposit
- Before and/or after-hours fee, if the facility is occupied before or after their scheduled time.

Other Key Points

- Reservations may be made up to one year in advance.
- \$50 non-refundable reservation fee at the time of the booking. This will be applied to the rental fee total.
- The reservation does not include the reservation of the pavilion.
- The refund will be processed via check within 2 weeks.
- The renter is responsible for the set-up and cleanup of the facility.
- All decorations must be removed.
- The city will be reimbursed for damages.
- The renter will be responsible for all cleaning; a cleaning checklist will be provided.
- City staff reserves the right to determine whether police will be required.

5. FUNDING SOURCE

General Fund

6. TIMELINE

Effective upon approval.

7. OTHER OPTIONS (In order of preference)

N/A

8. ATTACHMENTS

9a. [Dickey-Givens Community Center Rental Agreement](#)

Dickey-Givens Community Center Rental Agreement

The City of Taylor welcomes you and thanks you for your consideration in renting our Community Center! We hope you and your family or group will enjoy a memorable event. If you encounter a facility problem after business hours, on weekends, or holidays, you may call the designated parks on-call employee for assistance at (512) 318-8672.

Please remember that the **City of Taylor is not responsible for lost or stolen articles**. Be sure to remove all personal items brought into the Center, **as access to the Center is limited to the date of your event only**.

Rental Rates, Deposits & Fees

Rental rates, deposits and fees for use of the Center have been established by the City. Rental Rates are based on a per day basis.

	½ Day 4 hours	Whole Day 4+ hours	Deposit	½ Day Non- Profit	Whole Day Non-Profit
Community Center	\$150	\$300	\$300	\$75	\$125

Deposits (refundable, subject to procedures)

- Damage and clean-up deposit: \$300.00
- Damage deposit will be refunded within two weeks provided that all procedures are met, including building condition and rental agreement times.

Additional Fees (non-refundable)

- Per/hour/per/officer fee as per the City of Taylor fee schedule, with a three-hour minimum. If a police vehicle(s) is needed, then the cost is the City of Taylor fee schedule, per hour per vehicle cost.
- If damages exceed the amount of the damage deposit, the renter will be required to return the facility to pre-use conditions. Fees to be charged will be for the direct costs of labor, materials, supplies and equipment.
- Before or after-hours fee: For any event that the renter occupies the facility **before their scheduled time and/or past their scheduled time, the entire damage deposit will be forfeited**.

Reservations

The community center may be reserved up to one year in advance. Reservations must be made 2 weeks in advance.

Payment

The City of Taylor requires a \$50.00 **non-refundable** rental reservation fee at the time of the booking. This will be applied to the rental fee total. The balance of the rental fee and the damage deposit are due 7 days prior to the event. If the event is cancelled within 7 days prior to the event, the damage deposit will be the only fee refunded.

Restrictions

The Community Center shall not be used for the following purposes:

- Religious services
- The rental of the Community Center **DOES NOT** include the reservation of the park pavilion.

Important Rental Information

- A special event permit is required for all events where the general public is invited.
- The City designee has the right to refuse rental if the proposed event conflicts with scheduled events or if the proposed use is perceived to be physically detrimental to the facility. All rentals must be approved in writing by the designee.
- Representatives of all groups and entities, and any person or entity reserving the Center, agree to indemnify the City of Taylor for all personal injuries and property damages incurred from the use and occupation of the facility.
- Official use of the Center will take precedence over any and all reservations that may be in effect in the event of an emergency (as identified by the City of Taylor Emergency Operations Management Team).
- A renter may be denied the ability to rent the facility in the future if the rental procedures are not followed.
- The building capacity is for 225 people (with chairs) and 105 for tables and chairs. The meeting area is approximately 1550 sq. ft.

Refunds

Upon examination of the building, the deposit will be refunded less any damages or clean-up charges. **The refund will be processed via check within two weeks of the completion of your rental.**

Insurance

The insurance requirements will be followed if the event requires a City of Taylor Special Event Permit.

Set-up Requirements

- It shall be the responsibility of the person signing the rental agreement to be on-site for the entire duration of the rental and to comply with and enforce all City policies, rules, and regulations pertaining to the community center usage.
- Renter shall comply with all laws – federal, state and local – including all ordinances of the City of Taylor and all rules, regulations, and requirements of the Parks and Recreation, Police, and Fire Departments.
- Renter is responsible for the set up and clean-up of the facility and must include time needed for set up, decoration, and clean up in the requested rental time.
- Renter shall be permitted to use only the areas which have been rented during the time period. Renter shall not do or permit to be done, in or upon any portion of the facility or its premises, anything that will obstruct or interfere with the rights of the other renters of the facility.
- At no time shall a renter sub-lease or assign its rental to another individual, group, or organization.
- Additional services which are not normally provided by the City such as special sound and lighting equipment, additional stage facilities, extra electrical and utility services, etc., must be furnished solely by the individual or association who agrees to acquire necessary electrical, health, sound, and other permits as may be required and to comply with all codes and laws of the City of Taylor, as well as all County, State and Federal codes and laws.

Decorations

- Renter requiring additional services/equipment other than which are normally provided by the facility must be furnished solely by the renter and are subject to the department's approval. Renter agrees to assume all necessary expenses.
- Renter shall not be permitted to nail, tack, screw, or otherwise physically attach materials to any part of the facility. Masking tape, painter's tape or scotch tape are preferred, if necessary. No items may be hung from the ceiling. All decorative materials must be treated with flame proofing and meet the requirements of the City of Taylor Fire Codes.
- All decorations must remain inside area that is rented and completely removed at conclusion of rental.

Alcoholic Beverages

In the state of Texas, any person who provides alcoholic beverages to another may be responsible for the actions of that person, including injuries to persons or property. The City of Taylor does not assume any responsibility for injuries arising out of any events not sponsored by the City. Individuals should use special care if alcoholic beverages are being served at the event. Additionally, all sales of alcoholic beverages are to be made in compliance with the Texas Alcoholic Beverage Commission. For questions concerning the sale of alcoholic beverages and/or obtaining a permit, call the Texas Alcoholic Beverage Commission's Austin District Office at (512) 451-0231.

Cleaning Requirements

- All trash must be bagged and disposed of properly in trash receptacles. Large events may be required to provide dumpsters.
- All decorations must be removed.
- The City will be reimbursed by user/renter/group for any costs incurred due to damages or additional cleaning, an additional charge may be deducted from the damage deposit.
- The renter will be responsible for cleaning/sweeping/mopping the facility after the rental. A cleaning checklist will be provided.

Security Requirements

- One chaperone (at least 21 years old) shall be required for every 25 minors (up to 18 years of age). Chaperones shall be present when the rental begins, be present throughout the rental time, and shall not leave the area until all youth have vacated the immediate area.
- City staff shall reserve the right to determine whether police security shall be required during a scheduled activity and, in collaboration with the Taylor Police Department, shall determine the amount of security required during the occupancy of the facility. If the renter refuses to assume the cost of such police security, then the rental shall be subject to cancellation.
- All applications must state the maximum expected attendance. A rental may be shut down immediately by City staff or Taylor Police Department without refund of deposit or rental fees on the following conditions:
 1. If expected attendance exceeds maximum number stated by greater than 10%.
 2. Breach of the Peace.

Prohibited Activities and Items

- Sidewalk chalk, glitter, confetti eggs, water balloons and piñatas are prohibited.
- Commercial solicitation and transactions are prohibited.
- Golfing, archery, remote control vehicles including planes, and horseback riding are prohibited. Firearms are prohibited except as authorized by law.
- Animals are not allowed in the building except for service animals.
- Bounce houses are not allowed on any grass area of the park.
- Glass containers ARE NOT permitted in the parks, leased facilities, or parking lots.
- Where vehicle parking lots or areas have been set aside in any park in the city, no vehicle shall be driven over or across the curbs, sidewalks, grass or lawn within the park, and vehicles shall be parked in the parking lots or areas as designated and not elsewhere unless approved by City staff.
- Campfires and open burning are not allowed. Personal barbeque grills are allowed in the parking lot only.
- The City of Taylor is not responsible for lost, damaged or stolen personal items during your rental period.

Dickey-Givens Community Center
Reservation Application

Instructions: Please completely fill out the application and bring this form with the required deposit in person to 1424 N. Main Street. Your contact person is responsible for all the requirements of the Center. Please read the entire policy prior to completing this form. Your reservation will not be scheduled until the City receives this completed form and deposit.

Name of Individual filling out application: _____

Organization Name: _____

Circle Type of Organization: Business Nonprofit Taylor Nonprofit Taylor ISD City Affiliated

Organization Address: _____

Organization or Contact Phone Number: _____

Meeting Date: _____ Approx. Number of Attendees: _____ Open to Public: yes no

Meeting Time (includes setup & cleanup): _____

Purpose of
function: _____

As the authorized representative of the above organization or business, I hereby apply for use of the Dickey-Givens Community Center. My group and I agree to follow all the rules and procedures in the Meeting Room Policy and understand that my group or I will be responsible for paying any damages, losses or cleaning expense that may result in our use of the Meeting Room.

Signature: _____

Title: _____ Date: _____

Staff information only:

Application received (date): _____ by Staff (name): _____

Deposit amount received: _____ Facility Rental received: _____

Security amount received: _____

Nonprofit status verified: _____

Application Approved _____ Not Approved _____

Reason Not Approved: _____

Staff Signature: _____ Date: _____



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 10
Agenda Title: **Approve Contract with Seapine Consulting for Diversity Equity & Inclusion services**

Council Action to be taken: Approve consultant selection and authorize City Manager to execute agreement with Seapine Consulting.

Department Submitted: Human Resources

Staff Contact: Jeff Jenkins, Deputy City Manager

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to request Council approval on a contract with Seapine Consulting to assist with developing and implementing a Diversity Equity and Inclusion program for the City of Taylor.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

On October 8, 2020, Council approved issuing a Request for Proposal for Diversity, Equity and Inclusion Services. A Request for Proposal was issued on October 12 and sent to seven entities that provide diversity consulting services. The City received one response by the deadline. A review committee consisting of Jeff Jenkins, Kim Peterson and Claudia Parisella evaluated the submittal against requirements of the City.

Once approved staff can work with the consultant to complete the organizational assessment and the design/build DEI Committee, which includes the development of our diversity strategic plan. The assessment and DEI Committee portion will cost \$13,000. Once these steps are complete, we can then plan what additional training and services we will need.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• A consultant can provide much needed expertise and guidance in assisting the City in creating an effective diversity strategy. • Implementation of a diversity program can increase diversity of workforce, improve quality of work life for employees and enhance customer experience in interactions with City employees • Expedite the development of a diversity strategy.	• Cost- Funding was not included in the 20-21 Budget. Will need to do a budget amendment.

4. RECOMMENDATION

Approve selection of Seapine Consulting for Diversity, Equity and Inclusion services and authorize City Manager to execute agreement with Seapine Consulting.

5. FUNDING SOURCE

Not funded in FY 2020-21 Budget– funding will come from fund balance until alternate funding or additional revenues are identified. The assessment and DEI Committee portion will cost \$13,000.

6. TIMELINE

The proposed timeline, subject to change based on funding availability, is as follows:

Oct. 12	Issue RFP, select vendor and finalize contract
Jan. 14	Council approval of Seapine Consulting
Jan. – April.	Complete organizational assessment and determine next steps Creation of internal DEI Committee and Diversity Strategic Plan
April-May	Determine next steps
2021-2022	Additional training

7. OTHER OPTIONS (In order of preference)

Create an internal City committee to develop a diversity strategy.

8. ATTACHMENTS

- 10a. [Recommendation memo](#)
- 10b. [Power Point presentation](#)
- 10c. [Seapine proposal](#)
- 10d. [Seapine Master Services Agreement](#)

MEMORANDUM

TO: Brian LaBorde, City Manager
FROM: Jeff Jenkins, Deputy City Manager
DATE: January 14, 2021
SUBJECT: Recommendation for Diversity, Equity & Inclusion Consultant

The purpose of this memo is to recommend the selection of Seapine to contract for the Diversity, Equity and Inclusion services.

