



**NOTICE OF TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
MONDAY, APRIL 17, 2023 at 6:00 P.M.**

LOCATION:

IN PERSON at 1401 FM 424, CROSS ROADS, TEXAS 76227

Or

View via Zoom Meeting

<https://us02web.zoom.us/j/83648927635>

Meeting ID: 836 4892 7635

One tap mobile

+13462487799,,83648927635# US (Houston)

***Note: All applicants should attend in person.**

1. Call to Order.
2. Roll Call.
3. Invocation – Mike Spencer, Denton Bible Church
4. Pledge of Allegiance – Kristi Gilbert
5. Citizens Input (Items on the agenda and not on the agenda).
*All persons addressing the Council must complete a Public Comment Request Form.
If you are attending in person, please submit the form to the Town Secretary.
If you are attending via Zoom, please submit the form available on the Town's website
no later than 4:00 p.m. on the day of the meeting by email to d.butler@crossroadstx.gov.
Please limit your comments to three minutes in duration.*
6. Council Members' announcements and updates.
7. Mayor's Announcements and updates.
8. Updates; Discussion of Same.
 - a. Town Administrator Announcements and Updates, including financial, development and permit reports – Kristi Gilbert
 - b. Law Enforcement – Shaun Short
 - c. Fire Department – Paul Rust
 - d. Committee Reports – MDD, Parks, Connectivity, Historical, Road

CONSENT AGENDA

9. Consider approval of March 20, 2023 meeting minutes.
10. Consider approval of the March Financials.
11. Consider approval of a resolution adopting a policy authorizing the Town of Cross Roads to accept applications for primary depository bank services from financial institutions not doing business within the Town.

12. Consider approval of awarding a proposal for Wrecker and Towing Services to All American Towing and Recovery, Inc, in Aubrey, Texas.
13. Consider approval of a resolution adopting the Denton County Hazard Mitigation Plan as required by the Federal Disaster Mitigation Act of 2000 and the Federal Emergency Management Agency (FEMA).
14. Consider approval of an Interlocal Cooperative Agreement with Denton County for Share Governance Communications and Dispatch Services and authorize the Mayor to execute the same.

REGULAR SESSION

15. Receive a presentation and discuss drainage requirements associated with development applications in the Town.
16. Discuss and consider approval of a resolution adopting the 2035 Strategic Plan for the Town of Cross Roads.

ADJOURN

Future Meetings and Events:

All citizens are invited to participate; schedule may change.

- *Town Council Meeting – Monday, May 1, 2023 at 6:00 p.m.*
- *Planning and Zoning Commission Meeting – Tuesday, May 2, 2023 at 7:00 p.m.*
- *Parks and Recreation Board Meeting – Wednesday, May 3, 2023 at 6:00 p.m.*
- *Municipal Development District Meeting – Thursday, May 11, 2023 at 6:00 p.m.*
- *Town Council Meeting – Wednesday, May 17, 2023 at 6:00 p.m. – Moved to allow canvas of General Election.*

CERTIFICATION

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the official bulletin board at the Town Hall of the Town of Cross Roads, Texas on or before Friday, April 14th, 2023, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

A quorum of the Municipal Development District, Parks and Recreation Board and/or Planning and Zoning Commission may be present at the meeting and may participate in discussion on any of the items listed on the agenda at the discretion of the Mayor.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed executive session for seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

This facility is wheelchair accessible and accessible parking spaces are available. For requests, please contact Town Hall at 940-365-9693. Reasonable accommodations will be made to assist your needs.

Donna Butler, Town Secretary

I certify that the attached notice and agenda of items to be considered by the Town Council of the Town of Cross Roads was removed by me from the front window of the Town of Cross Roads Town Hall, 1401 FM 424, Cross Roads, Texas, on the _____ day of _____ 2023.
_____, Title: Town Secretary

CROSS ROADS POLICE DEPARTMENT



Police Department Council Report

Chief Shaun Short

April 17, 2023

Police Operations

➤ March Police Reports

- **4 Crash Investigations**
 - 2 - US380
 - 2 - Other
- **1 Persons Crimes**
 - 1 Unknown Actor
 - 0 Family Violence
- **4 Property Crime**
 - 1 UUMV
 - 3 Retail Theft
- **14 - Society**
 - 2 - Intoxicated Driving
 - 12 – Drugs/Paraphernalia / MIP / PI

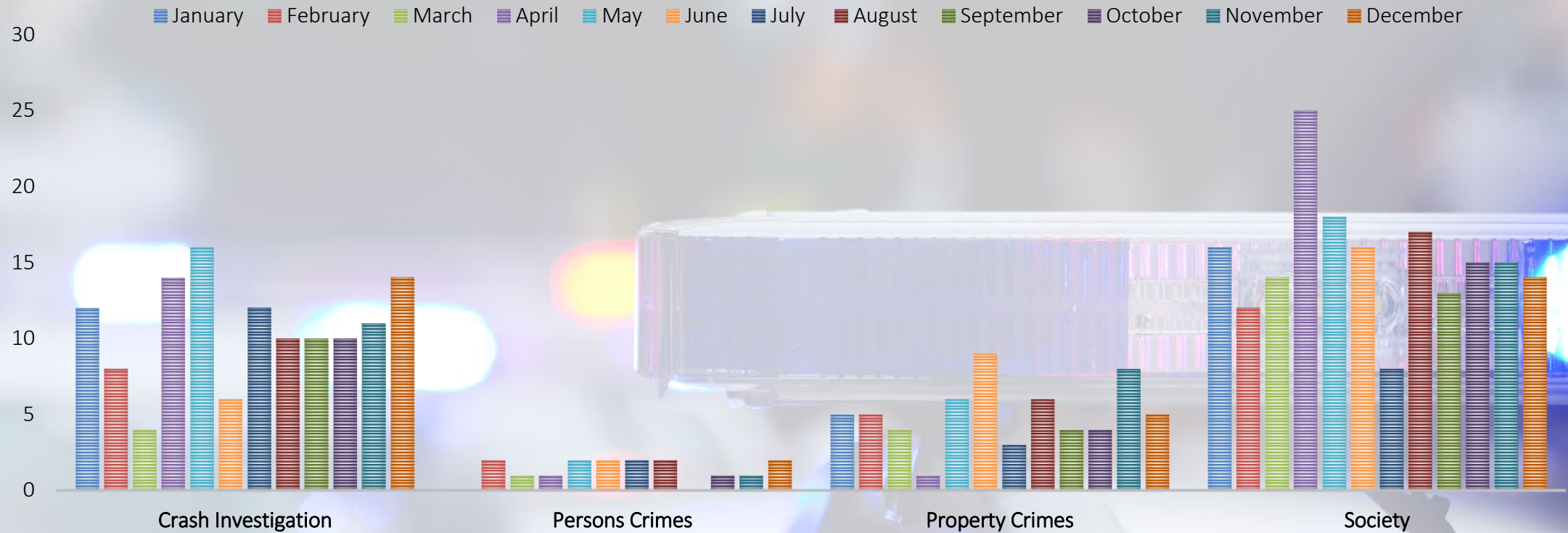
➤ March Incident Type Summary

- **20 Agency Assist**
- **21 Alarm**
- **8 Animal Complaint**
- **4 Disturbance**
- **18 Motorist Assist**
- **0 Open Door**
- **6 Road Blockage**
- **15 Suspicious Person**
- **383 Traffic Stop**
- **11 Welfare Concern**
- **235 Unclassified**

731 Total Events

Police Operations Monthly Comparison

MONTHLY COMPARISON



Police – Administrative

- **Projects Update**
 - **Awning May 19 current schedule**
 - **Started Process for TPCA Accreditation**
 - **Vehicles / Notified of delay from Ford**
 - **Electric Repairs Building two bids received**
 - **New CAD started train the trainer**
- **Training**
 - **Sgt. Tyler delivered firearms training**
- **Community**
 - **Caring Hands Tour of Police Dept**



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

April 17, 2023

Agenda Item:

Consider action on the Town's monthly financial reports – March 2023.

Prepared by:

Kristi Gilbert, Town Administrator

Budget versus Actuals Report:

The attached financials are the unaudited financials as of March 31, 2023. The report is reflective of six months (50.0%) of the fiscal year. Most revenues should be tracking at 50% or lower, indicative of revenues at or exceeding budget projections. Most expenses should be tracking at 50% or higher, indicative of expenses at or lower than budget projections. Overall, general fund revenues are tracking at 48.01% and expenses are tracking at 53.00% with expenses exceeding revenues by \$21,317.17 for the month of March and revenues exceeding expenses by \$671,943.05 for the fiscal year to date.

The following are exceptions of note:

- March sales tax collections are down. March is typically one of the slower months, however, there was also an additional \$22,273.22 withheld from the March payment by the Comptroller's Office for payments made in error to the Town. Staff is still researching the details of this item.
- Interest revenue increased significantly in March. The Town transferred approximately \$2.7 million from the General Fund and Road Improvement Fund into the recently established TexPool accounts on March 15th and generated over \$5,600 in interest over a two-week period.
- There were three paydays in March resulting in higher-than-average payroll expenses for the month. The year-to-date total is reflective of 13 out of 26 pay periods (50%) of the year.
- Street Contract/Repairs in the amount of \$44,967.60 were paid for the emergency repairs to N Potter Shop Road.

Recommended Action:

Staff recommends approval.

Attachments:

FY 23 Revenues and Expenditures as of March 31, 2023

Transaction Detail

Town of Cross Roads
 Revenue And Expense Report
 As of March 31, 2023

4/6/2023 11:43 AM

100 - General	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
Revenue Summary							
-	275,639.09	2,161,551.37	4,158,000.00	1,996,448.63	48.01%	2,001,087.21	4,118,947.22
Revenue Totals	<u>275,639.09</u>	<u>2,161,551.37</u>	<u>4,158,000.00</u>	<u>1,996,448.63</u>	<u>48.01%</u>	<u>2,001,087.21</u>	<u>4,118,947.22</u>
Expense Summary							
110-Administration	97,344.26	708,436.16	1,511,434.00	802,997.84	53.13%	658,597.81	1,358,401.56
210-Municipal Court	5,882.45	16,088.23	41,605.25	25,517.02	61.33%	10,368.95	31,253.67
310-Police	141,347.94	677,184.11	1,530,568.00	853,383.89	55.76%	600,824.80	1,299,743.03
410-Parks & Recreation	594.82	5,105.28	31,990.00	26,884.72	84.04%	2,579.72	16,764.74
510-Community Development	0.00	200.00	2,000.00	1,800.00	90.00%	50.00	600.00
520-Inspection	298.56	13,377.86	21,500.00	8,122.14	37.78%	6,580.00	34,709.29
610-Public Works	51,488.23	69,216.68	99,100.00	29,883.32	30.15%	9,335.64	90,853.75
Expense Totals	<u>296,956.26</u>	<u>1,489,608.32</u>	<u>3,238,197.25</u>	<u>1,748,588.96</u>	<u>53.00%</u>	<u>1,288,336.92</u>	<u>2,832,326.04</u>
Revenues Over(Under) Expenditures	<u>(21,317.17)</u>	<u>452,518.08</u>	<u>671,943.05</u>	<u>0.00</u>	<u>0.00%</u>	<u>712,750.29</u>	<u>1,286,621.18</u>
710-Transfers Out	30,086.57	219,424.97	0.00	(219,424.97)	0.00%	(6,972.42)	1,742,979.53

Town of Cross Roads
 Revenue and Expense Report
 As of March 31, 2023

4/6/2023 11:43 AM

100 - General	Department Reven	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.