Background

On October 8, 2020, Council approved issuing a Request for Proposal (RFP) for diversity consulting. The RFP was issued on October 12th to seven vendors with only one responding. The RFP identified these tasks in the scope of work:

- Complete organizational assessment and determine next steps
- Establish an employee Diversity, Equity and Inclusion Committee
- Create Diversity Strategic Plan & present to Council
- Support implementation of plan which may include training, policy review, procedure enhancements

The RFP review team consisted of Jeff Jenkins, Deputy City Manager, Kim Peterson, Director, HR & Civil Service and Claudia Parisella, Police Support Services Administrator.

Evaluation Criteria

The RFP identified these criteria for evaluating responses, based on the best value for the City:

- Purchase price and terms for each item
- Quality of the Respondent's goods and services
- The extent to which the goods and services meets the City's needs
- The City reserves the right to reject any or all responses or accept any response deemed most advantageous to best serve the interest and at the sole discretion of the City.

The RFP Review Committee evaluation concluded that the experience, methodology and quality of response met the needs of the City of Taylor and that the prices offered are reasonable.

About Seapine:

- Previous experience – Seapine or its principals have provided service to over 120 cities in Texas, community college districts, state universities, federal agencies. Seapine has designated a subcontractor to provide police related diversity training who has extensive experience training Texas police chiefs and others.
- Methodology - Methodology proposed matches requirements of RFP to include organizational assessment, creation of DEI committee, Training workshops and DEI Office Hours, Policy Review & Development, and availability of "Fractional" Diversity Officer. Training samples provided.
- Assigned consultants – Seapine has identified several resources for working with Taylor, with Madison Butler and Geoff Guidera serving as project leads for Taylor. In addition, Dr. Alex Del Carmen, a criminologist who has trained over 22,000 police officers including every Texas police chief since 2001, is assigned to provide police training, as needed.
- Price - Prices offered are per unit to allow for selection, as budget allows. Cost is proposed at \$16,000 for initial work (Needs assessment, design and build a DEI Committee, and DEI Policy Review and Development) with additional costs for training.
- References – Two references received described positive experiences working with Seapine and with the specific team members assigned to work with the City of Taylor. Seapine was described as a great addition to the process and contributing to the success of the organization.

The RFP review committee recommends selection of Seapine for Diversity, Equity and Inclusion consulting services for the City of Taylor. Please let me know if you have any questions.

Kim Peterson
Director, HR & Civil Service

Diversity Equity & Inclusion Award of Contract

1/14/2021 City Council meeting



Purpose

- Request Council approval of a contract with Seapine to facilitate the City's development and implementation of a Diversity, Equity and Inclusion Plan.



Selection process

- Oct. 8 – Council approved Scope of Services for Request for Proposal
- Oct. 12 – RFP issued to 7 firms
- Oct. 26 – One response received
- Nov. – RFP Review committee makes recommendation
- Jan 14, 2021 – Request for Council approval



About Seapine

- HR strategy consulting firm founded in 2017. Offices in Austin, Chicago, Tampa
- Seapine or its principals have provided service to over 120 cities in Texas, community college districts, state universities, federal agencies.
- Madison Butler & Geoff Guidera to serve as project leads
- Dr. Alex Del Carmen to provide police related diversity training with extensive experience training Texas police chiefs and officers



Cost / Funding

Recommend City proceed with the first two items in proposal

Other items after these first two can be added when needed

- **Organizational Assessment & Recommendations**

- Employee pulse survey available to all employees.
- Up-to two focus groups, up to 90 minutes per session, up-to 15 participants per session.
- Up-to five 1:1 interviews with leadership team, up-to 30 minutes per interview.
- Executive Summary with Recommendation in one meeting up- two hours.

\$8,000

- **Design and Build a DEI Committee and Diversity Strategic Plan**

- Charter internal committee to promote the principles of DEI
- Draft initial objectives
- Executive summary with findings and recommendations
- Summary of DEI strengths and gaps
- Recommend action to resolve issues and mitigate future DEI risks.
- Presentation of up to two (2) hours of length.

\$5,000

- Total Cost \$13,000



Cost / Funding cont.

Training and additional services they can provide from their proposal

- DEI Policy Review and Development
 - Audit of existing DEI policies.
 - Provide enhancements or new written policies.

\$3,000

- Makespace + Workshops & Customization
 - Leverage DEI Strategic Plan to customize a workshop that is unique to the City.
 - Training expects training program that builds capabilities around inclusion, equity, diversity, respect, empathy, bias awareness, and non-harassment.
 - Up-to five hours of customization and materials including learner cards and notebooks.

\$1,500



Cost / Funding cont. 2

- Makespace + Workshops Remote Facilitation & Delivery- Non-Police
 - Focus on building capabilities around inclusion, equity, diversity, respect, empathy, bias awareness, and non-harrasment
 - Seven remote non-police session. One leader and six employee session.
 - Up to 90 minutes each and two Seapine facilitators per facilitation

\$14,000

- Makespace + Workshops on site Facilitation & Delivery- Police
 - Focus on bias awareness, racial profiling, compliance and liability reduction
 - Four in person Police Department sessions facilitated by Dr. Alex del Carmen.. Each session up to four hours each.

\$16,000



Cost / Funding cont. 3

- Hold DEI Office Hours
 - Provide up to 15 hours for employees to share experiences and concerns around DEI matters.

\$3,000

- Fractional Diversity Officer
 - Ongoing DEI leadership to evaluate initiatives and recommend improvements
 - Up to 15 hours per month.
 - Gives access to Seapine's expertise (HR Strategist, Recruiters, Trainers, Designs).

\$3,000 per month

- Funding not included in FY 20-21 Budget
 - Funding will come from fund balance or add. Revenues not identified
 - Additional services likely scheduled out and include in 2012-22 Budget

- Not funded in FY 20-2021 budget – funding will come from fund balance until alternate funding or additional revenues are identified



Summary and next steps

Council approve selection of Seapine Consulting for Diversity, Equity and Inclusion services and authorize City Manager to execute service agreement

City Staff will work with consultant to complete the assessment and diversity plan





2020 Diversity Equity and Inclusion Consultant



Approach and Proposal

Copyright © 2020 Seapine Advisory, LLC. All rights reserved.



Authorized Point of Contact

Geoff Guidera
Founder & CEO

Primary: 2501 W Sunset Drive Tampa, FL 33629
Alternate: 320 W Ohio Street, Chicago, IL 60654

Offices in Chicago, Austin, and Tampa

Office: (312) 210-8907
Mobile: (949) 395-7709

geoff@seapinesc.com



Summary of Experience

Seapine builds solutions around DEI, culture, and engagement so that organizations can improve productivity, increase effectiveness, and simply enjoy work more.

We are an HR strategy consulting company founded in 2017 to help organizations embrace and implement the future of work with a focus on exceptional employee experience. Our job is to help organizations succeed more by making the experience of work better.

We have eight employees based in Chicago, Austin, and Tampa. Our clients are spread throughout the US, as we gladly travel and much of our work is done remotely.

While our consultants' cumulative experience includes cities and governments, Seapine's list of clients is limited to for-profit and non-profit organizations. Geoff Guidera and Alex del Carmen have extensive experience in the public sector. Prior to Seapine, Geoff consulted with The City of Santa Clara, California in addition to community college districts, and numerous state universities and federal agencies. Alex currently works with over 120 cities in Texas.

Our clients include high-tech firms, healthcare providers, manufacturing organizations, engineering firms, real estate development companies, home services companies, schools, and non-profit organizations. With this broad industry range and varied levels of experience with DEI concepts, we have developed an ability to work with everyone and find that all are seeking the same objective: to humanize the workplace. We are well poised to partner with the City of Taylor to help advance the employee experience and build capabilities that allow the City to thrive for years to come.

Project Team

Your project will be led by Madison Butler and Geoff Guidera. Both have deep experience creating and leading committees, facilitating planning sessions, facilitated training workshops, managing change, and creating accountability and action with DEI concepts. Police training will be provided by Alex del Carmen, PhD.



MADISON BUTLER

Madison is a leader in talent and culture development and an outspoken advocate for diversity, belonging, and equitable opportunity. She has over 40,000 followers on LinkedIn that listen to her advice and encouragement around DEI and race matters. She is passionate about building inclusive teams from the ground up with early-stage companies. She is committed to helping change the narrative around what it looks like to be “human at work”. She holds a BA in English Language and Literature from Nichols College.



GEOFF GUIDERA

Prior to founding Seapine, Geoff was the executive in charge of business operations with accountability for the strategic planning, human resources, information technology, facilities, and administrative services functions at Strategic Property Partners, a \$3 billion real estate development company. Geoff holds a BS in Industrial and Systems Engineering from Georgia Tech and an MBA from the University of Chicago Booth School of Business.



ALEX DEL CARMEN

Alex has over 22 years of experience as a criminologist. He has trained over 15,000 police officers and every chief of police in Texas since 2001. Further, Alex has worked with the federal courts as a special master for the U.S. Courts in Puerto Rico and has written nine books and published over 50 articles in academic manuscripts. Alex holds a PhD in Criminology from Florida State University.

Methodology and Approach

Seapine will partner with the City of Taylor, Texas to provide support and guidance around Diversity, Equity and Inclusion (DEI) matters.

Seapine will provide the following services in the forms of fixed-fee projects and ongoing monthly support as detailed in the Fractional Diversity Officer section.

Organizational Assessment

- Listen & Learn
 - Employee pulse survey available to all employees. We will likely leverage Survey Monkey unless the city has existing survey tools in place.
 - Focus groups with key employees. Get a deep understanding of the organization's strengths and gaps. Allows us to get beyond the survey data, hear voices, and see attitudes and emotions.
 - One-on-one interviews with leadership team. These perspectives on the City's strengths, gaps, and priorities will weigh heavily in our analysis.
- Analyze Feedback Insights.
- Executive Summary with Recommendations
 - Summary of DEI strengths and gaps.
 - Recommend prioritized action to resolve issues, mitigate future DEI risks, and lean further into the things that work well.

Creation of Internal DEI Committee

- Charter internal committee to promote the principles of DEI.
- Define accountability.
- Define membership and responsibilities.
- Define meeting cadence.
- Draft recurring meeting agenda.
- Draft initial objectives.
- Facilitate meetings until an internal committee chair is identified and assumes role.
- Develop a DEI Strategic Plan based on Organizational Assessment and input from committee.

Continued on next page.

Methodology and Approach

Continued...

Training and Development: MAKESPACE+ Facilitated Workshops

- Leverage DEI Strategic Plan to customize a workshop that is unique to the City.
- Training program design will be defined in the future, but Seapine expects to facilitate an all-employee training program that builds capabilities around inclusion, equity, diversity, respect, empathy, bias awareness, and non-harassment.
- Police sessions will be facilitated by Dr. Alex del Carmen, an expert on racial profiling in policing and Associate Dean and Professor, School of Criminology, Tarleton State University.
 - Four in-person sessions. Four hours per session.
 - Focus on bias awareness, racial profiling, compliance, and liability reduction.
- All other employees broken out in groups of up-to 25 people per group in order to encourage participation and enhance meaning. Employees are grouped by department when possible to meet unique departmental needs and create a stronger sense of team. (Initial assumption to frame expectations and pricing)
- Estimating seven facilitated sessions to deliver to all City, non-police employees. 90 minutes per session. (Initial assumption to frame expectations and pricing)
- Presented through Zoom if the City is working remotely or if restrictive safety measures are in place during time of presentation. (Initial assumption to frame expectations and pricing)
- Facilitation is designed to benefit and engage employees of all levels of DEI exposure and learning styles.

Hold DEI Office Hours

- Provide safe environment for employees to share experiences and concerns around DEI matters.
- Act as trusted third-party to distill concerns objectively.
- Estimating 15 total hours. (Initial assumption to frame expectations and pricing)
- Calls scheduled through Calendly and conducted over Zoom or phone based on caller's preference.