<u>Sales Taxes</u>								
-40100	Sales Tax Revenue	211,242.61	1,669,046.43	3,400,000.00	1,730,953.57	50.91%	1,628,577.28	3,280,497.90
-40110	Mixed Beverage Tax Revenue	1,978.72	11,628.98	19,000.00	7,371.02	38.79%	9,533.33	22,099.51
	Total Sales Taxes	213,221.33	1,680,675.41	3,419,000.00	1,738,324.59	50.84%	1,638,110.61	3,302,597.41
<u>Franchise Taxes</u>								
-40120	Franchise Tax Telecom	6.04	1,842.67	3,500.00	1,657.33	47.35%	1,924.49	3,667.28
-40121	Franchise Tax Waste	0.00	13,619.62	24,750.00	11,130.38	44.97%	11,613.95	23,394.07
-40122	Franchise Tax Electric	7,235.93	140,683.29	99,500.00	(41,183.29)	(41.39%)	96,360.49	98,155.14
-40123	Franchise Tax Gas	7,099.61	28,533.85	20,000.00	(8,533.85)	(42.67%)	19,466.82	19,620.64
-40124	Franchise Tax Mustang SUD	0.00	15,793.31	19,000.00	3,206.69	16.88%	10,703.36	17,905.62
	Total Franchise Taxes	14,341.58	200,472.74	166,750.00	(33,722.74)	(20.22%)	140,069.11	162,742.75
<u>Licenses & Permits</u>								
-40200	Development/Plattng/Permit Fees	1,951.76	9,356.26	47,500.00	38,143.74	80.30%	10,590.00	32,878.32
-40201	Infrastructure Inspection Fees	4,730.96	65,050.40	68,000.00	2,949.60	4.34%	0.00	27,690.44
-40202	Residential Bldg Permits and Inspections	2,413.50	30,533.30	90,000.00	59,466.70	66.07%	76,089.10	120,209.72
-40203	Commercial Bldg Permits and Inspections	880.00	22,733.92	100,000.00	77,266.08	77.27%	30,526.96	54,204.30
-40204	Septic Permits and Fees	0.00	650.00	8,500.00	7,850.00	92.35%	4,410.00	7,090.00
-40206	Health Inspection and Fees	8,935.00	20,471.00	17,000.00	(3,471.00)	(20.42%)	14,650.00	16,058.00
-40207	Alcohol Permit/License	1,500.00	5,095.00	1,200.00	(3,895.00)	(324.58%)	665.00	1,455.00
-40208	Signs Permit and Fees	850.00	4,450.00	2,800.00	(1,650.00)	(58.93%)	2,450.00	4,250.00
	Total Licenses & Permits	21,261.22	158,339.88	335,000.00	176,660.12	52.73%	139,381.06	263,835.78
<u>Court Revenue</u>								
-40210	Municipal Court Fines	15,427.48	84,902.14	190,000.00	105,097.86	55.31%	74,999.86	190,009.27
	Total Court Revenue	15,427.48	84,902.14	190,000.00	105,097.86	55.31%	74,999.86	190,009.27
<u>Fines and Fees</u>								
-40300	Administrative Fees	989.00	9,849.75	17,500.00	7,650.25	43.72%	2,276.35	22,269.00

-40314 Credit Card Processing Fee	304.20	1,643.38	2,500.00	856.62	34.26%	1,128.57	3,136.16
Total Fines and Fees	<u>1,293.20</u>	<u>11,493.13</u>	<u>20,000.00</u>	<u>8,506.87</u>	<u>42.53%</u>	<u>3,404.92</u>	<u>25,405.16</u>
<u>Contributions</u>							
-40304 MDD Contribution	0.00	11,125.00	22,250.00	11,125.00	50.00%	6,090.75	18,272.25
Total Contributions	<u>0.00</u>	<u>11,125.00</u>	<u>22,250.00</u>	<u>11,125.00</u>	<u>50.00%</u>	<u>6,090.75</u>	<u>18,272.25</u>
<u>Investment Income</u>							
-40306 Interest Revenue	3,594.28	6,354.32	5,000.00	(1,354.32)	(27.09%)	3,849.36	7,334.30
Total Investment Income	<u>3,594.28</u>	<u>6,354.32</u>	<u>5,000.00</u>	<u>(1,354.32)</u>	<u>(27.09%)</u>	<u>3,849.36</u>	<u>7,334.30</u>
<u>Miscellaneous</u>							
-40315 Miscellaneous Income	(1,000.00)	0.00	0.00	0.00	0.00%	1,581.04	4,852.60
Total Miscellaneous	<u>(1,000.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>1,581.04</u>	<u>4,852.60</u>
<u>Donations</u>							
-40455 Donations	7,500.00	7,500.00	0.00	(7,500.00)	0.00%	0.00	0.00
Total Donations	<u>7,500.00</u>	<u>7,500.00</u>	<u>0.00</u>	<u>(7,500.00)</u>	<u>0.00%</u>	<u>0.00</u>	<u>0.00</u>
<u>Other Income</u>							
-40610 Insurance Proceeds	0.00	11,932.51	0.00	(11,932.51)	0.00%	0.00	0.00
Total Other Income	<u>0.00</u>	<u>11,932.51</u>	<u>0.00</u>	<u>(11,932.51)</u>	<u>0.00%</u>	<u>0.00</u>	<u>0.00</u>
<u>Transfers</u>							
-40910 Transfers In	0.00	(11,243.76)	0.00	11,243.76	0.00%	(6,399.50)	143,897.70
Total Transfers	<u>0.00</u>	<u>(11,243.76)</u>	<u>0.00</u>	<u>11,243.76</u>	<u>0.00%</u>	<u>(6,399.50)</u>	<u>143,897.70</u>
Total	<u>275,639.09</u>	<u>2,161,551.37</u>	<u>4,158,000.00</u>	<u>1,996,448.63</u>	<u>48.01%</u>	<u>2,001,087.21</u>	<u>4,118,947.22</u>
Total Revenue	<u>275,639.09</u>	<u>2,161,551.37</u>	<u>4,158,000.00</u>	<u>1,996,448.63</u>	<u>48.01%</u>	<u>2,001,087.21</u>	<u>4,118,947.22</u>

100 - General	Department Expen	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
.110-Administration								
<u>Personnel and Benefits</u>								
110-51101	Payroll Expenses: Wages	53,361.34	243,836.58	481,000.00	237,163.42	49.31%	204,883.57	415,693.79
110-51102	Overtime	0.00	360.18	500.00	139.82	27.96%	0.00	0.00
110-51105	Longevity Pay	0.00	908.00	5,950.00	5,042.00	84.74%	795.00	795.00
110-51109	Auto Allowance	150.00	900.00	1,800.00	900.00	50.00%	900.00	1,875.00
110-51210	Payroll Expenses: Company Contributions: Retirement	4,315.20	19,117.30	38,480.00	19,362.70	50.32%	15,438.49	30,888.62
110-51215	Payroll Expenses: Taxes	4,093.67	18,880.71	37,750.00	18,869.29	49.98%	15,803.19	32,004.82
110-51216	Employee Health Benefits	4,121.37	24,815.57	48,450.00	23,634.43	48.78%	21,823.04	39,869.20
110-51220	Workers Compensation	0.00	2,986.83	2,000.00	(986.83)	(49.34%)	4,460.96	4,460.96
110-51230	Unemployment	56.98	67.82	1,600.00	1,532.18	95.76%	344.17	351.78
110-51250	Mileage Reimbursements-Non Tax	0.00	0.00	150.00	150.00	100.00%	0.00	0.00
110-51255	Miscellaneous Reimbursements	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
	Total Personnel and Benefits	66,098.56	311,872.99	617,780.00	305,907.01	49.52%	264,448.42	525,939.17
<u>Supplies</u>								
110-52014	Office Supplies	133.17	1,625.13	7,500.00	5,874.87	78.33%	3,883.71	7,722.83
110-52030	Postage	0.00	414.99	1,250.00	835.01	66.80%	432.73	624.74
110-52100	Minor Tools and Equipment	361.78	2,527.80	2,200.00	(327.80)	(14.90%)	938.41	3,156.30
	Total Supplies	494.95	4,567.92	10,950.00	6,382.08	58.28%	5,254.85	11,503.87
<u>Contractual Services</u>								
110-53001	Accounting and Auditing Fees	0.00	0.00	15,000.00	15,000.00	100.00%	673.45	3,673.45
110-53002	Advertising and Promotion	1,949.56	5,228.88	12,000.00	6,771.12	56.43%	2,613.34	4,848.58
110-53004	Software	79.69	15,302.83	28,000.00	12,697.17	45.35%	30,595.57	34,175.22
110-53006	Codification Services	0.00	299.87	3,250.00	2,950.13	90.77%	0.00	1,680.00
110-53010	Property and Liability Insurance	0.00	3,424.64	3,000.00	(424.64)	(14.15%)	6,895.28	6,919.43
110-53012	Legal Fees	12,400.00	34,548.24	75,000.00	40,451.76	53.94%	23,686.03	84,951.31
110-53015	Dues and Subscriptions	8.99	150.98	1,000.00	849.02	84.90%	133.00	3,596.00
110-53016	Public Notices/Dues	172.80	461.36	1,000.00	538.64	53.86%	465.50	980.45
110-53022	Training and Travel	632.56	7,886.30	14,000.00	6,113.70	43.67%	1,890.00	12,161.90
110-53030	Credit Card Charge	264.73	1,531.13	2,500.00	968.87	38.75%	1,213.14	3,122.91

110-53045 Lease and CAM Pmts - Town Hall	4,479.44	27,551.30	68,900.00	41,348.70	60.01%	30,380.87	58,186.49
110-53050 Careflite Services	0.00	1,524.00	2,400.00	876.00	36.50%	1,944.00	2,004.00
110-53055 City of Aubrey Library Fund	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,000.00
110-53080 Engineering Services	4,088.71	7,136.38	62,500.00	55,363.62	88.58%	38,320.85	17,476.15
110-53083 Professional Services	4,542.25	37,559.80	83,500.00	45,940.20	55.02%	7,186.47	64,825.01
110-53110 Utilities	440.02	2,409.84	6,750.00	4,340.16	64.30%	2,439.00	5,574.19
110-53225 Interlocal Fire	0.00	226,150.00	452,300.00	226,150.00	50.00%	226,150.00	452,300.00
110-53610 Election Expense	0.00	0.00	6,500.00	6,500.00	100.00%	0.00	4,604.13
110-53800 Sales Tax Overpmt 12/21 to 5/25 Payback	1,692.00	10,152.00	20,304.00	10,152.00	50.00%	6,768.00	16,920.00
Total Contractual Services	<u>30,750.75</u>	<u>381,317.55</u>	<u>867,904.00</u>	<u>486,586.45</u>	<u>56.06%</u>	<u>381,354.50</u>	<u>787,999.22</u>
Maintenance							
110-54010 Building Maintenance/Cleaning	0.00	10,677.70	6,000.00	(4,677.70)	(77.96%)	2,218.01	6,523.56
110-54020 Vehicles Maintenance	0.00	0.00	2,300.00	2,300.00	100.00%	667.12	4,543.53
Total Maintenance	<u>0.00</u>	<u>10,677.70</u>	<u>8,300.00</u>	<u>(2,377.70)</u>	<u>(28.65%)</u>	<u>2,885.13</u>	<u>11,067.09</u>
Capital Outlay							
110-58007 Capital Improvements	0.00	0.00	6,500.00	6,500.00	100.00%	4,654.91	21,892.21
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>6,500.00</u>	<u>6,500.00</u>	<u>100.00%</u>	<u>4,654.91</u>	<u>21,892.21</u>
Total Administration	<u>97,344.26</u>	<u>708,436.16</u>	<u>1,511,434.00</u>	<u>802,997.84</u>	<u>53.13%</u>	<u>658,597.81</u>	<u>1,358,401.56</u>
210-Municipal Court							
Personnel and Benefits							
210-51101 Payroll Expenses: Wages	800.00	4,300.00	9,500.00	5,200.00	54.74%	1,800.00	6,400.00
210-51215 Payroll Expenses: Taxes	61.20	328.95	741.00	412.05	55.61%	130.05	481.95
210-51230 Unemployment	2.50	4.30	14.25	9.95	69.82%	2.50	7.10
Total Personnel and Benefits	<u>863.70</u>	<u>4,633.25</u>	<u>10,255.25</u>	<u>5,622.00</u>	<u>54.82%</u>	<u>1,932.55</u>	<u>6,889.05</u>
Supplies							
210-52014 Office Supplies	(515.00)	958.41	2,750.00	1,791.59	65.15%	1,780.83	1,789.40
210-52020 Court Supplies	0.00	0.00	1,250.00	1,250.00	100.00%	220.00	970.00
210-52030 Postage	515.00	515.00	2,000.00	1,485.00	74.25%	232.00	1,169.14
210-52100 Minor Tools and Equipment	0.00	79.32	1,350.00	1,270.68	94.12%	665.86	1,052.84
Total Supplies	<u>0.00</u>	<u>1,552.73</u>	<u>7,350.00</u>	<u>5,797.27</u>	<u>78.87%</u>	<u>2,898.69</u>	<u>4,981.38</u>
Contractual Services							
210-53004 Software	0.00	336.00	0.00	(336.00)	0.00%	474.71	562.95
210-53015 Dues and Subscriptions	0.00	0.00	250.00	250.00	100.00%	13.00	88.00