Continued on next page.

Methodology and Approach

Continued...

DEI Policy Review & Development

- Audit of existing DEI policies.
- Provide enhancements or new written policies to improve compliance and demonstrate cultural commitment to DEI.
- Legal review with City's attorney or our employment and labor law partners at Ogletree Deakins. Legal fees are not included in this proposal.

Fractional Diversity Officer

- Flexible terms to provide ongoing DEI leadership to evaluate initiatives and recommend improvements that promote a more equitable and inclusive culture.
- Facilitate DEI Committee meetings.
- Provide consultation and partnership to DEI Committee and leadership in developing and integrating DEI goals and strategies into all business and planning processes.
- Work with internal and external stakeholders to help address barriers to DEI that exist in the City organization.
- Monitor programs and keep leadership and DEI Committee informed of progress and opportunities through regular reports and dashboards.
- Hold DEI Office Hours. Provide safe environment for employees to share experiences and concerns around DEI matters, and act as trusted third-party to distill concerns objectively.
- Support Management. Attend leadership staff meetings, support pipeline of talent to encourage professional development, individual coaching, hold the organization accountable.
- Estimating 15 hours per month. (Initial assumption to frame expectations and pricing)
- Blended resource model gives you access to Seapine's array of expertise (DEI Strategists, Trainers, Designers).
- Estimated 20% on-site (when feasible / safe) and 80% remote support.

Sample content



Agenda

- MAKESPACE+ and why it matters
- Changing world of work
- Case for inclusion and respect
- Understanding the fundamentals
- Taking action
- Making it better

Goals

Innovate

Making space for different perspectives and opening minds to possibilities drives creativity and innovation.

Strengthen

Creating a stronger sense of purpose. We are all in this together and we stand for something good.

Perform

Employees tend to perform well when they see demonstrated values and trust among all people in their workplace.

Engage

Those that feel like they belong tend to be more engaged.

Lead

Shaping managers into empathetic, caring leaders who are ready to lead diverse teams with self awareness.

Derisk

Avoiding costly and embarrassing cultural mistakes.

Communicate

Facilitating hard conversations in a real way and navigating a polarizing political climate.

Recruit

Creating and introducing more inclusive recruitment strategies to hire the best talent.

Exercise: Most Trusted

1. List the initials or a code for the five people you trust the most (not members of your family).
2. Add columns for gender, national origin, race, sexual identity (LGBT/straight), and religion.
3. Place a  in the columns where these dimensions are like yours.



Exercise: I am this, but I am not that.

I am _____ ,

but I am not _____ .

Common stereotypes can be very hurtful and make it difficult for individuals to celebrate their own identities.

In this activity we will claim some of our own identities and dispel stereotypes that some may believe exist about our groups.



Timeline

The timeline as listed works well. Our consultants are available and can be scheduled to commit to the work requirements during this period.

We generally require six weeks for an Assessment project and six weeks for facilitated training sessions for organizations of your size. We expect to have the Organizational Assessment, Policy Review, DEI Committee charter, and Office Hours completed within six weeks of start.

DEI Assessment, Policy Review, Committee and Office Hours

Planning | Weeks 1 & 2

Conduct kick-off meeting

Conduct discovery of DEI policies, procedures, issues, and employee experiences.

Customize pulse survey based upon client's needs, issues, and desired data.

Assessment | Week 3

Launch pulse survey.

Conduct up-to four 1:1 interviews with leadership and key stakeholders. Up-to 30 minutes each.

Conduct up-to two DEI focus groups with up to 15 participants. Up-to 90 minutes each.

Gather feedback insights from 1:1's, focus groups, and survey data.

Delivery | Weeks 4 & 5

Design and build a DEI Committee.

Hold DEI Office Hours.

Provide enhancements or new written policies to improve compliance and a demonstrate cultural commitment to DEI.

Recommendations | Week 6

Provide summary of DEI strengths and opportunities.

Deliver recommendations and findings.

Timeline

Continued...

Training and Development: MAKESPACE+ Facilitated Workshops

Planning & Customization | Weeks 1 – 3

Conduct kick-off meeting to confirm learning objectives.

Determine logistics, number of sessions, and technologies.

Up-to five hours of customizations to the curriculum based on client objectives.

Provide high-level outline of customized course content. Obtain client feedback in one meeting. Apply revisions as needed.

Share final course content with client in one feedback meeting.

Facilitation & Delivery | Weeks 4 & 5

Up to two Seapine facilitators will conduct training remotely via Zoom or in-person, depending on safety conditions and preference.

Seven total sessions for non-police. One leadership session and six employee sessions.

Sessions up-to 90 minutes in length per session.

Provide pre- and post-work to participants.

Post-Learning | Week 6

Share learner feedback.

Determine and recommend next steps.

Pricing Information

Organizational Assessment & Recommendations	
- Employee pulse survey available to all employees. - Up-to two focus groups, up to 90 minutes per session, up-to 15 participants per session. - Up-to five 1:1 interviews with leadership team, up-to 30 minutes per interview. - Executive Summary with Recommendations in one meeting up-to two hours.	
	\$8,000
Design and Build a DEI Committee	
- Charter internal committee to promote the principles of DEI - Draft initial objectives - Executive summary with findings and recommendations - Summary of DEI strengths and gaps - Recommend action to resolve issues and mitigate future DEI risks. - Presentation of up to two (2) hours of length.	
	\$5,000
DEI Policy Review & Development	
- Audit of existing DEI policies. - Provide enhancements or new written policies.	
	\$3,000
MAKESPACE+ Workshops Planning & Customization	
- Up-to five hours of customization. - Materials including learner cards and notebooks.	
	\$1,500
MAKESPACE+ Workshops Remote Facilitation & Delivery - Non-Police	
- Seven remote non-police sessions. One leader and six employee sessions. - Up-to 90 minutes each. - Up-to two Seapine facilitators per facilitation.	
	\$14,000
MAKESPACE+ Workshops On-Site Facilitation & Delivery - Police	
- Four in-person Police Department sessions. Facilitated by Dr. Alex del Carmen. - Up-to four hours each.	
	\$16,000

Pricing Information

Continued...

DEI Office Hours	
• Provide up to 15 hours for employees to share experiences and concerns around DEI matters.	
	\$3,000
DEI Policy Review & Development	
• Audit of existing DEI policies. • Provide enhancements or new written policies. • Legal review with City's attorney or our employment and labor law partners at Ogletree Deakins. Legal fees are not included in this pricing.	
	\$3,000
Fractional Diversity Officer	
• Up-to 15 hours per month. • Blended resource model gives you access to Seapine's array of expertise (HR Strategists, Recruiters, Trainers, Designers). • Estimated 20% on-site (when feasible / safe) and 80% remote support. • Requires a minimum commitment of six months.	
	\$3,000

Other Details

- Out-of-scope work to be preapproved by client and Seapine. \$220 / hour
- Travel expenses and other out-of-pocket expenses to be billed to client at cost.
- Out-of-market travel charge at additional \$500 per day per consultant.
- Additional MAKESPACE+ facilitated training: \$2,000 per remote session; \$3,000 / in-person session. (non-police)
- Seapine does not provide legal guidance.



MASTER SERVICES AGREEMENT

1. AGREEMENT. This Master Services Agreement (this “Agreement”) is made between _____ (“Client”) and Seapine Advisory, LLC (“Consultant”) (individually, a “Party” and collectively, the “Parties”) effective on _____ (“Effective Date”). This Agreement supersedes all prior negotiations between the parties, written or oral.
2. DEFINITIONS. The following definitions shall apply to this Agreement:
 - 2.1. Additional Services: Additional Services of Consultant, requested in writing by Client or Consultant, beyond the Services described in this Agreement.
 - 2.2. Amendment: A written document signed by Client and Consultant amending this Agreement.
 - 2.3. Instruments of Service: Representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by Consultant and any subconsultants of Consultant under their respective agreements. Instruments of Service may include, without limitation, studies, surveys, reports, training materials, and other similar materials
 - 2.4. Services: The services to be provided by Consultant in accordance with this Agreement.
 - 2.5. Statement of Work: A written document describing the Services, fees, and any project-specific terms and conditions to which the Parties may Agree. Services are categorized as Projects, Recruitment, or Ongoing.
 - 2.6. Change Order: A written document signed by Client and Consultant amending the Statement of Work.
 - 2.7. Works: The results and proceeds of the Services or Additional Services including any materials created or developed by Consultant pursuant to this Agreement and all Instruments of Service, including, but not limited to, all copyrights and other intellectual property rights therein (further including any and all derivative works) in perpetuity, in any medium or format whatsoever now existing or hereafter developed on any platform, and throughout the universe.
 - 2.8. Project: A limited scope of work to be completed by the Consultant.
 - 2.9. Recruitment: Consultant will recruit candidates for temporary, part-time, or full-time employment opportunities with Client.
 - 2.10. Ongoing: An open-ended or monthly service arrangement.
3. SERVICES.
 - 3.1. Consultant shall provide all Services described in the Statement of Work attached hereto as Exhibit A. In providing the Services, Consultant is an independent contractor and all persons employed in connection with this Agreement are its employees or Subconsultants, and not employees or subconsultants of Client. Time is of the essence in the performance of Consultant’s Services.
 - 3.2. The Parties may use this Agreement for multiple Statements of Work upon execution of a written Change Order setting forth any necessary revisions, Additional Services, fees and project-specific terms and conditions.
4. FEES AND EXPENSES.
 - 4.1. Client agrees to compensate Consultant for the Services as identified in the applicable Statement of Work, Additional Services, and Change Order, when applicable. Client agrees to remit full payment to Consultant promptly within thirty days of receipt of an undisputed invoice for Services rendered by Consultant.
 - 4.2. For Project work, Client agrees to pay 50% of the total fee collected when the Statement of Work is signed and the balance upon completion.
 - 4.3. For Ongoing work, Consultant will invoice Client monthly (usually at the beginning of the month) for Services completed the prior month.

- 4.4. For Recruitment work, Client agrees to pay an 50% of the estimated total fee when the Statement of Work is signed. The balance of the fee collected will be based on the actual offered amount and due upon offer acceptance.
- 4.5. Client will, upon presentation of expense statements or receipts and such other supporting documentation, pay or reimburse Consultant for all travel and out-of-pocket expenses reasonably incurred or paid by Consultant in the performance of Services.
- 4.6. Client will pay Consultant an out-of-market travel charge at an additional \$500 per day per consultant.
5. **TERM AND TERMINATION.** This Agreement shall commence as of the date set forth above and shall remain in force until terminated by the parties. Either party may terminate this Agreement for any reason upon thirty (30) days written notice to the other party.
6. **RIGHTS TO THE WORKS.**
- 6.1. Consultant shall be deemed the author and owner of its Works, including material prepared by Consultant, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the work is not to be construed as publication in derogation of the reserved rights of Consultant.
- 6.2. Notwithstanding the foregoing, upon execution of this Agreement, Consultant grants to Client a license to use all of the Consultant's Instruments of Service (including electronic media) for purposes of promoting the Services to Client's officers, directors, employees, and independent contractors who will be provided with Services by Consultant in accordance with this Agreement.
7. **CONFLICT BETWEEN TERMS.** In the event that there is a conflict between the terms of this Agreement as it relates to the Services, the terms of the applicable Statement of Work shall prevail.
8. **NOTICES.** All notices required or permitted hereunder shall be in writing and may be given by messenger or may be sent by electronic mail, United States registered or certified mail (return receipt requested), Federal Express, Express Mail, or other national overnight courier service, addressed as follows:
- If to Client: _____
- With a copy to: _____
- With an e-mail copy to: _____
- If to Consultant: geoff@seapinesc.com
9. **GOVERNING LAW AND DISPUTE RESOLUTION.** This Agreement shall be governed by the laws, rules and regulations of the state of Texas. Both parties agree that they will initially attempt to resolve disputes through discussions among principals appointed by each company. Failing resolution, the parties shall attempt to resolve disputes through mediation conducted in accordance with the Mediation Rules of the American Arbitration Association. Mediation shall take place in Williamson County, Texas and the parties shall equally share in the cost of the mediator. The parties agree that any and all disputes arising out of or in any way relating to this Agreement, or the breach thereof, and which cannot be resolved through discussion or mediation, shall be finally resolved by a court having jurisdiction in Williamson County, Texas. The prevailing party in any dispute shall be entitled to recover its reasonable expenses related to the dispute including, but not limited to, its attorneys' fees and paralegal fees, including all such fees and expenses incurred on appeal.
10. **INTERPRETATION.** This Agreement shall be construed in accordance with its plain meaning, without giving any effect to any implication or inference arising from the fact that it may have been drafted by or on behalf of any party to this Agreement.
11. **CORPORATE AUTHORITY.** Client and Consultant hereby represent and warrant to each other that all necessary corporate action has been taken to enter into this Agreement and that the person signing this Agreement on behalf of Client and Consultant, respectively, is duly authorized to do so.

12. SURVIVAL. All provisions of this Agreement that, by their nature, should survive the termination or expiration of this Agreement shall survive the termination or expiration of this Agreement.
13. CONFIDENTIAL INFORMATION.
- 13.1. Confidential Information includes all information identified by a disclosing Party as proprietary and confidential, which Confidential Information shall remain the sole property of the disclosing party unless the ownership of such Confidential Information is otherwise expressly set forth in the Agreement. Items will not be considered Confidential Information if: (a) available to public other than by a breach of an agreement by the recipient; (b) rightfully received from a third party not in breach of any obligation of any confidentiality; (c) independently developed by one party without access to the Confidential Information of the other; or (d) rightly known to the recipient at the time of disclosure as verified by its written records.
- 13.2. Each Party agrees that it shall not use for any purpose or disclose to any third party any Confidential Information of the other party without the express written consent of the other Party. Each party agrees to safeguard the Confidential Information of the other Party against use or disclosure other than as authorized by or pursuant to this Agreement through measures, and exercising a degree of care, which are at least as protective as those of the other Party, exercises in safeguarding the confidentiality of its own proprietary information, but no less than a reasonable degree of care under the circumstances. Each Party shall permit access to the Confidential Information of the other Party only to those individuals (a) who have entered into a written nondisclosure agreement with the other Party on terms equally as restrictive as those set forth herein, and (b) who require access in performance of their duties to the other Party in connection with the other Party's rights under this Agreement.
- 13.3. Each Party acknowledges that the wrongful use or disclosure of Confidential Information of the other Party may result in irreparable harm for which there will be no adequate remedy at law. In the event of a breach by the other Party or any of its officers, employees or agents of its or their obligations under this Section 16, the non-breaching Party may immediately terminate this Agreement without liability to the other Party, and may bring an appropriate legal action to enjoin such breach, and shall be entitled to recover from the breaching party reasonable legal fees and cost in addition to other appropriate relief.
- 13.4. Any confidentiality agreement between the parties is subject to the legal obligation the City of Taylor has under the Texas Government Code and federal statutes to disclose information requesting under an open records request. The City of Taylor shall not be in violation of this Agreement if it is following its legal obligation to disclose information under Texas or federal law.
14. NON-SOLICITATION OF EMPLOYEES. The parties shall not, during the Term and for a period of two (2) years thereafter, directly or indirectly solicit, employ, offer to employ, or engage as a consultant, any employee, agent, consultant or subcontractor of the other party.
15. SUCCESSIONS AND ASSIGNS. The successors and assigns of the Parties shall be bound by the terms and covenants herein contained.
16. ENTIRE AGREEMENT. This Agreement (including the Exhibits referenced and attached hereto) contains the entire agreement between the Parties as to the subject matter herein. No alteration, change, or amendment to this Agreement shall bind any Party unless or until said alteration, change or amendment is reduced to writing and signed by both Parties hereto.
17. COUNTERPARTS. This Agreement may be executed in counterparts, and all signatures need not appear on the same copy. All such executed copies shall together constitute the complete Agreement. Signatures sent by facsimile or e-mail shall have the same binding effect as original signatures.

IN WITNESS WHEREOF, the parties to this Agreement have caused it to be duly executed by their respective duly authorized representatives as of the Effective Date.

CLIENT:

Authorized Signor

Signature

Name

Title

Date

Company Address

Company Address *Continued*

Company Phone Number

Accounts Payable Contact Name

Accounts Payable Contact Email

CONSULTANT:

Seapine Advisory, LLC

Geoff Guidera

Founder & CEO

Signature

Date

Exhibit A

STATEMENT OF WORK

Seapine will partner with the City of Taylor, Texas to provide support and guidance around Diversity, Equity, and Inclusion (DEI) matters. Seapine will provide the following Services in the form of fixed-fee Projects.

Organizational Assessment & Recommendations

- Listen & Learn
 - Employee pulse survey available to all employees. We will likely leverage Survey Monkey unless the city has existing survey tools in place.
 - Focus groups with key employees. Get a deep understanding of the organization's strengths and gaps. Allows us to get beyond the survey data, hear voices, and see attitudes and emotions.
 - Up-to two focus groups.
 - Up to 90 minutes per session
 - Up-to 15 participants per session.
 - One-on-one interviews with leadership team. These perspectives on the City's strengths, gaps, and priorities will weigh heavily in our analysis.
 - Up-to five 1:1 interviews.
 - Up-to 30 minutes per interview.
- Analyze Feedback & Generate Insights
- Executive Summary with Recommendations
 - Summary of DEI strengths and gaps.
 - Recommend prioritized action to resolve issues, mitigate future DEI risks, and lean further into the things that work well.
 - One meeting up-to two hours.

\$8,000

Creation of Internal DEI Committee

- Charter internal committee to promote the principles of DEI.
- Define accountability.
- Define membership and responsibilities.
- Define meeting cadence.
- Draft recurring meeting agenda.
- Draft initial objectives.
- Develop a DEI Strategic Plan based on Organizational Assessment and input from committee.
- Facilitate initial two meeting unless an internal committee chair is identified and assumes role.
 - Additional facilitations or role of committee chair must fall under an Additional Services agreement.

\$5,000

Exhibit A Continued

DEI Policy Review & Development	
• Audit of existing DEI policies. • Provide enhancements or new written policies to improve compliance and demonstrate cultural commitment to DEI. • Legal review with City's attorney or our employment and labor law partners at Ogletree Deakins. Legal fees are not included in this Statement of Work.	
\$3,000	
MAKESPACE+ Workshops Planning & Customization – Non-Police	
• Up-to five hours of customization. • Materials including learner cards and notebooks.	
\$1,500	
MAKESPACE+ Workshops Remote Facilitation & Delivery – Non-Police	
• Leverage DEI Strategic Plan to customize a workshop that is unique to the City. • Training program design will be defined in the future, but Seapine expects to facilitate an all-employee training program that builds capabilities around inclusion, equity, diversity, respect, empathy, bias awareness, and non-harassment. • Employees broken out in groups of up-to 25 people per group in order to encourage participation and enhance meaning. Employees are grouped by department when possible to meet unique departmental needs and create a stronger sense of team. • Seven facilitated sessions to deliver to all City, non-police employees. One leader and six employee sessions. • Up-to 90 minutes per session. • Up-to two Seapine facilitators per facilitation. • Presented through Zoom.	
Per Session: \$2,000 For Seven Sessions: \$14,000	
\$15,500	
Statement of Work Total: \$31,500	

Exhibit A Continued

Other Details

- Out-of-scope work to be preapproved by client and Seapine. \$220 / hour.
- Travel expenses and other out-of-pocket expenses to be billed to client at cost.
- Out-of-market travel charge at additional \$500 per day per consultant.
- Additional MAKESPACE+ facilitated training: \$2,000 per remote session; \$3,000 / in-person session. (non-police).
- Fee & Expenses as defined in Master Service Agreement define payment terms.
- Seapine does not provide legal guidance.

Accepted:

CLIENT:

Authorized Signor

Signature _____

Name _____

Title _____

Date _____

CONSULTANT:

Seapine Advisory, LLC

Geoff Guidera

Founder & CEO

Signature _____

Date _____



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 11

Agenda Title: **Consider approval of a Wastewater Cost Participation Development Agreement between the City and Townbridge Homes, LLC and Castlewood Developers, LLC regarding the oversizing of wastewater facilities in connection with the development of the Castlewood subdivision.**

Council Action to be taken: Consider approval of the agreement

Department Submitted: Development Services

Staff Contact: Tom Yantis, Assistant City Manager

1. PURPOSE/DESCRIPTION

This agenda item provides for the approval of a wastewater oversizing development agreement between the City and the developer/owner of the Castlewood subdivision.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The developer will be constructing a wastewater line that will serve the Castlewood subdivision, but which may also serve surrounding properties if the line is oversized. The Developer has agreed to oversize the wastewater line from a 12 inch line, which is the size required just to serve the Castlewood subdivision, to an 18 inch line which will serve additional properties in the area. The City would pay the developer the difference in the cost to install the 12 inch line and the cost to install the 18 inch line which has been determined to be \$50,936.56.

The City has the option to pay the developer with impact fee credits, a lump sum payment or a combination of both. It is the staff recommendation that the City pay the oversizing cost in one lump sum payment upon completion and acceptance of the line. This will avoid the necessity of tracking and accounting for impact fee credits and there are sufficient funds in the wastewater impact fee fund to pay this oversizing cost.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
Provides a cost-effective way for the City to implement its wastewater master plan in coordination with development.	N/A

4. RECOMMENDATION

Staff recommends authorizing the City Manager to execute the agreement, accept the wastewater oversizing cost estimate of \$50,936.56 and determine the method used for reimbursement.

5. FUNDING SOURCE

Utility Impact Fee Fund (345)

6. TIMELINE

The Castlewood Subdivision Planned Development Zoning was approved September 26, 2019

The Preliminary Plat was approved February 11, 2020

The Subdivision Improvement plans were approved December 4, 2020

7. OTHER OPTIONS (In order of preference)

Council may choose not to oversize the wastewater line.

8. ATTACHMENTS

11a. [Wastewater oversizing agreement](#)

11b. [Memo from HDR](#)

Cost Participation
Development Agreement
(Wastewater Facilities Improvements)

THIS COST PARTICIPATION DEVELOPMENT AGREEMENT (the “Agreement”) is made and entered into this ___ day of _____, 2021 by and between the CITY OF TAYLOR (hereinafter “City”), TOWNBRIDGE HOMES, LLC, a Texas limited liability company (hereinafter “Owner”), and CASTLEWOOD DEVELOPERS, LLC, a Delaware (hereinafter “Developer”). The Owner, Developer and the City may be referred to herein each as a “Party” or collectively as the “Parties.”

WHEREAS, the City is a home-rule municipality located in Williamson County, Texas; and

WHEREAS, the Owner currently owns 58.31 acres of land more particularly described on Exhibit “A”, attached hereto and made a part hereof (the “Property”); and

WHEREAS, the Property is located within the city limits of the City; and

WHEREAS, the Parties anticipate that the Property will have approximately 242 wastewater connections; and

WHEREAS, the Property is subject to that certain Residential Planned Development zoning ordinance dated September 26, 2019 evidenced by Ordinance No. 2019-27, that provides for the proposed development of the project; and

WHEREAS, the Parties have determined that it is in the best interest of the Parties to allow the City to manage, treat and dispose of wastewater the residents of the Property generate; and

WHEREAS, the Developer, through its engineer, has determined that a 12” wastewater line meets the needs of the Project; and

WHEREAS, the City has requested that the wastewater line be upsized to an 18” wastewater line to accommodate future development in the area; and

WHEREAS, Developer on behalf of the City shall construct new 18” wastewater facilities to provide wastewater service to the Property and the area; and

WHEREAS, Texas Local Government Code Section 212.072 authorizes the City to enter a contract with a developer for one hundred (100%) of the cost of any oversizing of improvements without the need to comply with competitive bidding laws; and

WHEREAS, the Owner has secured private offsite easements for sewer lines for the benefit of the City; and

WHEREAS, the Parties hereto desire to enter into this Agreement in order to set out the rights and obligations of the Parties hereto with respect to wastewater service to the Property;

NOW, THEREFORE, the City, Owner, and the Developer hereby agree to the following terms and conditions:

Section 1. **Incorporation of Recitals.** The above and foregoing recitals are true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. **Term.** This Agreement shall be effective as of the date of execution of this Agreement by the last of the Parties to do so (the "Effective Date"). This Agreement shall remain in full force and effect from the Effective Date until the City and Developer have completed their respective obligations hereunder or has been earlier terminated by the mutual agreement of the City, Owner and Developer in writing or otherwise terminated as set forth in this Agreement (the "Term").