210-53022 Training and Travel	0.00	0.00	500.00	500.00	100.00%	0.00	525.00
210-53075 Prosecutor	5,018.75	9,566.25	21,500.00	11,933.75	55.51%	5,050.00	18,007.29
210-53076 Jury	0.00	0.00	500.00	500.00	100.00%	0.00	0.00
210-53077 Interpreter	0.00	0.00	750.00	750.00	100.00%	0.00	200.00
210-53078 Arrest/Jail Fees	0.00	0.00	500.00	500.00	100.00%	0.00	0.00
Total Contractual Services	<u>5,018.75</u>	<u>9,902.25</u>	<u>24,000.00</u>	<u>14,097.75</u>	<u>58.74%</u>	<u>5,537.71</u>	<u>19,383.24</u>
Total Municipal Court	<u>5,882.45</u>	<u>16,088.23</u>	<u>41,605.25</u>	<u>25,517.02</u>	<u>61.33%</u>	<u>10,368.95</u>	<u>31,253.67</u>

~~310-Police~~ -----

Personnel and Benefits

310-51101 Payroll Expenses: Wages	89,593.20	387,549.43	932,100.00	544,550.57	58.42%	368,763.34	786,461.46
310-51102 Overtime	5,544.41	22,648.24	36,000.00	13,351.76	37.09%	9,694.49	32,807.61
310-51105 Longevity Pay	0.00	488.00	1,750.00	1,262.00	72.11%	400.00	400.00
310-51108 Incentive Pay	0.00	3,750.00	7,000.00	3,250.00	46.43%	0.00	0.00
310-51210 Payroll Expenses: Company Contributions: Retirement	7,867.89	32,842.11	74,568.00	41,725.89	55.96%	28,331.24	62,049.81
310-51215 Payroll Expenses: Taxes	7,278.01	31,704.28	72,300.00	40,595.72	56.15%	28,982.61	62,708.59
310-51216 Employee Health Benefits	8,304.28	45,314.18	105,300.00	59,985.82	56.97%	41,611.50	87,242.77
310-51220 Workers Compensation	0.00	34,060.53	39,000.00	4,939.47	12.67%	3,238.90	27,825.14
310-51230 Unemployment	82.37	89.15	4,150.00	4,060.85	97.85%	2,151.23	2,174.35
Total Personnel and Benefits	<u>118,670.16</u>	<u>558,445.92</u>	<u>1,272,168.00</u>	<u>713,722.08</u>	<u>56.10%</u>	<u>483,173.31</u>	<u>1,061,669.73</u>

Supplies

310-52005 Uniforms	1,063.82	1,009.33	10,000.00	8,990.67	89.91%	11,948.95	19,555.68
310-52010 Law Enforcement Supplies	736.89	1,363.40	5,000.00	3,636.60	72.73%	1,227.39	7,405.01
310-52014 Office Supplies	518.18	1,920.64	5,000.00	3,079.36	61.59%	2,291.51	5,595.16
310-52015 Evidence Supplies	459.61	459.61	2,000.00	1,540.39	77.02%	1,508.19	3,601.04
310-52030 Postage	51.74	807.46	1,300.00	492.54	37.89%	607.15	1,249.73
310-52050 Fuel	1,909.96	10,899.14	35,000.00	24,100.86	68.86%	11,496.14	36,118.06
310-52100 Minor Tools and Equipment	261.41	2,533.55	5,000.00	2,466.45	49.33%	2,520.44	7,873.72
Total Supplies	<u>5,001.61</u>	<u>18,993.13</u>	<u>63,300.00</u>	<u>44,306.87</u>	<u>70.00%</u>	<u>31,599.77</u>	<u>81,398.40</u>

Contractual Services

310-53004 Software	0.00	4,193.38	19,400.00	15,206.62	78.38%	1,371.92	1,371.92
310-53010 Property and Liability Insurance	0.00	9,462.74	10,000.00	537.26	5.37%	5,634.02	5,829.39
310-53012 Legal Fees	0.00	0.00	2,500.00	2,500.00	100.00%	206.25	1,718.75
310-53015 Dues and Subscriptions	500.00	750.00	1,500.00	750.00	50.00%	285.00	365.00
310-53022 Training and Travel	2,621.07	4,073.71	12,200.00	8,126.29	66.61%	2,236.71	7,761.18

310-53033 Community Events	12.49	451.68	5,000.00	4,548.32	90.97%	2,485.29	5,145.24
310-53081 Information Technology Services	790.00	5,028.96	20,500.00	15,471.04	75.47%	17,623.99	14,698.00
310-53083 Professional Services	1,732.60	5,992.50	13,500.00	7,507.50	55.61%	9,511.00	18,891.80
310-53091 Landscaping	0.00	11.99	5,000.00	4,988.01	99.76%	0.00	631.97
310-53110 Utilities	714.00	4,123.05	8,000.00	3,876.95	48.46%	3,289.11	9,568.52
310-53130 Telephone Mobile	655.62	3,933.03	10,000.00	6,066.97	60.67%	4,768.06	7,622.01
310-53210 Animal Control	1,295.00	7,625.00	14,700.00	7,075.00	48.13%	6,900.00	14,950.00
310-53230 County Public Safety Contracts	5,639.03	24,342.08	31,800.00	7,457.92	23.45%	18,471.75	32,053.99
Total Contractual Services	<u>13,959.81</u>	<u>69,988.12</u>	<u>154,100.00</u>	<u>84,111.88</u>	<u>54.58%</u>	<u>72,783.10</u>	<u>120,607.77</u>
<u>Maintenance</u>							
310-54010 Building Maintenance/Cleaning	777.50	13,556.16	21,000.00	7,443.84	35.45%	5,470.11	14,298.73
310-54020 Vehicles Maintenance	2,938.86	16,200.78	20,000.00	3,799.22	19.00%	7,798.51	21,768.40
Total Maintenance	<u>3,716.36</u>	<u>29,756.94</u>	<u>41,000.00</u>	<u>11,243.06</u>	<u>27.42%</u>	<u>13,268.62</u>	<u>36,067.13</u>
Total Police	<u>141,347.94</u>	<u>677,184.11</u>	<u>1,530,568.00</u>	<u>853,383.89</u>	<u>55.76%</u>	<u>600,824.80</u>	<u>1,299,743.03</u>
<u>.410-Parks & Recreation</u>							
<u>Contractual Services</u>							
410-53002 Advertising and Promotion	0.00	0.00	2,740.00	2,740.00	100.00%	0.00	0.00
410-53035 Park Events	569.03	1,459.53	10,500.00	9,040.47	86.10%	1,895.37	8,892.17
410-53110 Utilities	25.79	607.44	750.00	142.56	19.01%	311.85	847.57
Total Contractual Services	<u>594.82</u>	<u>2,066.97</u>	<u>13,990.00</u>	<u>11,923.03</u>	<u>85.23%</u>	<u>2,207.22</u>	<u>9,739.74</u>
<u>Maintenance</u>							
410-54030 Park Maintenance	0.00	3,038.31	18,000.00	14,961.69	83.12%	372.50	7,025.00
Total Maintenance	<u>0.00</u>	<u>3,038.31</u>	<u>18,000.00</u>	<u>14,961.69</u>	<u>83.12%</u>	<u>372.50</u>	<u>7,025.00</u>
Total Parks & Recreation	<u>594.82</u>	<u>5,105.28</u>	<u>31,990.00</u>	<u>26,884.72</u>	<u>84.04%</u>	<u>2,579.72</u>	<u>16,764.74</u>
<u>.510-Community Development</u>							
<u>Contractual Services</u>							
510-53084 Code Enforcement Services	0.00	200.00	2,000.00	1,800.00	90.00%	50.00	600.00
Total Contractual Services	<u>0.00</u>	<u>200.00</u>	<u>2,000.00</u>	<u>1,800.00</u>	<u>90.00%</u>	<u>50.00</u>	<u>600.00</u>
Total Community Development	<u>0.00</u>	<u>200.00</u>	<u>2,000.00</u>	<u>1,800.00</u>	<u>90.00%</u>	<u>50.00</u>	<u>600.00</u>
<u>.520-Inspection</u>							
<u>Contractual Services</u>							
520-53080 Engineering Inspection Services	298.56	4,807.86	0.00	(4,807.86)	0.00%	0.00	10,449.29
520-53085 Res & Com Building Review & Inspection	0.00	490.00	6,500.00	6,010.00	92.46%	350.00	8,800.00

Insp							
520-53090 Sanitation Services	0.00	4,630.00	15,000.00	10,370.00	69.13%	6,230.00	15,460.00
520-53095 Fire Inspection Services	0.00	3,450.00	0.00	(3,450.00)	0.00%	0.00	0.00
Total Contractual Services	<u>298.56</u>	<u>13,377.86</u>	<u>21,500.00</u>	<u>8,122.14</u>	<u>37.78%</u>	<u>6,580.00</u>	<u>34,709.29</u>
Total Inspection	<u>298.56</u>	<u>13,377.86</u>	<u>21,500.00</u>	<u>8,122.14</u>	<u>37.78%</u>	<u>6,580.00</u>	<u>34,709.29</u>
<u>.610-Public Works</u>							
<u>Contractual Services</u>							
610-53060 Street Materials and Signs	0.00	1,292.47	8,000.00	6,707.53	83.84%	955.32	11,642.88
610-53065 Mowing and ROW Cleanup	6,330.92	21,831.02	38,500.00	16,668.98	43.30%	7,342.48	29,468.80
610-53070 Street Contract/Repairs	44,967.60	44,967.60	50,000.00	5,032.40	10.06%	0.00	47,381.66
610-53110 Utilities	189.71	1,125.59	2,600.00	1,474.41	56.71%	1,037.84	2,360.41
Total Contractual Services	<u>51,488.23</u>	<u>69,216.68</u>	<u>99,100.00</u>	<u>29,883.32</u>	<u>30.15%</u>	<u>9,335.64</u>	<u>90,853.75</u>
Total Public Works	<u>51,488.23</u>	<u>69,216.68</u>	<u>99,100.00</u>	<u>29,883.32</u>	<u>30.15%</u>	<u>9,335.64</u>	<u>90,853.75</u>
<u>.710-Transfers Out</u>							
<u>Capital Outlay</u>							
710-59100 Transfers Out	30,086.57	219,424.97	0.00	(219,424.97)	0.00%	(6,972.42)	1,742,979.53
Total Capital Outlay	<u>30,086.57</u>	<u>219,424.97</u>	<u>0.00</u>	<u>(219,424.97)</u>	<u>0.00%</u>	<u>(6,972.42)</u>	<u>1,742,979.53</u>
Total Transfers Out	<u>30,086.57</u>	<u>219,424.97</u>	<u>0.00</u>	<u>(219,424.97)</u>	<u>0.00%</u>	<u>(6,972.42)</u>	<u>1,742,979.53</u>
Total Expense	<u>327,042.83</u>	<u>1,709,033.29</u>	<u>3,238,197.25</u>	<u>1,529,163.96</u>	<u>47.22%</u>	<u>1,281,364.50</u>	<u>4,575,305.57</u>

Town of Cross Roads
 Transaction Detail Report
 3/1/2023 - 3/31/2023

4/11/2023 12:11 PM

100 - General

Account 100-110-51216

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/20/2023	3/20/2023	LTD - 6 Admin / 9 CRPD and 1 catchup CRPD for prior month - Admin	Metlife	LTD - pay Metlife ii 11440		148.40	0.00	148.40
Total						<u>148.40</u>	<u>0.00</u>	