Section 3. **Utility Improvements.** The wastewater line, including the oversizing of the wastewater line (the "Utility Improvements"), shall be constructed by Developer in accordance with and subject to the following:

A. **Design; Construction; Partial Reimbursement.** Developer shall construct the Utility Improvements as described in this Agreement in accordance with and subject to (i) the zoning for the Property, (ii) all federal, state, and local ordinances, laws, statutes, standards, rules, regulations, codes, orders, directives, permits, plans or policies, including, without limitation, the Texas Department of Transportation ("TxDOT"), and the City of Taylor, Texas, and any other governmental entity or agency having jurisdiction over the Property, (iii) all grant agreements and grant assurance, and (iv) all of the terms and conditions of this Agreement.

1. *Design.* The plans for the design and construction of the Utility Improvements (the "Plans") have been previously completed and provided by Will Buzzelli, P.E., of Kimley-Horn and Associates, Inc., a professional engineer registered and licensed to provide its services in the State of Texas (the "Design Professional"), and the same have been submitted to and approved by the City in accordance with the City's normal and usual practices and processes for reviewing and approving subdivision improvement plans. A true and correct copy of the Plans are on file in the office of the City's Director of Development Services (the "Director").

2. *Construction.*

(a) Following the Effective Date, Developer shall promptly solicit bids for a 12" wastewater line, the size required under current City Code for the project, and alternate bids for upsizing the 12" wastewater line to the City's master plan size of an 18" wastewater line. The arithmetic difference between the bid for the 12" wastewater line and the 18" wastewater line ("Oversizing Cost") shall be the maximum amount of cost participation by the City. City shall have thirty (30) days to review the bids and provide Developer with written notice as to whether the City elects to proceed with the oversizing of the wastewater line. In the event the City provides written notice of election to proceed with the oversizing

of the wastewater line, Utility Improvements as used in this Agreement shall include the City wastewater line oversizing. The City has no obligation to and it is the City's sole decision whether to elect to proceed with the oversizing of the wastewater line. Upon written notice from the City that the City elects to proceed with the oversizing of the wastewater line, the Developer shall enter into a contract or contracts with a contractor or contractors (each, a "Contractor"), to construct the Utility Improvements (the "Utility Construction Contract" or "Contract"). The Contract (and any change orders thereto) shall be submitted to the City for its review and consideration prior to execution, and upon execution, Developer shall provide the City with a true and correct copy of the Contract (and any change orders executed following such execution). Upon entering into the Contract, the construction of the Utility Improvements shall be promptly commenced and thereafter diligently prosecuted to completion, but in any event not later than one (1) year following the Effective Date. All work on the Utility Improvements shall be performed in a good and workmanlike manner and in accordance with the Plans and all applicable laws, ordinances, rules, standards, regulations, and codes.

(b) Developer shall timely pay the Contractor in accordance with the terms and conditions of the Contract. Developer shall insure that all Utility Improvements are completed in a timely manner in accordance with the Utility Construction Contract. Developer shall thoroughly inspect the work of the Contractor to guard the City against defects and deficiencies in the Utility Improvements without assuming responsibility for the means and methods used by the Contractor.

(c) The City has the right to inspect, test, measure or verify the construction work on the Utility Improvements, as the City deems necessary.

(d) Developer shall keep the City informed regarding the progress of the Utility Improvements construction. Developer shall notify and provide documentation to the City for the following events: (i) award of the Contract (including copies of bonds and insurance), (ii) notice to proceed, (iii) default of the Contractor (if it occurs), and (iv) completion of the Utility Improvements such that they are ready for inspection by the City. The Project shall not be considered finally complete until the City has inspected the Utility Improvements and accepted them for maintenance and operation.

3. Reimbursement.

(a) Subject to all of the terms and conditions of this Agreement, if the City notifies Developer in writing that the City elects to proceed with the oversizing of the wastewater line, the City shall either reimburse Developer the Oversizing Cost, paid by Developer, or provide impact fee credits in the amount of the Oversizing Cost or a combination of a cash payment and impact fee credits totaling the Oversizing Cost..

(b) Upon final inspection of the Utility Improvements, Developer will submit an invoice for the Oversizing Cost (the "Reimbursement Invoice").

(c) Within thirty (30) days after the City's receipt of the Reimbursement Invoice the City shall pay to or issue impact fee credits or a combination of the two to

Developer in the amount of the applicable Reimbursement Invoice. In consideration of the payment of the Oversizing Cost, the Developer waives any and all claims, damages, or causes of action against the City for costs incurred by the Developer for the Oversizing Cost.

(d) After the wastewater line is completed by the Developer and accepted for ownership by the City, the City will then own, operate, and maintain the wastewater line.

B. Insurance. At all times, Developer shall maintain minimum insurance coverages, as a reasonably prudent developer. Developer may satisfy this requirement through insurance provided by its Contractor.

C. INDEMNITY OWED BY DEVELOPER.

1. Developer covenants and agrees to FULLY DEFEND, INDEMNIFY AND HOLD HARMLESS the City of Taylor, Texas and the elected officials, the officers, employees, representatives, and volunteers of the City of Taylor, Texas, individually or collectively, in both their official and private capacities (the City of Taylor, Texas, and such elected officials, and officers, employees, representatives, and volunteers of the City of Taylor, Texas each being an "Taylor Person" and collectively the "Taylor Persons"), from and against any and all costs, claims, liens, harm, damages, losses, expenses, fees, fines, penalties, proceedings, judgments, actions, demands, causes of action, liability, and suits, of any kind and nature whatsoever made upon any Taylor Person, whether directly or indirectly, (the "Claims"), that arise out of, result from, or relate to: (1) the services and work to be provided by Developer under or in connection with this Agreement; (2) representations or warranties by Developer under this Agreement; and/or (3) any other act or omission under or in performance of this Agreement by Developer, or any owner, officer, director, manager, employee, agent, representative, consultant, contractor, subcontractor, licensee, or concessionaire of Developer, or any other person or entity for whom Developer is legally responsible, and their respective owners, officers, managers, employees, directors, agents, and representatives. SUCH DEFENSE, INDEMNITY AND HOLD HARMLESS SHALL AND DOES INCLUDE CLAIMS ALLEGED OR FOUND TO HAVE BEEN CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OR GROSS NEGLIGENCE OF ANY TAYLOR PERSON, OR CONDUCT BY ANY TAYLOR PERSON THAT WOULD GIVE RISE TO STRICT LIABILITY OF ANY KIND.

2. The provisions of this defense, indemnity, and hold harmless obligation, and any other defense, indemnity, and hold harmless obligation set forth in this Agreement, shall survive the termination or expiration of this Agreement.

Section 4. Termination. Either party (the "non-defaulting party") may terminate this Agreement in the event of default of this Agreement by the other party (the "defaulting party") and a failure by the defaulting party to cure such default after receiving notice thereof from the non-defaulting party. Default shall occur if a party fails to observe or perform any of its duties under this Agreement. Should such a default occur, the non-defaulting party shall deliver a written

notice to the defaulting party describing such default and the proposed date of termination. Such date may not be sooner than the 20th day following receipt of the notice; but if the default cannot with diligence be cured within the said 20 day period, if within such 20 day period the defaulting party provides the non-defaulting party written notice of the curative measures which it proposes to undertake, and proceeds promptly to initiate such measures to cure such default, and thereafter prosecutes the curing of such default with diligence and continuity, the time within which such default may be cured shall be extended for such period as may be necessary to complete the curing of such default with diligence and continuity, not to exceed 40 days following the occurrence of the default. The non-defaulting party, at its sole option, may extend the proposed date of termination to a later date. If prior to the proposed date of termination, the defaulting party cures such default to the non-defaulting party's satisfaction, the proposed termination shall be ineffective. If the defaulting party fails to cure such default prior to the proposed date of termination, the non-defaulting party may terminate this Agreement, and the obligations of the parties hereunder shall end. The Director may give such notice on behalf of the City for purposes of this Agreement.

Section 5. **Miscellaneous.**

A. In connection with this Agreement and the matter set forth herein, all of Developer's books and other records related to the Utility Improvements shall be available for inspection by the City at a location within the City as determined by the City. Developer shall include in the Contract that the City has and reserves the right, upon notice, to inspect and make an audit of all books, records, accounts and other data of the Contractor relating to the construction of the Utility Improvements and performance of the Contract. The City further has the right to conduct inspections of all places where work is undertaken in connection with this Agreement.

B. Developer is an independent contractor, and Developer shall accomplish all of its obligations and services provided for herein in such capacity, and under no circumstances shall this Agreement be construed as one of agency, partnership, joint venture, joint enterprise, or employment between the parties; provided always however that the obligations and services of Developer hereunder shall be provided in a manner consistent with all applicable standards and regulations governing the same. The City shall have no control or supervisory powers as to the detailed manner or method of Developer's performance of the subject matter of this Agreement. All officers, employees, personnel, contractors, subcontractors, agents, and representatives supplied or used by Developer shall be deemed employees or subcontractors of Developer and shall not be considered employees, agents or subcontractors of the City for any purpose whatsoever. Developer shall be solely responsible for the compensation of all such persons, for the withholding of income, social security and other payroll taxes and for the coverage of all workers' compensation benefits.

C. Neither party shall have the authority to or shall assign, convey, pledge, or otherwise transfer in any manner this Agreement, or any of the privileges, rights, or duties set forth herein, to any other person or entity, without the express prior written approval and consent of the other party. Any assignment, conveyance, pledge, or other transfer in violation of this provision shall be null and void ab initio and cause for immediate termination (no period of cure) by the other party.

D. This Agreement and each of its provisions are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any third person or entity.

E. Except as otherwise provided for in this Agreement, all obligations and responsibilities arising prior to the expiration or termination of this Agreement allocating responsibility or liability of or between the parties shall survive the completion or termination of this Agreement, and any rights and remedies either party may have with respect to the other arising out of the performance during the term of this Agreement shall survive the cancellation, expiration, or termination of this Agreement. The rights and remedies provided by this Agreement are cumulative and the use of any one right or remedy by a party shall not preclude or waive its right to use any or all other rights and remedies, and said rights and remedies are given in addition to any other rights and remedies the parties or either of them may have in law, in equity, or otherwise.

F. The failure of either party to enforce any provision or condition contained in this Agreement at any time will not be construed as a waiver of that condition or provision nor will it operate as a forfeiture of any right of future enforcement of the condition or provision.

G. For purposes of this Agreement, "includes" and "including" are terms of enlargement and not of limitation or exclusive enumeration, and use of the terms does not create a presumption that components not expressed are excluded.