100 - General

Account 100-110-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/7/2023	3/7/2023	Pens, copy paper, trash bags, hand soap, legal pad	Amazon Capital Services	charges in Februar 11409		93.87	0.00	93.87
Total						<u>93.87</u>	<u>0.00</u>	

100 - General

Account 100-110-52100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	CRPD Inv 018317836 / Town Inv 018317839 - printers - Town cust 726102197	Xerox Corporation	018317836 / 0183 11413		361.78	0.00	361.78
Total						<u>361.78</u>	<u>0.00</u>	

100 - General

Account 100-110-53002

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Mail March 2023 Newsletter - Qty 803	IMPress Graphics	96064	11419	430.79	0.00	430.79
3/14/2023	3/14/2023	Print March 2023 Newsletter - Qty 820	IMPress Graphics	96063	11427	883.98	0.00	1,314.77
3/21/2023	3/21/2023	Qty 2 - Council gift	Roadrunner Traffic Supply Inc	45204	11443	107.60	0.00	1,422.37
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Vistaprint, Signature Pins, Nametagwizard	Point Bank	Point Bank CC chg: 11452		527.19	0.00	1,949.56
Total						<u>1,949.56</u>	<u>0.00</u>	

100 - General

Account 100-110-53004

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/21/2023	3/21/2023	Services 06/2022 to 01/2023 G/L/ Fund Bal/ Acct setup - Eddie Peacock email asks us to take credit that he overchg'd on 01-18-22 line item Inv 1549	Eddie Peacock PLLC	EPPLLC-1775	11441	0.00	412.50	(412.50)

3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Mailchimp, Docusign, Zoom	Point Bank	Point Bank CC chg: 11452	492.19	0.00	79.69
					Total	<u>492.19</u>	<u>412.50</u>

100 - General Account 100-110-53012

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/1/2023	3/1/2023	Stmnt to 02/27/2023 - Short Term Rentals	Boyle & Lowry, L.L.P.	Stmnt thru 02/27/2	11408	687.50	0.00	687.50
3/1/2023	3/1/2023	Stmnt to 02/27/2023 - General Legal	Boyle & Lowry, L.L.P.	Stmnt thru 02/27/2	11408	825.00	0.00	1,512.50
3/1/2023	3/1/2023	Stmnt to 02/27/2023 - Litigation - Edland-Legal	Boyle & Lowry, L.L.P.	Stmnt thru 02/27/2	11408	23.75	0.00	1,536.25
3/29/2023	3/29/2023	Legal fees to 3/28/2023 - Lovett	Boyle & Lowry, L.L.P.	Stmnt to 3/28/2023	11459	1,845.00	0.00	3,381.25
3/29/2023	3/29/2023	Legal fees to 3/28/2023 - Edland Lawsuit	Boyle & Lowry, L.L.P.	Stmnt to 3/28/2023	11459	7,300.00	0.00	10,681.25
3/29/2023	3/29/2023	Legal fees to 3/28/2023 - Short Term Rentals	Boyle & Lowry, L.L.P.	Stmnt to 3/28/2023	11459	481.25	0.00	11,162.50
3/29/2023	3/29/2023	Legal fees to 3/28/2023 - General	Boyle & Lowry, L.L.P.	Stmnt to 3/28/2023	11459	1,237.50	0.00	12,400.00
					Total	<u>12,400.00</u>	<u>0.00</u>	

100 - General Account 100-110-53015

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Denton Rcd Chronicle	Point Bank	Point Bank CC chg: 11452		8.99	0.00	8.99
					Total	<u>8.99</u>	<u>0.00</u>	

100 - General Account 100-110-53016

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/14/2023	3/14/2023	Various legal notices - Qty 3 / Notice to Vendors Qty 2 - Notice to vendor 02-19-23 and 02-26-23	Denton Record-Chronicle	223635	11426	64.50	0.00	64.50
3/14/2023	3/14/2023	Various legal notices - Qty 3 / Notice to Vendors Qty 2 - 02-19-23 legal notice	Denton Record-Chronicle	223635	11426	108.30	0.00	172.80
					Total	<u>172.80</u>	<u>0.00</u>	

100 - General Account 100-110-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Natl Autograph, Chegg, Prairie House	Point Bank	Point Bank CC chg: 11452		632.56	0.00	632.56
					Total	<u>632.56</u>	<u>0.00</u>	

100 - General

Account 100-110-53030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/9/2023	3/9/2023	Paypal to 03-08-2023 Total sales \$2142.20 Fees \$75.43 net from Paypal \$2066.77				75.43	0.00	75.43
3/15/2023	3/15/2023	Paypal to 03-15-2023 Total sales \$1612.00 Fees \$57.17 net from Paypal \$1554.83				57.17	0.00	132.60
3/23/2023	3/23/2023	Paypal to 03-22-2023 Total sales \$2558.40 Fees \$90.44 net from Paypal \$2467.96				90.44	0.00	223.04
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Denton Rcd Ctr CC fee	Point Bank		Point Bank CC chg: 11452	4.00	0.00	227.04
3/29/2023	3/29/2023	Paypal to 03-28-2023 Total sales \$1055.60 Fees \$37.69 net from Paypal \$1017.91				37.69	0.00	264.73
Total						<u>264.73</u>	<u>0.00</u>	

100 - General

Account 100-110-53045

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/21/2023	3/21/2023	April 2023 Rent - Inv 2124 - invoice credit for cleaning fee	West Crossroads LTD	2124	11444	0.00	800.00	(800.00)
3/21/2023	3/21/2023	April 2023 Rent - Inv 2124 - town hall op'g exp	West Crossroads LTD	2124	11444	1,831.94	0.00	1,031.94
3/21/2023	3/21/2023	April 2023 Rent - Inv 2124 - Lease and cam town hall rent	West Crossroads LTD	2124	11444	3,447.50	0.00	4,479.44
Total						<u>5,279.44</u>	<u>800.00</u>	

100 - General

Account 100-110-53080

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/14/2023	3/14/2023	Half services to 02/28/2023 - Engineering services and various Developer chgs passed onto Dev	Half Associates, Inc.	10091494	11429	4,088.71	0.00	4,088.71
Total						<u>4,088.71</u>	<u>0.00</u>	

100 - General

Account 100-110-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	PC, Cloud, IT, Service call - March 2023 for CRPD and Admin and Court - IT - Admin	Local Circuit	4051	11418	262.00	0.00	262.00
3/8/2023	3/8/2023	PC, Cloud, IT, Service call - March 2023 for CRPD and Admin and Court - Admin	Local Circuit	4051	11418	164.00	0.00	426.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	750.00	0.00	1,176.00

3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	750.00	0.00	1,926.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	750.00	0.00	2,676.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	250.00	0.00	2,926.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	500.00	0.00	3,426.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	250.00	0.00	3,676.00
3/14/2023	3/14/2023	Overview/ Topo Map / Community & Recl Economics Devel / Land Use Plan	Mundo and Associates Inc.	03-09-2022	11428	210.00	0.00	3,886.00
3/21/2023	3/21/2023	Services 06/2022 to 01/2023 G/L/ Fund Bal/ Acct setup	Eddie Peacock PLLC	EPPLLC-1775	11441	656.25	0.00	4,542.25
Total						<u>4,542.25</u>	<u>0.00</u>	

100 - General Account 100-110-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Town and CRPD phones Feb 2023 - Town 60% / CRPD 40% - Town	Intermedia Inc.	2303119010	11417	253.03	0.00	253.03
3/14/2023	3/14/2023	Town Hall internet service to 04/05/2023	AT&T	to 04-05-23 Town	11425	145.16	0.00	398.19
3/22/2023	3/22/2023	Phones & Hot Spot service to 03/07/23 Admin and CRPD - Admin	AT&T Mobility	287310473254X03	11445	41.83	0.00	440.02
Total						<u>440.02</u>	<u>0.00</u>	

100 - General Account 100-110-53800

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/10/2023	4/3/2023	Record 100-40100 Rev with Sales Tax Overpmt Payback - 03/2023 Rev and Payback				1,692.00	0.00	1,692.00
Total						<u>1,692.00</u>	<u>0.00</u>	

100 - General Account 100-110-54010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/9/2023	3/9/2023	CRPD / Court / Town Hall count of each service thru 3-09-2023 - Town Hall Qty 2 \$175.50 each service	Maid Up Cleaners LLC	CRPD / Court / Tow	11424	351.00	0.00	351.00

3/9/2023	3/9/2023	CRPD / Court / Town Hall count of each service thru 3-09-2023 - Court Chambers Qty 1 \$50 each service	Maid Up Cleaners LLC	CRPD / Court / Tov 11424		50.00	0.00	401.00
3/9/2023	3/9/2023	*VOID* Cleaning prepay for month March 2023-Town \$175.50 5 visits/CRPD \$150 4 visits/Court \$50 2 visits - Inv 337	Maid Up Cleaners LLC	338 Town and 337 11406		0.00	100.00	301.00
3/9/2023	3/9/2023	*VOID* Cleaning prepay for month March 2023-Town \$175.50 5 visits/CRPD \$150 4 visits/Court \$50 2 visits - Inv 338	Maid Up Cleaners LLC	338 Town and 337 11406		0.00	877.50	(576.50)
3/15/2023	3/15/2023	Cleaning service to 3/16/2023: CRPD Qty 1 / Town Hall Qty 1 - Town Hall service thru 3/16/2023 \$175.50 each	Maid Up Cleaners LLC	Cleaning to 3/16/2 11431		175.50	0.00	(401.00)
3/21/2023	3/21/2023	Cleaning service thru 3/23/23 CRPD and Town Hall - Town Hall Wednesday Qty 1	Maid Up Cleaners LLC	cleaning to wk end 11442		175.50	0.00	(225.50)
3/29/2023	3/29/2023	CRPD \$150 on 3/28/23 / Court \$50 on 3/28/23 / Town Hall \$175.50 on 3/29/2023 - Cleanings - Town Hall	Maid Up Cleaners LLC	Cleaning to 3/30/2 11460		175.50	0.00	(50.00)
3/29/2023	3/29/2023	CRPD \$150 on 3/28/23 / Court \$50 on 3/28/23 / Town Hall \$175.50 on 3/29/2023 - Cleanings - Court Chambers	Maid Up Cleaners LLC	Cleaning to 3/30/2 11460		50.00	0.00	0.00
Total						<u>977.50</u>	<u>977.50</u>	

100 - General

Account 100-210-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/21/2023	3/21/2023	Crctn to acct Court Postage 2/8/23 and 10/6/22 entries s/be 100-210-52030 : 2/8/23				0.00	185.00	(185.00)
3/21/2023	3/21/2023	Crctn to acct Court Postage 2/8/23 and 10/6/22 entries s/be 100-210-52030 : 10/6/22				0.00	330.00	(515.00)
Total						<u>0.00</u>	<u>515.00</u>	

100 - General

Account 100-210-52030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/21/2023	3/21/2023	Crctn to acct Court Postage 2/8/23 and 10/6/22 entries s/be 100-210-52030 : 2/8/23				185.00	0.00	185.00

3/21/2023	3/21/2023	Crctn to acct Court Postage 2/8/23 and 10/6/22 entries s/be 100-210-52030 : 10/6/22			330.00	0.00	515.00
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Total					<u>515.00</u>	<u>0.00</u>	
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100 - General Account 100-210-53075

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/1/2023	3/1/2023	Stmnt to 02/27/2023 - Court	Boyle & Lowry, L.L.P.	Stmnt thru 02/27/2	11408	3,743.75	0.00	3,743.75
3/29/2023	3/29/2023	Legal fees to 3/28/2023 - Court	Boyle & Lowry, L.L.P.	Stmnt to 3/28/2023	11459	1,275.00	0.00	5,018.75
Total						<u>5,018.75</u>	<u>0.00</u>	

100 - General Account 100-310-51216

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/20/2023	3/20/2023	catch up pmt March - Robert Wilson - CRPD ER share	Blue Cross Blue Shield	catch up pmt Marc	11439	707.40	0.00	707.40
3/20/2023	3/20/2023	LTD - 6 Admin / 9 CRPD and 1 catchup CRPD for prior month - CRPD	Metlife	LTD - pay Metlife ii	11440	247.32	0.00	954.72
Total						<u>954.72</u>	<u>0.00</u>	