H. All exhibits referenced in this Agreement are incorporated herein and made a part hereof for all purposes.

I. Any notice and/or statement required and permitted to be delivered shall be deemed delivered upon receipt after depositing same in the United States mail, certified mail with return receipt requested, postage prepaid, or upon receipt by nationally recognized overnight courier, addressed to the appropriate party at the following addresses, or at such other addresses provided by the parties by notice under this subsection:

To City: City of Taylor
400 Porter Street, Taylor, Texas 76574
Attn: Tom Yantis, Assistant City Manager
Email: tom.yantis@taylortx.gov

To Owner: Townbridge Homes, LLC
5511 Reynolds Road, Austin, Texas 78749
Attn: Aaron Levy
Email: aaron@townbridgehomes.com

To Developer: Castlewood Developers, LLC
5511 Reynolds Road, Austin, Texas 78749
Attn: Aaron Levy
Email: aaron@townbridgehomes.com

J. The laws of the State of Texas shall govern and apply to the interpretation, validity and enforcement of this Agreement; and, with respect to any conflict of law provisions, the parties agree that such conflict of law provisions shall not affect the application of the law of Texas (without reference to its conflict of law provisions) to the governing, interpretation, validity and enforcement of this Agreement. In the event of any action under this Agreement, exclusive venue for all causes of action shall be instituted and maintained in state courts located in Williamson County, Texas.

K. This Agreement supersedes all previous agreements regarding the matters set forth herein, and constitutes the entire understanding of the parties. Developer shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. Except for the obligations of Developer under this Agreement, neither Developer nor any other owner of the Property shall have any further obligations.

L. If any provision of this Agreement is held by a court of competent jurisdiction to be illegal, invalid or unenforceable under present or future laws, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision is not a part hereof, and the remaining provisions hereof shall remain in full force and effect. In lieu of any illegal, invalid or unenforceable provision herein, the parties shall seek to negotiate a provision as similar in its terms to such illegal, invalid or unenforceable provision as may be possible and be legal, valid and enforceable.

M. This Agreement and all of its terms and conditions are subject to applicable laws, ordinances, rules, regulations, and codes, including, without limitation, the City Charter of the City of Taylor, Texas.

N. The undersigned officers and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto.

O. This Agreement shall be effective upon the date of the last of the City and Developer to sign below, as reflected by the date of signing.

IN WITNESS WHEREOF, the City and Company have executed this Agreement.

CITY OF TAYLOR, TEXAS
a home-rule municipality

By: _____
Brian LaBorde, City Manager

Date of signing: _____

ATTEST:

By: _____
Dianna Barker, City Clerk

TOWNBRIDGE HOMES, LLC
a Texas limited liability company

By: _____
Aaron Levy, Manager

CASTLEWOOD DEVELOPERS, LLC
a Delaware limited liability company

By: _____
Aaron Levy, Manager

Exhibit A

CASTLEWOOD SUBDIVISION, TAYLOR, TX

58.30 TOTAL ACRES

230 to 239 TOTAL RESIDENTIAL LOTS
(49.08 Acres)

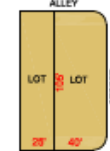
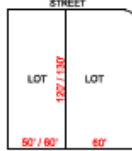
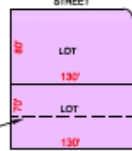
TWO PARKLAND (2.78 ACRES)
ONE DETENTION (3.52 ACRES)

TWIN-HOME
(TYPICAL)
9 to 18 LOTS

SINGLE-FAMILY
(TYPICAL)
157 LOTS

TOWNHOME
(TYPICAL)
64 LOTS

NOTES:
1. HOA to maintain parks, detention pond, drainage lots and entry landscape easements.
2. Contours are preliminary and subject to change.
3. Twin-Home lots may be further divided in half should condo regime be desired. Thus, the 8 Twin-Home lots can become 16 condo lots.



Memo

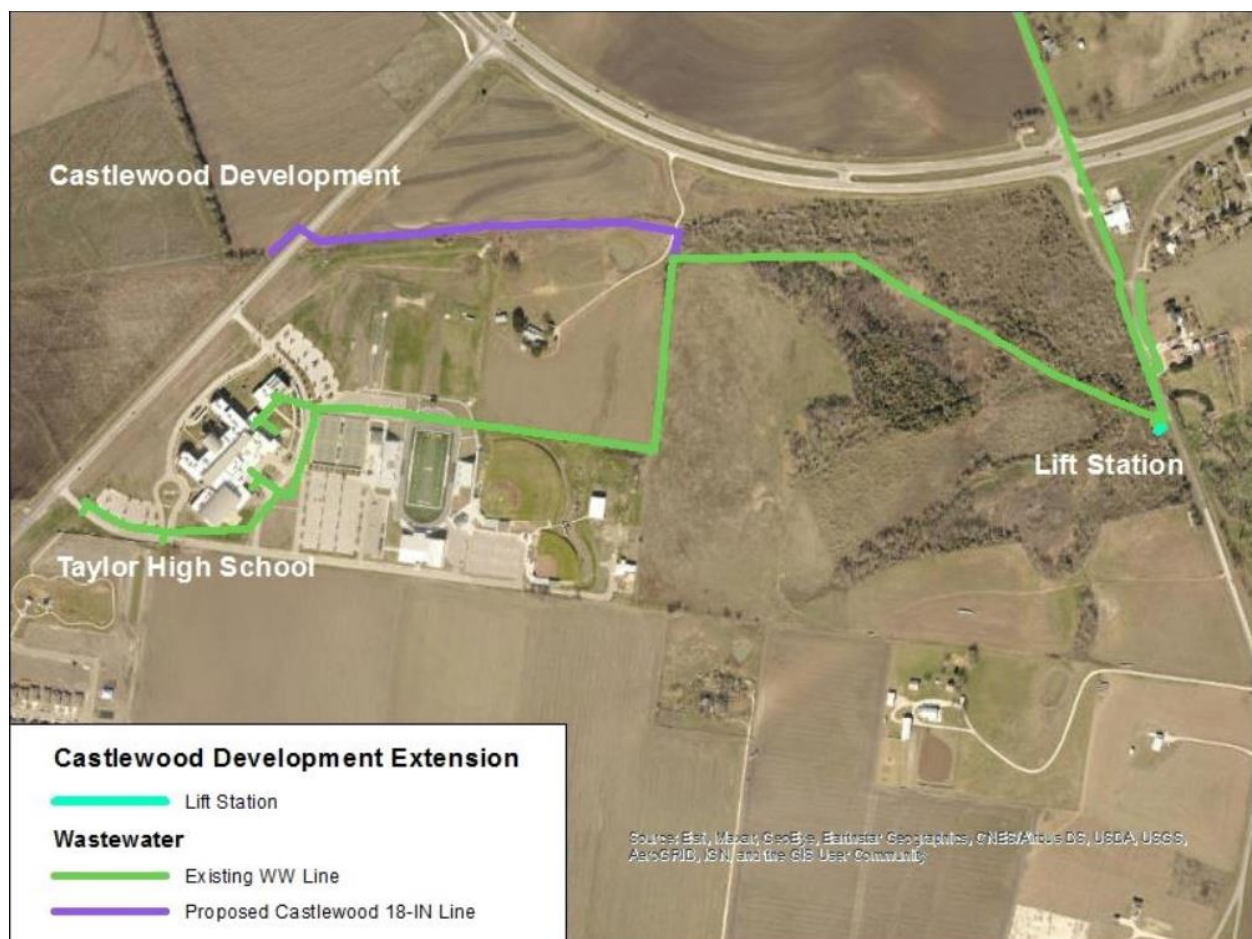
Date: Wednesday, January 06, 2021

To: Tom Yantis, City of Taylor

From: Heather Lindner, HDR

Subject: Castlewood Development Wastewater Line Sizing Analysis

Kimley-Horn requested HDR's assistance to utilize the City's wastewater hydraulic model to evaluate the sizing of a proposed wastewater line extension to the proposed development of the Castlewood property. The proposed extension would run north of Taylor High School and across FM 973, as shown in purple in the following figure. The City's hydraulic model was built upon the City's wastewater GIS information, and supplemented with a partial manhole elevation survey. The City's hydraulic model is not yet calibrated to any field data.



*LUE value includes buildout of both phases of Avery Glenn

Phase 1 – Additional 300 LUEs from Castlewood property only
Buildout – Additional 1,829 LUEs from Castlewood property and adjacent developments

Phase 1 – 640 LUEs
Buildout – 2,169 LUEs

The phase 1 modeling indicates that a 12-inch line extension is sufficient to serve the additional 300 LUEs from the Castlewood property only. The buildout modeling indicates an 18-inch line extension would be necessary to serve the additional 1,829 LUEs from the Castlewood property and additional developments. The buildout modeling also indicates that the gravity line that connects to the existing lift station may need to be upsized to a diameter of 21 inches to handle buildout flows. Potential upsizing of the existing lift station and force main were not evaluated.

The development agreement states that the City's cost participation will be the arithmetic difference between the bid price for a 12-inch wastewater line (required for the Castlewood property only) and the bid price for an 18-inch wastewater line (required for future development). A bid tabulation from DNT Construction, LLC, provided by Kimley-Horn, included a unit price of \$41.77 per linear foot for a 12-inch open-cut wastewater gravity line, and \$59.25 per linear foot for an 18-inch open-cut wastewater gravity line. The difference in unit cost between an 18-inch open-cut line (\$59.25/linear foot) and a 12-inch open-cut line (\$41.77/linear foot) is \$17.48 per linear foot. This is the City's cost participation in oversizing the open-cut portion of the line to 18-inches. The open-cut portion of the sewer line extension to the Castlewood property is 2,272 linear feet. At \$17.48 per linear foot, the City's cost participation for the open-cut portion of the line is \$39,714.56.

A portion of the proposed line crosses under FM 973 and will be installed by boring under FM 973. The unit cost to bore a 12-inch line with a 24-inch casing is \$711.51 per linear foot. The unit cost to bore an 18-inch line with a 36-inch casing is \$767.62 per linear foot. The difference in unit cost between the 12-inch bore and the 18-inch bore is \$56.11 per linear foot. This is the City's cost participation in oversizing the portion of the line that will be bored under FM 973 to 18-inches. The portion of the sewer line extension to the Castlewood property that will be installed by boring is 200 linear feet. At \$56.11 per linear foot, the City's cost participation for the portion of the line that will be bored is \$11,222.00.

The City's total cost participation to oversize the entire wastewater line to serve the Castlewood property to 18 inches is \$50,936.56.



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

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

Agenda Item #: 12
Agenda Title: Receive Q1 Financial Presentation

Council Action to be taken: Receive presentation

Department Submitted: Finance

Staff Contact: Jeffrey Wood, Director of Finance

1. PURPOSE/DESCRIPTION

The purpose of this agenda item is to present a financial summary of first quarter revenues for FY2021.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

When the FY2021 budget was developed last summer, staff was conservative in their revenue projections given the ongoing COVID pandemic. As a result, several operational expenditures and staff compensation adjustments were put on hold pending the receipt of additional revenues beyond what was budgeted. It was requested that staff give Council periodic updates regarding the revenues received in FY2021 and seek approval to implement the pending unbudgeted expenditures when revenues were adequate to support such additional expenditures.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Provide Council with the latest financial information to assist in their decision-making process • Keep Council informed on the financial situation of the City so they can better communicate with their constituents	• The update is a snapshot of the financial situation as of the time of the report and can change quickly

4. RECOMMENDATION

Receive presentation for informational purposes and provide direction to staff on how to proceed with staff compensation increases.

5. FUNDING SOURCE

N/A

6. TIMELINE

N/A

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

N/A

8. ATTACHMENTS

12a. [Q1 Financial Update Presentation](#)

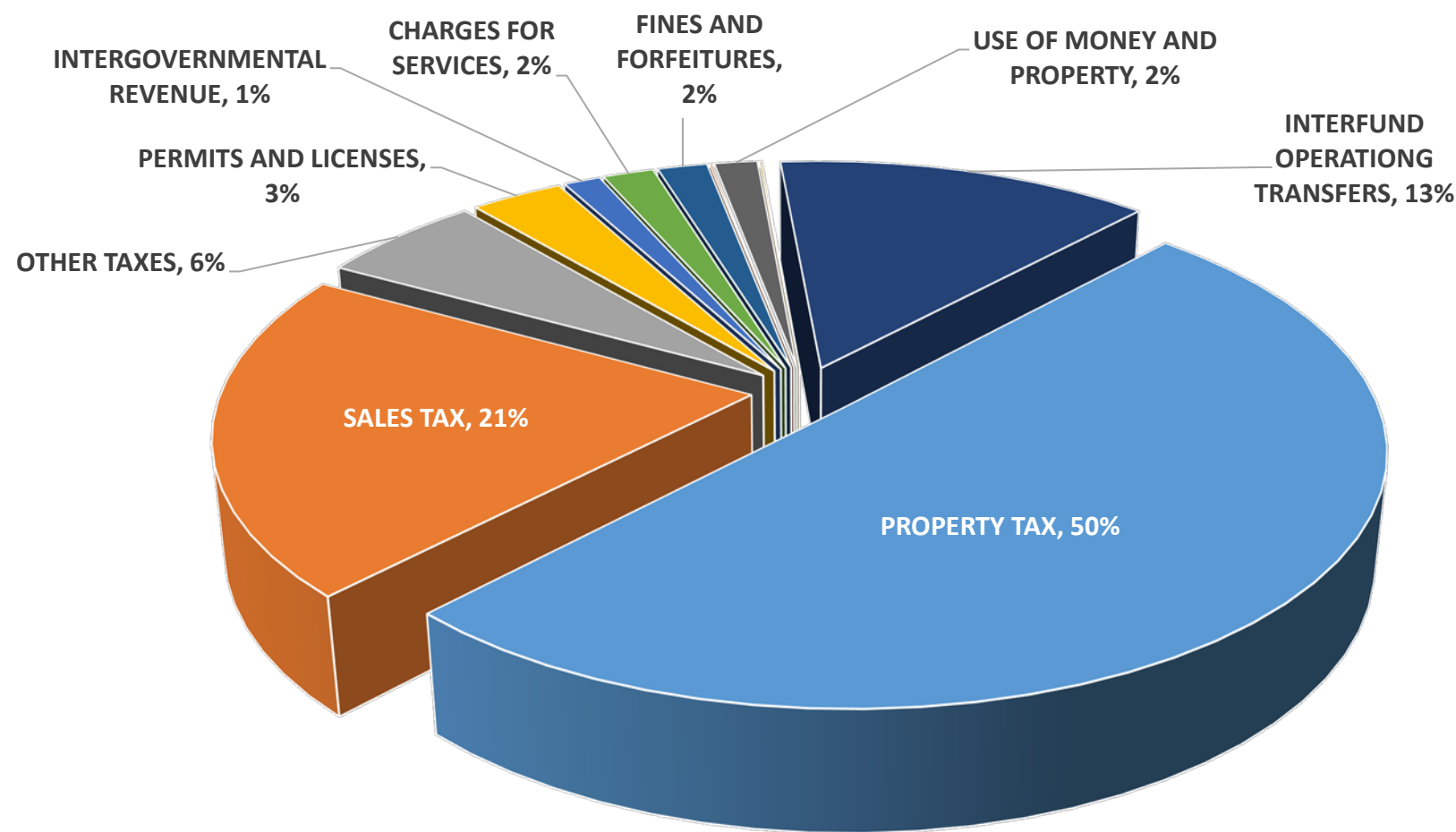


FY2021 Q1 FINANCIAL UPDATE

QUICK RECAP

- FY2021 Budget is a carryover budget from FY2020
 - FY2021 Revenues were budgeted conservatively, especially sales tax
 - Staff compensation adjustments and operational expense increases were put in a queue
 - Budget was adopted with the understanding that we would monitor actual revenues received versus budgeted amounts and implement queued items as surplus revenues warranted
 - Council preference is to adjust compensation first and then increase operational expenditures as additional revenues allow.
-

GENERAL FUND REVENUE SOURCES FY2021



REVENUES RECEIVED IN Q1

	FY2021			FY2020	
Revenue Source	Budgeted Amt	Amount Received	% of Budget	Amount Received	% of Budget
Property Tax	7,592,000	3,751,648	49.42%	3,514,660	46.85%
Sales Tax	3,140,000	1,262,794	40.22%	1,169,643	31.21%
Interfund Transfers	2,008,182	491,412	24.47%	489,800	22.94%
All Other Sources	2,366,800	186,845	7.89%	433,115	16.55%
	\$ 15,106,982	\$ 5,692,699	37.68%	\$ 5,607,218	35.04%

SALES TAX REVENUES

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

COMPENSATION COSTS – FULL YEAR

General Fund			
	Civil Service	Non-CS	Total
October 2019 Study - 90%	149,400	68,700	218,100
October 2019 Study - 95%	334,500	68,700	403,200
October 2019 Study - 100%	544,400	68,700	613,100
	2%	3%	
Non-CS COLA	102,600	153,900	

COMPENSATION COSTS – FEBRUARY 2021 IMPLEMENTATION

General Fund			
	Civil Service	Non-CS	Total
October 2019 Study - 90%	99,600	45,800	145,400
October 2019 Study - 95%	223,000	45,800	268,800
October 2019 Study - 100%	362,933	45,800	408,733
	2%	3%	
Non-CS COLA	68,400	102,600	

FIRE DEPARTMENT WAGE SCALE

	Firefighter																										
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Comparator Average	\$50,390	\$52,142	\$53,710	\$55,105	\$56,295	\$57,356	\$58,820	\$59,934	\$61,155	\$62,638	\$63,839	\$65,010	\$66,382	\$67,449	\$68,720	\$69,790	\$70,517	\$71,120	\$71,922	\$72,314	\$72,533	\$73,044	\$73,268	\$73,495	\$73,724	\$73,956	
Taylor:	\$42,357	\$42,357	\$42,357	\$44,478	\$44,478	\$44,478	\$46,697	\$46,697	\$46,697	\$46,697	\$49,031	\$49,031	\$49,031	\$49,031	\$49,031	\$51,487	\$51,487	\$51,487	\$51,487	\$51,487	\$54,061	\$54,061	\$54,061	\$54,061	\$54,061	\$54,061	
3A (100%)	\$50,390	\$50,390	\$50,390	\$55,105	\$55,105	\$55,105	\$58,820	\$58,820	\$58,820	\$62,638	\$62,638	\$62,638	\$66,382	\$66,382	\$66,382	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	\$69,790	
3B (95%)	\$47,871	\$47,871	\$47,871	\$52,350	\$52,350	\$52,350	\$55,879	\$55,879	\$55,879	\$59,506	\$59,506	\$59,506	\$63,062	\$63,062	\$63,062	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	\$66,301	
3C (90%)	\$45,351	\$45,351	\$45,351	\$49,595	\$49,595	\$49,595	\$52,938	\$52,938	\$52,938	\$56,374	\$56,374	\$56,374	\$59,743	\$59,743	\$59,743	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	\$62,811	
	Fire Driver/Operator																										
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Comparator Average	\$59,322	\$60,865	\$61,958	\$63,360	\$64,792	\$66,124	\$67,506	\$69,200	\$70,474	\$72,445	\$74,096	\$75,637	\$76,863	\$78,359	\$79,169	\$79,821	\$80,833	\$81,406	\$81,812	\$82,365	\$82,561	\$82,760	\$82,962	\$83,167	\$83,376	\$83,588	
Taylor:	\$49,570	\$49,570	\$49,570	\$49,570	\$49,570	\$52,047	\$52,047	\$52,047	\$54,648	\$54,648	\$54,648	\$54,648	\$57,380	\$57,380	\$57,380	\$57,380	\$57,380	\$60,255	\$60,255	\$60,255	\$60,255	\$60,255	\$63,267	\$63,267	\$63,267	\$63,267	
3A (100%)	\$59,322	\$59,322	\$59,322	\$63,360	\$63,360	\$63,360	\$67,506	\$67,506	\$67,506	\$72,445	\$72,445	\$72,445	\$76,863	\$76,863	\$76,863	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	\$79,821	
3B (95%)	\$56,355	\$56,355	\$56,355	\$60,192	\$60,192	\$60,192	\$64,131	\$64,131	\$64,131	\$68,823	\$68,823	\$68,823	\$73,020	\$73,020	\$73,020	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	\$75,830	
3C (90%)	\$53,389	\$53,389	\$53,389	\$57,024	\$57,024	\$57,024	\$60,755	\$60,755	\$60,755	\$65,200	\$65,200	\$65,200	\$69,177	\$69,177	\$69,177	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	\$71,839	
	Fire Lieutenant																										
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Comparator Average	\$67,207	\$68,501	\$70,268	\$71,627	\$73,137	\$74,913	\$76,496	\$77,998	\$80,021	\$81,661	\$83,281	\$85,024	\$85,987	\$86,764	\$87,961	\$88,640	\$89,127	\$89,772	\$89,999	\$90,230	\$90,464	\$90,702	\$90,943	\$91,189	\$91,438	\$91,691	
Taylor:	\$56,156	\$56,156	\$56,156	\$56,156	\$56,156	\$58,964	\$58,964	\$58,964	\$61,912	\$61,912	\$61,912	\$65,008	\$65,008	\$65,008	\$68,259	\$68,259	\$68,259	\$68,259	\$71,675	\$71,675	\$71,675	\$71,675	\$75,259	\$75,259	\$75,259	\$75,259	
3A (100%)	\$67,207	\$67,207	\$67,207	\$71,627	\$71,627	\$71,627	\$76,496	\$76,496	\$76,496	\$81,661	\$81,661	\$81,661	\$85,987	\$85,987	\$85,987	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	\$88,640	
3B (95%)	\$63,847	\$63,847	\$63,847	\$68,046	\$68,046	\$68,046	\$72,671	\$72,671	\$72,671	\$77,578	\$77,578	\$77,578	\$81,688	\$81,688	\$81,688	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	\$84,208	
3C (90%)	\$60,487	\$60,487	\$60,487	\$64,465	\$64,465	\$64,465	\$68,846	\$68,846	\$68,846	\$73,495	\$73,495	\$73,495	\$77,388	\$77,388	\$77,388	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	\$79,776	
	Fire Captain																										
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Comparator Average	\$73,433	\$74,689	\$76,114	\$78,318	\$79,878	\$81,439	\$83,486	\$85,160	\$86,807	\$88,855	\$89,937	\$90,634	\$91,962	\$92,691	\$93,219	\$94,214	\$94,472	\$94,734	\$94,999	\$95,268	\$95,541	\$95,817	\$96,098	\$96,382	\$96,671	\$96,963	
Taylor:																											
3A (100%)	\$73,433	\$73,433	\$73,433	\$78,318	\$78,318	\$78,318	\$83,486	\$83,486	\$83,486	\$88,855	\$88,855	\$88,855	\$91,962	\$91,962	\$91,962	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	\$94,214	
3B (95%)	\$69,761	\$69,761	\$69,761	\$74,402	\$74,402	\$74,402	\$79,312	\$79,312	\$79,312	\$84,412	\$84,412	\$84,412	\$87,364	\$87,364	\$87,364	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	\$89,503	
3C (90%)	\$66,090	\$66,090	\$66,090	\$70,486	\$70,486	\$70,486	\$75,138	\$75,138	\$75,138	\$79,970	\$79,970	\$79,970	\$82,766	\$82,766	\$82,766	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	\$84,793	