100 - General Account 100-310-52005

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Radio Holder - Qty 1 - Inv 023740786	Galls LLC	23740786	11421	52.00	0.00	52.00
3/22/2023	3/22/2023	Tactical Pant - Qty 2	Galls LLC	023870722	11446	199.98	0.00	251.98
3/22/2023	3/22/2023	Women Tactical pant-Qty 1 / Women Supershirt-Qty 1 : shirt	Galls LLC	23901939	11449	84.99	0.00	336.97
3/22/2023	3/22/2023	Women Tactical pant-Qty 1 / Women Supershirt-Qty 1 : pant	Galls LLC	23901939	11449	88.00	0.00	424.97
3/29/2023	3/29/2023	23926840-Shirt-Qty 2 Pant Qty 2 Belt Qty1 23954219-Shirt-Qty 4 - Inv 23954219	Galls LLC	23926840 / 23954	11457	269.25	0.00	694.22
3/29/2023	3/29/2023	23926840-Shirt-Qty 2 Pant Qty 2 Belt Qty1 23954219-Shirt-Qty 4 - Inv 23926840	Galls LLC	23926840 / 23954	11457	352.00	0.00	1,046.22
3/29/2023	3/29/2023	ID cards for Haley Holbert	The Police and Sheriffs Press	175500	11458	17.60	0.00	1,063.82
Total						<u>1,063.82</u>	<u>0.00</u>	

100 - General Account 100-310-52010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Schuyler signs, Wal Mart	Point Bank	Point Bank CC chg:	11452	36.44	0.00	36.44
3/29/2023	3/29/2023	Customer 69450-Inv 30590586 Qty 5 - Lumen Weapon Light	Defense Solutions Group	30590586	11456	700.45	0.00	736.89
Total						<u>736.89</u>	<u>0.00</u>	

100 - General**Account 100-310-52014**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/7/2023	3/7/2023	Invoices dated February 2023 - Rug rubber backing, copy paper, toner, file folders, cable, battery	Amazon Capital Services	charges in Februar	11409	326.88	0.00	326.88
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Wal Mart	Point Bank	Point Bank CC chg:	11452	191.30	0.00	518.18
Total						518.18	0.00	

100 - General**Account 100-310-52015**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Dash Medical, Sirchie	Point Bank	Point Bank CC chg:	11452	459.61	0.00	459.61
Total						459.61	0.00	

100 - General**Account 100-310-52030**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 USPS, UPS	Point Bank	Point Bank CC chg:	11452	51.74	0.00	51.74
Total						51.74	0.00	

100 - General**Account 100-310-52050**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	CRPD fuel charges Feb 2023 - Wex Bank	WEX Bank	charges in Februar	11416	1,909.96	0.00	1,909.96
Total						1,909.96	0.00	

100 - General**Account 100-310-52100**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	CRPD Inv 018317836 / Town Inv 018317839 - printers - CRPD cust 101342699	Xerox Corporation	018317836 / 0183	11413	223.96	0.00	223.96
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Atwood	Point Bank	Point Bank CC chg:	11452	37.45	0.00	261.41
Total						261.41	0.00	

100 - General**Account 100-310-53015**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Texas Police Chiefs, Center for America	Point Bank	Point Bank CC chg:	11452	500.00	0.00	500.00
Total						500.00	0.00	

100 - General**Account 100-310-53022**

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
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3/22/2023	3/22/2023	Reimbmt for meal paid for class instruction training class 3-21-2023	Kris Tyler	Reimb Rudy's 03-211447		91.98	0.00	91.98
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Hilton, Texas Police Chiefs, LLRMI, Center for America	Point Bank	Point Bank CC chg: 11452		2,529.09	0.00	2,621.07
Total						<u>2,621.07</u>	<u>0.00</u>	

100 - General Account 100-310-53033

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Dunkin Donuts	Point Bank	Point Bank CC chg: 11452		12.49	0.00	12.49
Total						<u>12.49</u>	<u>0.00</u>	

100 - General Account 100-310-53081

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	PC, Cloud, IT, Service call - March 2023 for CRPD and Admin and Court - CRPD	Local Circuit	4051	11418	690.00	0.00	690.00
3/8/2023	3/8/2023	PC, Cloud, IT, Service call - March 2023 for CRPD and Admin and Court - CRPD service call	Local Circuit	4051	11418	100.00	0.00	790.00
Total						<u>790.00</u>	<u>0.00</u>	

100 - General Account 100-310-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Computer search service - month of Feb 2023	Transunion Risk and Alternative Data Solutions Inc	6265812-202302-	11423	75.00	0.00	75.00
3/15/2023	3/15/2023	TPCAF Accreditation Program - 1st year fee due annually - required to begin internal review of policies, procedures, equipment, etc.	TPCA Accreditation Program	1st year fee to beg	11433	420.00	0.00	495.00
3/15/2023	3/15/2023	Tests during dates 8/17/22 to 3/8/23 - Qty 4 \$100 each : Dewberry, Wilson, Flanagan, Holbert	Polygraph Science Ctr - IOM Inc	235	11432	400.00	0.00	895.00
3/22/2023	3/22/2023	Background Investigation-Haley Holbert plus expenses - addtnl expenses	Wayne Eichel	003-CRPD-2023 0(11448	27.39	0.00	922.39
3/22/2023	3/22/2023	Background Investigation-Haley Holbert plus expenses - services	Wayne Eichel	003-CRPD-2023 0(11448	500.00	0.00	1,422.39
3/22/2023	3/22/2023	Psyche test for applicant: Haley Holbert	Pro Wellness Services PLLC	3152023-CRPD	11450	300.00	0.00	1,722.39
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Identogo	Point Bank	Point Bank CC chg: 11452		10.21	0.00	1,732.60
Total						<u>1,732.60</u>	<u>0.00</u>	

100 - General

Account 100-310-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023 - CRPD	CoServ	Elec - various serv	11414	368.36	0.00	368.36
3/8/2023	3/8/2023	Town and CRPD phones Feb 2023 - Town 60% / CRPD 40% - CRPD	Intermedia Inc.	2303119010	11417	168.69	0.00	537.05
3/15/2023	3/15/2023	CRPD Internet to 2/20/2023	ACC Business	230590465	11430	176.95	0.00	714.00
Total						714.00	0.00	

100 - General

Account 100-310-53130

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/22/2023	3/22/2023	Phones & Hot Spot service to 03/07/23 Admin and CRPD - CRPD	AT&T Mobility	287310473254X03	11445	655.62	0.00	655.62
Total						655.62	0.00	

100 - General

Account 100-310-53210

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Animal Control - February 2023 services	All American Dogs	5048	11410	1,295.00	0.00	1,295.00
Total						1,295.00	0.00	

100 - General

Account 100-310-53230

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/15/2023	3/15/2023	Dispatch Fees - Pmt 3 of 4 - Sheriff's office communications agreement	Denton County	due 4-5-2023	11434	5,639.03	0.00	5,639.03
Total						5,639.03	0.00	

100 - General

Account 100-310-54010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	CRPD office - replace aerobic septic water pump - inv 11007	NTW Service Co	11007	11422	600.00	0.00	600.00
3/9/2023	3/9/2023	CRPD / Court / Town Hall count of each service thru 3-09-2023 - CRPD	Maid Up Cleaners LLC	CRPD / Court / Tov	11424	150.00	0.00	750.00
3/9/2023	3/9/2023	Qty 1 \$150 each service *VOID* Cleaning prepay for month March 2023-Town \$175.50 5 visits/CRPD \$150 4 visits/Court \$50 2 visits - Inv 337	Maid Up Cleaners LLC	338 Town and 337	11406	0.00	600.00	150.00

3/15/2023	3/15/2023	Cleaning service to 3/16/2023: CRPD Qty 1 / Town Hall Qty 1 - service thru 3/16/2023 CRPD \$150 each	Maid Up Cleaners LLC	Cleaning to 3/16/2 11431		150.00	0.00	300.00
3/21/2023	3/21/2023	Cleaning service thru 3/23/23 CRPD and Town Hall - CRPD Tuesday Qty 1	Maid Up Cleaners LLC	cleaning to wk end 11442		150.00	0.00	450.00
3/29/2023	3/29/2023	Plumbing service - 1.5 hours Labor - Men's toilet	CMS Mechanical Services Inc	95145 11455		177.50	0.00	627.50
3/29/2023	3/29/2023	CRPD \$150 on 3/28/23 / Court \$50 on 3/28/23 / Town Hall \$175.50 on 3/29/2023 - Cleanings - CRPD	Maid Up Cleaners LLC	Cleaning to 3/30/2 11460		150.00	0.00	777.50
Total						<u>1,377.50</u>	<u>600.00</u>	

100 - General

Account 100-310-54020

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/7/2023	3/7/2023	Invoices dated February 2023 - Cabin air filters	Amazon Capital Services	charges in Februar	11409	59.95	0.00	59.95
3/8/2023	3/8/2023	Electrical system \$28.50 A-C repair \$49.99 - Inv 46999968	BS Retail Operations LLC	46877472	46999 11411	49.99	0.00	109.94
3/8/2023	3/8/2023	Electrical system \$28.50 A-C repair \$49.99 - Inv 46877472	BS Retail Operations LLC	46877472	46999 11411	28.50	0.00	138.44
3/8/2023	3/8/2023	2018 Chev Tahoe: Recharge A/C system, Condensor, Transmission work	Providence Automotive LLC	6126	11415	1,650.94	0.00	1,789.38
3/8/2023	3/8/2023	invoice for 2016 Chev Tahoe - 2 tires	The Reinalt-Thomas Corp.	Acct 53186-Feb 20	11420	390.00	0.00	2,179.38
3/22/2023	3/22/2023	Oil change - 2018 Chev - Inv 6323 and Collant Leak repair - 2018 Chev - Inv 6343 : Inv 6343	Providence Automotive LLC	6323 / 6343	11451	159.00	0.00	2,338.38
3/22/2023	3/22/2023	Oil change - 2018 Chev - Inv 6323 and Collant Leak repair - 2018 Chev - Inv 6343 : Inv 6323	Providence Automotive LLC	6323 / 6343	11451	89.96	0.00	2,428.34
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 Autozone, Tractor Supply, The Wash Rack	Point Bank	Point Bank CC chg:	11452	510.52	0.00	2,938.86
Total						<u>2,938.86</u>	<u>0.00</u>	

100 - General

Account 100-410-53035

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/20/2023	3/20/2023	3/15/23 to 4/11/23 - 4 week rental	Texas Johns	154426	11438	89.25	0.00	89.25
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 OTC Brands	Point Bank	Point Bank CC chg:	11452	479.78	0.00	569.03
Total						<u>569.03</u>	<u>0.00</u>	

100 - General

Account 100-410-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023 - Parks Dept	CoServ	Elec - various serv	11414	25.79	0.00	25.79
Total						<u>25.79</u>	<u>0.00</u>	

100 - General Account 100-520-53080

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/14/2023	3/14/2023	Half services to 02/28/2023 - Engineering services and various Developer chgs passed onto Dev	Half Associates, Inc.	10091494	11429	298.56	0.00	298.56
Total						<u>298.56</u>	<u>0.00</u>	

100 - General Account 100-610-53065

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	2 week period to 02/24/2023 - 40 hours	Billy Joe Lerma	Feb 13 to Feb 24,	11412	1,800.00	0.00	1,800.00
3/15/2023	3/15/2023	2 week period - contract labor payment - 2/25/23 to 3/10/23	Billy Joe Lerma	Contract to 3/10/2	11435	1,800.00	0.00	3,600.00
3/28/2023	3/28/2023	Point Bank CC chgs to 3-22-2023 \$7164.98 COD Landfill, Lowes	Point Bank	Point Bank CC chg:	11452	630.92	0.00	4,230.92
3/28/2023	3/28/2023	2 week period - contract labor payment - After hours storm pick- up - 4 hands - 4 hours 3/02/2023	Billy Joe Lerma	2 week period - co	11453	300.00	0.00	4,530.92
3/28/2023	3/28/2023	2 week period - contract labor payment - 3/11/23 to 3/24/23 - 40 hours	Billy Joe Lerma	2 week period - co	11453	1,800.00	0.00	6,330.92
Total						<u>6,330.92</u>	<u>0.00</u>	

100 - General Account 100-610-53070

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/16/2023	3/16/2023	90% pmt until completion of project- Total \$49964 - pmt \$44967.60	Quality Excavation LLC	Repairs thru 2/28/	11437	44,967.60	0.00	44,967.60
Total						<u>44,967.60</u>	<u>0.00</u>	

100 - General Account 100-610-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023	CoServ	Elec - various serv	11414	32.26	0.00	32.26
3/8/2023	3/8/2023	Fishtrap lights Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023 FM 424 lights	CoServ	Elec - various serv	11414	16.13	0.00	48.39

3/8/2023	3/8/2023	Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023 Wal Mart lights	CoServ	Elec - various serv 11414	16.13	0.00	64.52
3/8/2023	3/8/2023	Elec - acct 2762 2764 2765 2766 2767 2769 - service to 03/01/2023 - Griffin Lights	CoServ	Elec - various serv 11414	12.28	0.00	76.80
3/15/2023	3/15/2023	Naylor Rd lights-service to 03/07/2023 electric	CoServ	Service to 3-07-20 11436	112.91	0.00	189.71
Total					<u>189.71</u>	<u>0.00</u>	

100 - General

Account 100-710-59100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
3/8/2023	3/8/2023	Brenda Sanchez reimb Town for CC charge- housing portion to Tx Munic Court \$100				0.00	100.00	(100.00)
3/15/2023	3/15/2023	Trsf Out debit - 14.29% of \$\$ credited to 100-40100 Sept / 2022 to 100-40100 Revenue moved to 370-10054 Bk acct xxx8122				30,186.57	0.00	30,086.57
Total						<u>30,186.57</u>	<u>100.00</u>	



**MINUTES OF TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
MONDAY, MARCH 20, 2023 at 6:00 P.M.**

LOCATION:

**IN PERSON at 1401 FM 424, CROSS ROADS, TEXAS 76227
VIRTUALLY via Zoom Meeting**

1. **Called to order at 6:00 P.M.**
2. **Roll Call: Mayor Tompkins; Council Members Neubauer, Meek, and King. White-Stevens was absent.**

A moment of silence was held for the late Council Member Greg Gaalema.

3. **Presentation by CoServ. Representatives from CoServ presented Chief Short and the Cross Roads Police Department a \$5,000.00 check for the purchase of automated external defibrillators.**
4. **Presentation by Salvation Army. Representatives from Salvation Army presented Mayor Tompkins with a certificate of appreciation for participation in the 2022 Mayors Red Kettle Challenge.**
5. **Invocation – Jeff Kosack led the invocation.**
6. **Pledge of Allegiance – Donna Butler led the pledge.**
7. **Citizens Input (Items on the agenda and not on the agenda).**
 - **Cynthia Allen made a request to Council for the allowance of short-term rentals.**
 - **Bill Snyder made a request to Council for C-1 zoning on his properties on US 380.**
 - **Sylvia Phillips expressed concern to Council regarding the 2009 and 2017 zoning amendments.**
 - **Steven Killfoil announced a podcast he created as a means of communication to citizens of Cross Roads.**
8. **Council Members' announcements and updates.**
 - **Council Member King gave a brief remembrance of late Council Member Gaalema with appreciation for his service and commitment to no municipal property tax; he announced the Eggstravaganza event and thanked the Town's first responders.**
9. **Mayor's Announcements and updates.**
 - **Mayor Tompkins spoke of his friendship to and service with late Council Member Gaalema, adding that Gaalema was passionate and dedicated to overseeing the Town's finances.**
 - **Announcements were pre-construction meeting for Mill Creek Road rehabilitation, Spring Eggstravaganza and Spring Clean Up, encouragement to vote at the General Election on May 6th, and Town Hall closure on April 7th for Good Friday.**

10. Updates; Discussion of Same.
 - a. Town Administrator Announcements and Updates, including financial, development and permit reports – **Kristi Gilbert stated the recent storm resulted in significant amount of limbs to be cleaned up and disposed; pot hole repairs continue; Dutch Bros. and Site Pro Rentals are under construction, and Walmart’s remodel is under review. She began the financial review with appreciation to the late Gaalema for his passionate dedication to the Town’s finances. February income remained high from sales tax and franchise fees.**
 - b. Law Enforcement – **Chief Shaun Short presented the PD’s February review.**
 - c. Fire Department – **John Bailey, Little Elm Fire Division Chief of Administration presented the February fire department review.**
 - d. Committee Reports – MDD, Parks, Connectivity, Historical, Road
 - **Town Administrator Kristi Gilbert stated the MDD has stopped discussions on the mobile phone app and meeting with businesses will be on their next agenda.**
 - **Paula Paus, Chairperson of Parks and Recreation stated the gopher and mole traps have been removed from the park, and gave details of the upcoming Eggstravaganza event.**

CONSENT AGENDA

11. Consider approval of meeting minutes:
 - a. January 27-29, 2023 Council Retreat Minutes
 - b. February 13, 2023 Council Meeting Minutes
12. Consider approval of the February Financials.
13. Consider approval of a preliminary plat application for property located just east of 10 Mesquite Ridge, within the Town of Cross Roads. (2022-1107-03PPLAT)
14. Consider approval of a final plat application for property locate at 2201 Tipps Road, within the Town of Cross Roads. (2023-0206-03FPLAT)
15. Consider approval of a resolution approving continuation of the Town’s membership in Atmos Steering Committee (ACSC).
16. Consider approval of a contract for Environmental Services, to include health and food inspections, with John Glover and authorize the Mayor to execute a Professional Services Agreement.
17. Consider approval of a resolution authorizing the Town to participate in the Texas Comptroller of Public Accounts Cooperative Purchasing Program Texas Smart Buy and authorizing the Mayor to execute all associated documents.
18. Consider approval of a resolution appointing a member to fill a vacancy on the Cross Roads Parks and Recreation Board.

**Motion to approve the Consent Agenda made by Meek;
Second by Neubauer;
Passed unanimously.**

REGULAR SESSION

19. CONDUCT A PUBLIC HEARING, discuss and consider a recommendation from the Planning and Zoning Commission on an application by JSPB Team LLC, et al. to amend the future land use map from C-2 Commercial to C-1 Commercial for Presidio @ 3-Eighty Phase One generally located at 8700 US 380 to allow for the continued operation of medical and professional offices. (2023-0214-01FLUP)

Mayor Tompkins opened the Public Hearings for Items 19 and 20 at 6:56 P.M.

- Dr. Joe Smith, owner and applicant, spoke and was available for questions.

Mayor Tompkins closed the Public Hearings at 6:58 P.M.

Motion to approve amending Future Land Use Map and changing zoning from C-2 to C-1 at 8700 US 380 (Items 19 and 20) made by Neubauer;

Second by King;

Meek voted no;

Passed 2 to 1.

20. CONDUCT A PUBLIC HEARING, discuss and consider a recommendation from the Planning and Zoning Commission on an application by JSPB Team LLC, et al. to change the zoning from C-2 Commercial to C-1 Commercial for Presidio @ 3-Eighty Phase One, generally located at 8700 US 380 to allow for the continued operation of medical and professional offices. (2023-0214-02ZC)

Approved by Motion above.

21. CONDUCT A PUBLIC HEARING, discuss and consider a recommendation from the Planning and Zoning Commission on the adoption of the 2035 Comprehensive Plan including the Future Land Use Plan and Thoroughfare Plan.

Mayor Tompkins opened the Public Hearing at 6:59 P.M.

- No one spoke for or against.
- Council discussed options presented.

Mayor Tompkins closed the Public Hearing at 7:04 P.M.

Motion to approve Option 2 of the 2035 Comprehensive Plan made by Meek;

(Option 2 places all the of SW corner properties (989239, 229287, 989238, 989237) in future land use category commerce. The business services in Cross Roads would be the SE corner of Mosely and SH 380 plus properties along the new east/west road.)

Second by Neubauer;

Passed unanimously.

22. Discuss and consider a request by the Parks and Recreation Board to allocate \$5,500 from the Parks Capital Improvement Fund for the purchase and installation of fans in the Park Pavilion.
- Motion to approve allocation of \$5,500.00 from the Parks Capital Improvement Fund for the purchase and installation of fans in the Park Pavilion made by Meek;**
- Second by Neubauer;**
- Passed unanimously.**

23. Discuss and consider authorizing a proposal with Valley View Consulting, LLC to solicit bank depository services on behalf of the Town of Cross Roads.
Motion to authorize Valley View Consulting, LLC to solicit bank depository services made by King;
Second by Meek;
Passed unanimously.
24. Discuss and consider methods for alleviating traffic concerns along certain roadways in Town.
Motion to install stop signs at Historic Bridge and various no parking signs and three-way stop signs made by Meek;
Second by Neubauer;
Passed unanimously.

EXECUTIVE SESSION

Convened into Executive Session at 7:25 P.M.

25. The Town Council will convene into Executive Session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
- a. Section 551.071 Consultation with Attorney - Contemplated or Pending litigation James Edland v. Town of Cross Roads, Texas, Case No. 22-0056-362 and Mitchell Clay v. Chad Wayne Jones, the City of Krugerville and the Town of Cross Roads, Case No. 22-8528-431.
 - b. Section 551.071 Consultation with Attorney – Lovett 380 Agreement

Reconvened into Regular Session at 7:59 P.M.

26. Take action as may be necessary or appropriate on matters discussed in Executive Session.
No action taken.

Adjourned at 7:59 P.M.

T. Lynn Tompkins, Jr., Mayor

Donna Butler, Town Secretary



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
April 17, 2023

Agenda Item:

Consider approval of a resolution adopting a policy authorizing the Town of Cross Roads to accept applications for primary depository bank services from financial institutions not doing business within the Town.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

At the March 20, 2023, Council meeting, Staff was authorized to proceed with utilizing Valley View Consulting, LLC to solicit depository services on behalf of the Town. Texas Local Government Code, Section 105.011 requires governing bodies to adopt a written policy expressly permitting the consideration of applications for depository services outside the Town limits.

There are a limited number of financial institutions within the Town of Cross Roads that are eligible to provide proposals for depository services. Adopting the attached policy will provide the opportunity for the Town to review a greater number of institutions and make a selection that best fits the needs of the Town. The policy must be adopted prior to moving forward with the request for proposals.

Recommended Action:

Staff recommends approval.

Attachments:

Resolution

**TOWN OF CROSS ROADS, TEXAS
RESOLUTION NO. 2023-____**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, PROVIDING FOR ADOPTION OF A WRITTEN POLICY AUTHORIZING THE TOWN TO ACCEPT APPLICATIONS TO PROVIDE PRIMARY DEPOSITORY BANK SERVICES FROM ELIGIBLE FINANCIAL INSTITUTIONS NOT DOING BUSINESS WITHIN THE TOWN; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 105 of the Texas Local Government Code requires the Town Council of the Town of Cross Roads to approve and adopt a written policy permitting and providing for the consideration of applications for primary depository bank services from financial institutions without a physical presence within the Town if it is in the best interest of the Town; and

WHEREAS, the number of financial institutions within the Town boundaries is limited, and

WHEREAS, the Town Council has determined that it is in the best interest of the Town to permit financial institutions not having a physical presence within the Town to submit applications to provide primary depository bank services;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS:

SECTION 1. That the findings and premises contained in the above are deemed to be true and correct.

SECTION 2. That the attached written policy of the Town of Cross Roads is adopted.

DULY PASSED by the Town Council of the Town of Cross Roads, Texas, on the __ day of April, 2023.

T. Lynn Tompkins, Jr.
Mayor

ATTEST:

Donna Butler
Town Secretary

APPROVED AS TO FORM

Matthew C.G. Boyle, Town Attorney

EXHIBIT “A”

TOWN OF CROSS ROADS, TEXAS

Policy for Establishment of Primary Depository Bank Services

Pursuant to Section 105.011 of the Texas Local Government Code, the Town of Cross Roads, Texas shall receive applications for performance of primary depository bank services from one or more banks, credit unions, or savings associations.