POLICE DEPARTMENT WAGE SCALE

	Police Officer																									
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Comparator Average	\$52,996	\$54,744	\$56,609	\$57,751	\$58,908	\$60,138	\$61,695	\$62,885	\$64,169	\$65,272	\$66,694	\$67,409	\$68,157	\$68,844	\$69,774	\$70,335	\$71,071	\$71,408	\$71,656	\$71,817	\$71,978	\$72,139	\$72,300	\$72,461	\$72,622	\$72,783
Taylor:	\$52,836	\$52,836	\$52,836	\$52,836	\$52,836	\$52,836	\$55,477	\$55,477	\$55,477	\$55,477	\$58,252	\$58,252	\$58,252	\$58,252	\$58,252	\$61,166	\$61,166	\$61,166	\$61,166	\$61,166	\$64,224	\$64,224	\$64,224	\$64,224	\$64,224	\$64,224
3A (100%)	\$52,996	\$52,996	\$52,996	\$57,751	\$57,751	\$57,751	\$61,695	\$61,695	\$61,695	\$65,272	\$65,272	\$65,272	\$68,157	\$68,157	\$68,157	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335	\$70,335
3B (95%)	\$50,347	\$50,347	\$50,347	\$54,864	\$54,864	\$54,864	\$58,610	\$58,610	\$58,610	\$62,009	\$62,009	\$62,009	\$64,749	\$64,749	\$64,749	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818	\$66,818
3C (90%)	\$47,697	\$47,697	\$47,697	\$51,976	\$51,976	\$51,976	\$55,525	\$55,525	\$55,525	\$58,745	\$58,745	\$58,745	\$61,342	\$61,342	\$61,342	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302	\$63,302
	Police Corporal Option 2 - Middle of Officer and Sergeant																									
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Comparator Average	\$67,725	\$68,928	\$70,632	\$71,633	\$72,407	\$73,434	\$75,248	\$76,051	\$76,865	\$77,690	\$79,616	\$80,166	\$81,886	\$82,445	\$83,008	\$83,305	\$83,603	\$83,900	\$84,198	\$84,495	\$84,793	\$85,090	\$85,388	\$85,685	\$85,983	\$86,278
Taylor:	\$56,888	\$56,888	\$56,888	\$56,888	\$56,888	\$56,888	\$59,732	\$59,732	\$59,732	\$59,732	\$62,717	\$62,717	\$62,717	\$62,717	\$62,717	\$65,852	\$65,852	\$65,852	\$65,852	\$65,852	\$69,145	\$69,145	\$69,145	\$69,145	\$69,145	\$69,145
3A (100%)	\$61,127	\$61,127	\$61,127	\$65,587	\$65,587	\$65,587	\$69,518	\$69,518	\$69,518	\$73,546	\$73,546	\$73,546	\$75,973	\$75,973	\$75,973	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482	\$77,482
3B (95%)	\$58,071	\$58,071	\$58,071	\$62,307	\$62,307	\$62,307	\$66,042	\$66,042	\$66,042	\$69,869	\$69,869	\$69,869	\$72,174	\$72,174	\$72,174	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608	\$73,608
3C (90%)	\$55,015	\$55,015	\$55,015	\$59,028	\$59,028	\$59,028	\$62,566	\$62,566	\$62,566	\$66,191	\$66,191	\$66,191	\$68,375	\$68,375	\$68,375	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734	\$69,734
	Police Sergeant																									
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Comparator Average	\$69,258	\$70,451	\$71,718	\$73,422	\$74,784	\$75,988	\$77,341	\$78,891	\$80,145	\$81,819	\$82,575	\$83,401	\$83,788	\$84,067	\$84,347	\$84,630	\$84,914	\$85,094	\$85,274	\$85,454	\$85,633	\$85,813	\$85,993	\$86,173	\$86,353	\$86,544
Taylor:	\$62,247	\$62,247	\$62,247	\$62,247	\$62,247	\$62,247	\$65,360	\$65,360	\$65,360	\$65,360	\$68,628	\$68,628	\$68,628	\$68,628	\$68,628	\$72,060	\$72,060	\$72,060	\$72,060	\$72,060	\$75,661	\$75,661	\$75,661	\$75,661	\$75,661	\$75,661
3A (100%)	\$69,258	\$69,258	\$69,258	\$73,422	\$73,422	\$73,422	\$77,341	\$77,341	\$77,341	\$81,819	\$81,819	\$81,819	\$83,788	\$83,788	\$83,788	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630	\$84,630
3B (95%)	\$65,795	\$65,795	\$65,795	\$69,751	\$69,751	\$69,751	\$73,474	\$73,474	\$73,474	\$77,728	\$77,728	\$77,728	\$79,599	\$79,599	\$79,599	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398	\$80,398
3C (90%)	\$62,332	\$62,332	\$62,332	\$66,080	\$66,080	\$66,080	\$69,607	\$69,607	\$69,607	\$73,637	\$73,637	\$73,637	\$75,409	\$75,409	\$75,409	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167	\$76,167
	Police Commander																									
	Base	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Comparator Average	\$97,722	\$100,629	\$102,041	\$105,060	\$106,522	\$109,695	\$111,205	\$113,245	\$114,392	\$115,555	\$116,737	\$117,936	\$118,851	\$119,358	\$119,872	\$120,393	\$120,557	\$120,720	\$120,884	\$121,048	\$121,211	\$121,375	\$121,539	\$121,702	\$121,866	\$122,029
Taylor:	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$90,407	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928	\$94,928
3A (100%)	\$97,722	\$97,722	\$97,722	\$105,060	\$105,060	\$105,060	\$111,205	\$111,205	\$111,205	\$115,555	\$115,555	\$115,555	\$118,851	\$118,851	\$118,851	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393	\$120,393
3B (95%)	\$92,836	\$92,836	\$92,836	\$99,807	\$99,807	\$99,807	\$105,645	\$105,645	\$105,645	\$109,778	\$109,778	\$109,778	\$112,908	\$112,908	\$112,908	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373	\$114,373
3C (90%)	\$87,950	\$87,950	\$87,950	\$94,554	\$94,554	\$94,554	\$100,084	\$100,084	\$100,084	\$104,000	\$104,000	\$104,000	\$106,966	\$106,966	\$106,966	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354	\$108,354

COMPENSATION TOTAL COST

	FY2021	FY 2022
Comp Study 90%	145,400	218,100
Comp Study 95%	0	0
COLA For Non-Study Employees (3%) - FY2021	102,600	153,900
Total Revenues Needed	248,000	372,000

SUMMARY

- Property tax collections are at a level similar to FY2020 Q1
- Property tax collections are on track to meet budgeted projections
- COVID-19 has not impacted property tax collections at this point
- Sales tax revenues are at a level similar to FY2020 Q1
- Sales tax revenues are exceeding budgeted projections
- Second round of federal stimulus payments should assist in maintaining strong sales tax collections
- Our initial concerns about COVID-19 impact on the local economy has not materialized
- Revenue receipts support consideration of implementing the October 2019 compensation study and COLA increases for non-study employees



City Council Meeting January 14, 2021 Transmittal Letter

STRATEGIC PILLAR

☒ Streets/Infrastructure

☐ Quality of Life

☐ Economic Vitality

Agenda Item #: 13

Agenda Title: **Consider approving Resolution R21-02, authorizing an applications to the Economic Development (EDA) for Federal Assistance through the EDA Public Works and Economic Adjustment Assistance (PWEAA) Program (Jeff Jenkins)**

Council Action to be taken: Consider/Approve Submission of Grant Application to EDA

Department Submitted: City Management

Staff Contact: Jeff Jenkins, Deputy City Manager
David Legere, Langford Community Management Services, Inc.

1. PURPOSE/DESCRIPTION

To consider submitting an application to the EDA-Public Works and Economic Adjustment Assistance Program for grant funding for economic development. The City is eligible for the program, and with matching funds could, potentially, obtain grant funding.

2. STAFF ANALYSIS / BACKGROUND / PRIOR COUNCIL ACTIONS

The City has been working to identify potential plans for sanitary sewer service west of Carlos G. Parker Blvd that will allow for future development along Hwy 79. The City commissioned a feasibility study and received a recommended plan.

In October 2020, the city applied for funding under the EDA-CARES Program but was subsequently not selected for funding. The regular EDA economic development program is another potential source of project funding. This program requires matching funds and the project would be expected to produce jobs.

Langford Community Management Services has been tasked with reworking the application package for (re)submission to the EDA with the newly proposed funding plan. The application will request approximately 20% funding (\$1.5 million) of the total costs for the Sewer Line Project, by way of a federal grant. The total cost for the sewer line project is \$7 million.

3. PROS and CONS

<u>PROS</u>	<u>CONS</u>
• Provides additional funding opportunity for Highway 79 sewer line • Leverages work (application package from EDA Cares application) already completed at no additional costs • Would help relieve the developer of some costs • Shows good faith effort by city to help facilitate project • Good to have project ‘on-the-shelf’ for potential future funding	• Competing for limited funds in a competitive program

4. RECOMMENDATION

Staff recommends that the City Council approve the Resolution to submit an application to EDA and to commit matching funds to the project. An award of grant funding could potentially be helpful to obtaining the funding needed to complete this project that could be key to future economic development in Taylor.

5. FUNDING SOURCE

2020 EDA – 20% grant funding; local matching funds at 80%.

It is anticipated the funding of this match will be through a public private partnership with a developer through a 380 agreement.

6. TIMELINE

Submit the Grant Application to the EDA in January. If the project is approved for funding design can begin in the Spring with Construction (14 months) starting in 2022.

7. OTHER OPTIONS (In order of preference)

- 1) Seek alternate funding for the Sewer Line Project.
- 2) Take no action; do not move forward with Sewer Line Grant Application

8. ATTACHMENTS

13a. [Resolution R21-02 to Submit Application to EDA](#)

RESOLUTION R21-02 AUTHORIZING APPLICATION

Economic Development Administration Request for Federal Assistance

A RESOLUTION OF THE CITY COUNCIL OF TAYLOR, TEXAS HEREINAFTER REFERRED TO AS "APPLICANT", DESIGNATING CERTAIN OFFICIALS AS BEING RESPONSIBLE FOR, ACTING FOR, AND ON BEHALF OF THE "APPLICANT" WITH THE ECONOMIC DEVELOPMENT ADMINISTRATION, HEREINAFTER REFERRED TO AS "EDA", FOR THE PURPOSE OF REQUESTING FEDERAL ASSISTANCE FOR AN AREA OF SUBSTANTIAL ECONOMIC DISTRESS THROUGH THE EDA PUBLIC WORKS AND ECONOMIC ADJUSTMENT ASSISTANCE (PWEAA) PROGRAM, HEREINAFTER REFERRED TO AS THE "PROGRAM"; CERTIFYING THAT THE "APPLICANT" MATCHING SHARE IS READILY AVAILABLE; AND COMMITTING THE CITY TO THE PROPOSED INFRASTRUCTURE IMPROVEMENTS.

WHEREAS, the Economic Development Administration provides strategic investments on a competitive merit basis to support economic development; and

WHEREAS, the Federal Legislature has approved the "Program" for the purposes of allowing the political subdivisions of the States to participate in the "Program"; and

WHEREAS, the City of TAYLOR ("Applicant"), an incorporated town within WILLIAMSON County, is eligible to apply for allocated grant funds; and

WHEREAS, the "Applicant" has determined that the installation of the Infrastructure Improvements is in the best interest of the City and will serve the legitimate public purpose of economic development; and

WHEREAS, the "Applicant" is desirous of authorizing an official to represent and act for the "Applicant" in all matters with the "EDA" concerning the "Program";

BE IT RESOLVED BY THE "APPLICANT":

SECTION 1: That the "Applicant" hereby certifies that they are eligible to receive assistance under the "Program".

SECTION 2: That the "Applicant" hereby certifies that the "Applicant's" matching share for this application is readily available at this time.

SECTION 3: That the "Applicant" hereby authorizes and directs its City Manager to act for the "Applicant" in executing all necessary documentation with the "EDA" for the purpose of requesting and receiving grant funding under the "Program", and Brian Laborde is hereby officially designated as the representative in this regard.

SECTION 4: The "Applicant" hereby specifically authorizes the official to make the application for funding to the "EDA" concerning the site, located along U.S. Highway 79 (Hwy 79) in the west section of the City to be known as the "Sewer Line Project" in the City of TAYLOR to facilitate

commercial, industrial, and residential development.

Introduced, read and passed by the affirmation vote of the "Applicant" on this _____ day of _____, 2021.

Brandt Rydell, Mayor
City of Taylor

ATTEST:

Dianna Barker
City Clerk