The Town Council of the Town of Cross Roads, Texas determines that it is in the best interest of the Town to permit the consideration of applications received from a bank, credit union, or savings association that has a physical presence in the State of Texas, however, does not have a physical presence within the Town of Cross Roads.

No applications to provide primary bank depository services shall be accepted from a bank, credit union, or savings association which does not maintain a physical presence within the State of Texas.



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

April 17, 2023

Agenda Item:

Consider approval of awarding a proposal for Wrecker and Towing Services to All American Towing and Recovery, Inc, in Aubrey, Texas.

Prepared by:

Shaun Short, Chief of Police

Description:

At the February 13, 2023 meeting, Council authorized Staff to solicit proposals for a single wrecker service to provide towing services in response to police requests. The Town advertised for proposals in accordance with statutory requirements with the deadline for submission set for 2:00 p.m. on Tuesday, March 28, 2023. Two bids were received by the deadline (L.W.'s Towing and All American Towing and Recovery, Inc.) a third bid from Jarrell Towing (dba EJ's Towing) was received the following day and had to be disqualified.

A review of the qualified applications revealed that L.W.'s Towing proposal did not include the required documents for the proposal and had to be disqualified. This leaves All American Towing and Recovery, Inc. The Department has had experience with All American Towing and they are located in Aubrey which would generally provide for a prompt response time.

Staff Recommended Action:

Staff recommends awarding the proposal for Wrecker and Towing Services to All American Towing and Recovery.

Attachments:

All American Towing and Recovery Proposal

Appendix B – Proposal

Submittal Checklist: (To determine validity of proposal)

- Appendix B must be included in the proposal submittal
- Appendix C Conflict of Interest Form must be included in the proposal submittal
- Appendix D No Intent to Submit Proposal (if applicable)
- Appendix E Wrecker Company Information Sheet
- Form 1295 Certificate of Interested Party must be submitted with the Texas Ethics Commission and included in the proposal submittal.
- Confidentiality/Non-Disclosure Agreement
- Cooperative Governmental Purchasing Notice

All proposals submitted to the Town of Cross Roads shall include this page with the submitted Proposal.

RFP Number: 2023-02-001

Project Title: Wrecker/Towing Service

Submittal Deadline: March 28, 2023, 2:00 p.m. CST

Proposer(s)'s Legal Name: All American Towing + Recovery, Inc.

Address: 561 Blackjack Rd E

Town, State & Zip: Aubrey, TX 76258

Federal Employers Identification Number # 81-3309719


Phone Number: 940-627-2800 Fax Number: -

E-Mail Address: Mike@allamericantowingtx.com

Proposer(s) Authorization

I, the undersigned, have the authority to execute this Proposal in its entirety as submitted and enter into a contract on behalf of the Proposer(s).

Printed Name and Position of Authorized Representative: Michael T. Phillips

Signature of Authorized Representative: 

Signed this 28 of March, 2023

All American Towing & Recovery Inc.

561 Blackjack Rd East

Aubrey, TX 76258

Town of Cross Roads RFP Wrecker/Towing Service

03/28/2023

1. Proposed Products and or Services

- a. All American Towing & Recovery Inc opened in 2013 with one goal in mind, to provide law enforcement with the best service available. Owned and operated by Mike and Lainie Phillips the company has grown from one truck to a fleet of over 30 pieces of equipment, and 4 locations in Denton County, along with our environmental clean-up company. We provide service to over 25 municipalities. Our growth has been organic through word of mouth and providing top notch service to our municipal partners. With law enforcement towing in mind we found that focusing our attention to that niche market has allowed our company to excel. The vast majority of our towing business is police initiated towing while the remaining is catering to the citizens of the cities and towns we serve. Throughout the years our company has put training and professionalism at the forefront of our operations. When we are out providing service we are a direct reflection of the agencies we serve and we strive for that reflection to be a positive one. We continually adapt to the growth in Denton County to make sure that we are providing the best service that we can. It takes more than tow trucks to clear roadways of disabled vehicles, which is why in 2018 we added Spill response and clean-up to our organization. We recognized the need for a faster response to hazardous material situations that happen due to roadway incidents. It was not uncommon to wait several hours for a contractor out of Dallas or Fort Worth, delaying the opening of the roadway. We did the research, made the investment and are now the only towing company in Denton County that has a full service, fully staffed Hazardous Materials clean-up company. We found that having everything needed in house and ready to deploy is the only way to provide emergency wrecker services. We don't wait for a waste company to bring dumpsters to a major crash, we have them. We don't wait for sweepers, excavators, or skid steers from rental companies, we own them. We don't have to request outside vendors for anything that can happen on a highway, we simply dispatch it to the scene from our main office in Justin. In an effort to provide our team and the agencies we work with more safety on the highway, we have placed an order and are waiting on delivery of our own Traffic Management Attenuator Truck. This truck deploys a fold down scorpion crash barrier to absorb impacts in the event of an emergency. We are the only towing company in Denton County to have one. This vehicle should provide a buffer zone for your officers, fire department personnel and our operators while they are working to clear the roadway. We continually strive to be the best that we can be, to employ the most well trained operators, to own the most

up-to-date equipment, and to provide the best service for our municipalities and the citizens of the cities we serve.

- b. All American uses Towbook software and Samsara GPS/ In-Vehicle Cameras. Our trucks and operators are monitored 24 hours per day and dispatched by a live in office dispatcher at all times. Our Vehicle storage facilities are also through Towbook which allows us to keep all of our vehicle inventory and lien process automated. We can give the department access to our system to have a live view of which vehicles are currently impounded by The Town of Cross Roads.
- c. Guarantees- We guarantee a 20 Minute response time on light duty requests and 30 Minute response time on heavy duty requests.

2. Pricing:

Wrecker Tow Charge LD	165.00
Additional Charge for Labor/Winching	175.00/HR
Storage Fee Per Day	State Allowed Maximum 21.03 per day Under 25 FT 36.11 per day Over 25 FT
Impound Fee	20.00
Notification Fee	50.00
Sales Tax	8.25%
Outside Town Limit Fee	7.50/Mile
Non Emergency Unlock	No Charge
Town Owned Vehicle Tire Change or Jump Start	No Charge
Town Owned Vehicle Towing	No Charge

Heavy Duty Charge	525.00/HR
Additional Charge for Street/Roadway/Rollover/ Clean-Up Time	Attached Below
Storage Fee	36.11 per day
Impound Fee	20.00
Notification Fee	50.00
Sales Tax	8.25%
Outside Town Limits Fee	Hourly as above
Town Owned Vehicles	No Charge

Extreme Recovery Situation (Overturned 18 wheeler, Commercial Vehicle Completely Engulfed in fire)

We utilize price per pound billing for extreme recovery situations of vehicles weighing in excess of 26001 Pounds. This is only used to make pricing transparent for insurance companies and common carriers. The argument of pricing is often the amount of billable time that a company takes to complete a large recovery. It is often argued that companies will take an exorbitant amount of time to clear a roadway in order to justify a bill. The price per pound billing method takes away the argument because the billing structure focuses directly on the weight being recovered and not the time it takes to recover the weight. This pricing is not used for standard winch outs, fender benders, or easily accomplished accidents. This is used for the major commercial vehicle accidents that tend to take more equipment, manpower, and time. Hourly charges are not combined with price per pound.

Base Rate: Contained Recovery/ Winching	.10 cents per pound
Spilled Cargo/ Cargo Recovery (Includes machinery, transport, manpower, equipment, equipment operators)	.15 cents per pound

Travel with in 50 Round trip Miles (includes unloaded and loaded travel, port to port equipment travel)	.03 cents per pound
Casualty overturned (Power unit or trailer, requires additional equipment, manpower, planning, risk, rigging and time to upright)	.05 cents per pound
Casualty Cab-Body Detached from Chassis (Power unit or trailer, requires additional equipment, manpower, planning, risk, rigging and time to transport)	.03 cents per pound
Casualty more than 50' from roadway (charged for every additional 50' after first 51')	.03 Cents per pound
Trailer Damaged (frame, suspension, doors open, and/or sidewall blown out, additional labor, equipment and transport time required)	.10 cents per pound
Trailer Dolly Required (trailer broken in half or required rear towing, additional equipment, labor, transport time)	.02 cents per pound
Speed Collision Factor (Based on posted speed limit, debris field, impact and safety factor determined by speed)	30MPH- .03 cents per pound 31-50 MPH - .05 Cents Per Pound 51-70MPH - .07 Cents per pound

Price per Pound minimum weight calculations based on Federal Highway Administration vehicle classification categories and FMCSA industry standard weight classes for specific vehicle types. In the event of weight dispute, the vehicles registered curb-weight combined with load manifest specific cargo weight controls.

Minimum Weight Calculations via F.H.A.

- Class 6 and under commercial vehicles 26000lbs
- 2 axle straight trucks class A 35000lbs
- 3 axle straight truck (concrete mixers, garbage trucks) 54000 lbs
- 4 or more axles single unit 65000lbs
- 4 or more axles combination unit-Empty 54000lbs
- 4 or more axles combination unit- loaded 75000lbs

3. Term of Contact

- a. All American Towing Agrees with the option clause.

4. Proposer's Experience/ Staff

- a. Project Team: Attached
- b. Employee Standards: Agree
- c. Removal or Replacement of Staff: Agree
- d. Business Establishment: All American Towing & Recovery Inc has been in continuous operation and under the same ownership since 2013 and has 17 Employees

e. Project Related Experience:

- i. All American Towing & Recovery Inc. provides towing service to the following municipalities
 1. Northlake Police Department
 2. Trophy Club Police Department
 3. Justin Police Department
 4. Double Oak Police Department
 5. Argyle Police Department
 6. Ponder Police Department
 7. Rhome Police Department
 8. Boyd Police Department
 9. Denton Police Department
 10. UNT Police Department
 11. Denton County Sheriff's Office
 12. Denton County Constable Pct 1
 13. Denton County Constable Pct 2
 14. Denton County Constable Pct 4
 15. Denton County Constable Pct 5
 16. Department of Public Safety
 17. Sanger Police Department (Heavy Duty Only)
 18. Oak Point Police Department
 19. Roanoke Police Department
 20. Aubrey Police Department
 21. Krugerville Police Department
 22. Pilot Point Police Department
 23. Whitesboro Police Department
 24. Grayson County Sheriff's Office
 25. Tioga Police Department

5. References

- 1) Lt. Jeremy Johnson – Aubrey Police Department
 - a. 940-365-2601
 - b. jjohnson@aubreytx.gov
- 2) Chief Douglas Tatu- City of Oak Point DPS
 - a. 972-294-0000
 - b. dps@oakpointtexas.com
- 3) Chief Robert Crawford- Northlake Police Department
 - a. 940-648-4804
 - b. Rcrawford@town.northlake.tx.us
- 4) Chief Rex Marks- Pilot point Police Department
 - a. 940-686-2969
 - b. rmarks@pilotpointpolice.org

I. REQUIRED PROPOSAL INFORMATION. IN ORDER FOR A PROPOSAL TO BE CONSIDERED COMPLETE, AND TO BE EVALUATED FOR A CONTRACT AWARD BY THE TOWN, PROPOSER(S) MUST SUBMIT ALL OF THE FOLLOWING INFORMATION:

1. Proposed Products and/or Services

A. Product or Service Description: Proposer should utilize this section to describe the technical aspects, capabilities, features and options of the product and/or service proposed in accordance with the required Scope of Services as identified in Appendix A. Promotional literature, brochures, or other technical information may be used.

B. Additional Hardware Descriptions: Proposer should also include in this section a detailed description of what additional hardware and/or software, if any, would be required by the Town in order to fully utilize the goods and/or services proposed.

C. Guarantees and Warranties: Each Proposer shall submit a complete copy of any warranties or guarantees provided by the manufacturer or Proposer with the Proposal submitted.

D. Project Schedule/Delivery Date: Proposer must provide a project schedule noting all projected completion dates for segments of the Project, from start-up to completion, and all delivery dates for goods covered by the RFP. The Proposal must show the number of days required to deliver and install the product or equipment after the receipt of the Town’s Purchase Order.

2. Cost of Proposed Products and/or Services

Complete the fee column with the desired bid amounts.

Light Wrecker: Item Description	Fee
<p>1. <u>Wrecker Tow Charge:</u> This tow fee includes waiting time and clean-up time up to 30 minutes on-scene, the use of a rollback, street/roadway clean-up, and the use of dollies. Charges for towing from the scene of a wreck to a delivery point other than the Wrecker Services Pound within the Town limits of Cross Roads shall be the same as charges for delivery to the Pound. No transfer fee is authorized or allowed.</p>	<p>(ATTACHED)</p>
<p>2. <u>Additional Charge for Street/Roadway/Rollover/Clean-Up Time:</u> Additional time will be charged in 30-minute increments with unlimited man- power, after the first 30 minutes that are included in the Wrecker Tow Charge. This charge applies to off-road recovery and to upright a vehicle due to rollover.</p>	<p>(ATTACHED)</p>

3. <u>Storage-Per-Day Fee</u> : This fee will be charged in a twenty four (24)-hour increment from the time that the vehicle is impounded.	(Attached)
4. <u>Impound Fee</u> : This fee includes the paper work fee for each individual tow.	\$20.00
5. <u>Notification Fee</u> : This fee applies to each vehicle that was not released from the Pound and that needs certified letters mailed before sale at auction.	\$50.00
6. <u>Sales Tax</u> : This is the sales tax accessed on the total invoice for the vehicle.	8.25%
7. <u>Outside-Town-Limits Fee</u> : This charge applies to all vehicles that need to be towed from the Town limits to another location. The charge is based on the amount per mile from the Town limits to the ultimate destination.	(Attached)
8. <u>Fee for Non-Emergency Unlock Service</u> : A flat fee is charged for assistance in the Town limits of Cross Roads in the non-emergency unlock of a vehicle.	(Attached)
9. <u>Fee for Town Vehicle Tire Changes or Jump Start</u> : A flat fee per call for TOWN vehicles.	(Attached)
10. <u>Fees for towing Town Owned Vehicles/Equipment</u> : When directed by the Town.	(Attached)

Heavy Wrecker: Item Description	Fee
1. <u>Heavy Duty Charge</u> : Incidents requiring a heavy-duty wrecker shall be charged from the time dispatched to time delivered to the Wrecker Services Pound on an hour basis. This service will include Street/Roadway clean up with in the first hour, use of dollies, recovery, and winching. This service shall be paid at a rate of a minimum of 1 hour.	(Attached)

2. <u>Additional Charge for Street/Roadway/Rollover/Clean-Up Time</u> : Additional time will be charged in 30-minute increments at \$75 per hour with unlimited manpower, after the first hour that is included in the heavy duty charge. This charge will apply to off-road recovery or to upright a vehicle due to rollover.	(Attached)
3. <u>Storage-Per-Day Fee</u> : This fee will be charged in a twenty four (24)-hour increment from the time that the vehicle is impounded.	(Attached)
4. <u>Impound Fee</u> : This fee includes the paperwork fee for each individual tow.	\$20.00
5. <u>Notification Fee</u> : This fee applies to each vehicle that was not released from the Pound and that needs certified letters mailed before sale at auction.	\$50.00
6. <u>Sales Tax</u> : This is the sales tax assessed on the total invoice for the vehicle.	8.25%
7. <u>Outside-Town-Limits Fee</u> : This charge applies to all vehicles that need to be towed from the Town limits to another location. The charge is based on the amount per mile from the Town limits to the ultimate destination.	(Attached)
8. <u>Fees for Town Owned Vehicles/Equipment</u> : When directed by the Town.	(Attached)

3. Term of Contract and Option to Extend

Any contract resulting from this RFP shall be effective for three (3) years from date of award. The Town anticipates that the contract may be renewed pursuant to the availability of funds and at the discretion of the Town. The following clauses shall be included in the contract:

A. Option Clause: It is agreed that the Town will have the option to extend the contract for up to two (2) additional annual terms. To exercise this option, the Town shall serve notice 30 days prior to contract termination or to the end of any one-year term. The Option to Extend will not be considered if funding is unavailable or if the contractor's past performance is not within the industry standard.

4. Proposer's Experience / Staff

A. Project Team: Identify all members of the Proposer's team (including both team members and management) who will be providing any services proposed and include information which details their experience.

B. Employee Standards: All employees working on this RFP must be able to pass a background check to gain entry into secure areas of the facilities and to maintain the integrity of the Surety Bond.

C. Removal or Replacement of Staff: If an assigned staff person must be removed or replaced for any reason, the replacement person must be approved by Town prior to joining the project.

D. Business Establishment: State the number of years the Proposer's business has been established and operating. If Proposer's business has changed names or if the principals operating the business operate any similar businesses under different names, or have operated any other businesses or changed the legal status or form of the business within the last five (5) years, all names, of predecessor business names, affiliated entities, and previous business entities operated by the principals, if different than present, must be provided;

State the number of years' experience the business has: 10; and the number of employees: 17.

E. Project Related Experience: All Proposals must include detailed information that details the Proposer's experience and expertise in providing the requested services that demonstrates the Proposer's ability to logically plan and complete the requested project.

F. Confidentiality/Non-Disclosure Agreement: The Proposer shall attach to its proposal, it's recommended confidentiality and non-disclosure agreement that will apply to the Proposer and all its agents, employees or representatives whatsoever and shall be written to protect the Town from the unauthorized release of information maintained in the Town in locations where Proposer may have access. A successful Proposer shall be required to modify any such agreements so that they are applicable to Proposer's business entity and all agents, employees and representatives of the entity servicing the contract. All such proposed agreements shall be subject to approval by the Town Attorney's Office.

5. References

Proposer shall provide four (4) references where Proposer has performed similar to or the same types of services as described herein.

Reference #1:

Client / Company Name: Attached

Contact Name: _____

Contact Title: _____

Phone: _____

Email: _____

Date and Scope of Work Provided: _____

Reference #2:

Client / Company Name: Attached _____

Contact Name: _____

Contact Title: _____

Phone: _____

Email: _____

Date and Scope of Work Provided: _____

Reference #3:

Client / Company Name: Attached _____

Contact Name: _____

Contact Title: _____

Phone: _____

Email: _____

Date and Scope of Work Provided: _____

Reference #4:

Client / Company Name: Attached _____

Contact Name: _____

Contact Title: _____

Phone: _____

Email: _____

Date and Scope of Work Provided: _____

6. Trade Secrets and/or Confidential Information

Trade Secrets and/or Confidential Information: This proposal (does) ~~(does not)~~ contain trade secrets and/or confidential information. If applicable, describe such trade secrets and confidential information, and the basis for your assertion that such material qualifies for legal protection from disclosure.

7. Federal, State and/or Local Identification Information

a. Permit Number for Commercial Carrier Tow Truck:

00Q513846C

b. Permit Number for Wreckers Vehicle Storage Facility:

0658545V5F

8. Emergency Business Services Contact Notice

During a natural disaster, or homeland security event, there may be a need for the Town of Cross Roads to access your business for products or services after normal business hours and/or holidays. The Town may request Town employee pick up or vendor delivery of product or services.

For this purpose, a primary and secondary emergency contact name and phone number are required. It is critical the Proposer's emergency contact information remains current. The Town shall be provided in writing with any change to a contact name or phone number of these emergency contacts.

All products or services requested during an emergency event are to be supplied as per the established contract prices, terms and conditions. The Proposer shall provide the fee (pricing) for an after-hours emergency opening of the business, if any. In general, orders will be placed using a Town of Cross Roads procurement card (Master Card) or Town issued Purchase Order. The billing is to include the emergency opening fee, if applicable.

The Proposer shall provide the names, phone numbers and fee (pricing), if any, for an after-hours emergency opening of the business listed below.

Business Name: All American Towing + Recovery Inc Contract #: _____

Description: Towing + Hazmat

Primary Contact (Name): Michel T. Phillips

Primary Contact Phone Numbers: Home: Cell: 9407031679

Secondary Contact (Name): Lainie Phillips

Secondary Contact Phone Numbers: Home: Cell: 9402082480

After Hours emergency opening fee, if applicable: \$ N/A

II. CONTRACT TERMS AND CONDITIONS. EXCEPT WHERE PROPOSER MAKES SPECIFIC EXCEPTION IN THE SUBMITTED PROPOSAL, ANY CONTRACT RESULTING FROM THIS RFP WILL CONTAIN THE FOLLOWING TERMS AND CONDITIONS, WHICH PROPOSER HEREBY ACKNOWLEDGES, AND TO WHICH PROPOSER AGREES BY SUBMITTING A PROPOSAL:

9. Delivery of Products and/or Services

A. Payment Terms: Unless otherwise specified in the Scope of Services or otherwise agreed to in writing by the Town, payment terms for the Town are Net 30 days upon receipt of invoice.

B. Warranty of Products and Services: All products furnished under this contract shall be warranted to be merchantable and good quality and fit for the purposes intended as described in this Proposal, to the satisfaction of Town and in accordance with the specifications, terms, and conditions of the Scope of Services, and all services performed shall be warranted to be of a good and workmanlike quality, in addition to, and not in lieu of, any other express written warranties provided.

C. Late Delivery or Performance: If Proposer fails to deliver acceptable goods or services within the timeframes established in the Project Schedule, the Town shall be authorized to purchase the goods or services from another source and assess any increase in costs to the defaulting Proposer, who agrees to pay such costs within ten days of invoice.

D. Title to Goods and Risk of Loss: For goods to be provided by Proposers hereunder, if any, the title and risk of loss of the goods shall not pass to Town until Town actually receives, takes possession, and accepts the goods and the installation of such goods, has tested the system, and determined that it is in good and acceptable working order.

10. Miscellaneous

A. Independent Contractor: Proposer agrees that Proposer and Proposer's employees and agents have no employer- employee relationship with Town. Proposer agrees that if Proposer is selected and awarded a contract, the Town shall not be responsible for the Federal Insurance Contribution Act (FICA) payments, Federal or State unemployment taxes, income tax withholding, Workers Compensation Insurance payments, or any other insurance payments, nor will Town furnish any medical or retirement benefits or any paid vacation or sick leave.

B. Assignments: The rights and duties awarded the successful Proposer shall not be assigned to another without the written consent of the Town Administrator. Such consent shall not relieve the assigner of liability in the event of default by the assignee.

C. Liens: Proposer shall indemnify and save harmless the Town against any and all liens and encumbrances for all labor, goods, and services which may be provided to the Town by Proposer or Proposer's vendor(s), and if the Town requests, a proper

release of all liens or satisfactory evidence of freedom from liens shall be delivered to the Town.

D. Gratuities / Bribes: Proposer certifies that no bribes in the form of entertainment, gifts, or otherwise, were offered or given by the successful Proposer, or its agent or representative, to any Town officer, employee or elected representative, with respect to this RFP or any contract with the Town, and that if any such bribe is found to have been made this shall be grounds for voiding of the contract.

E. Financial Participation: Proposer certifies that it has not received compensation from the Town to participate in preparing the specifications or RFP on which the Proposal is based and acknowledges that this contract may be terminated and/or payment withheld if this certification is inaccurate.

F. Required Licenses: Proposer certifies that he holds all licenses required by the State of Texas for a provider of the goods and/or services described by the Scope of Services herein.

G. Authority to Submit Proposal and Enter Contract: The person signing on behalf of Proposer certifies that the signer has authority to submit the Proposal on behalf of the Proposer and to bind the Proposer to any resulting contract.

H. Compliance with Applicable Law: Proposer agrees that the contract will be subject to, and Proposer will strictly comply with, all applicable federal, state, and local laws, ordinances, rules, and regulations.

11. Financial Responsibility Provisions

A. Insurance: The Proposer, consistent with its status as an independent contractor, shall carry, and shall require any of its subcontractors to carry, at least the following insurance in such form, with such companies, and in such amounts (unless otherwise specified) as Town may require:

- i. Worker's Compensation and Employer's Liability insurance, including All States Endorsement, to the extent required by federal law and complying with the laws of the State of Texas;
- ii. Commercial General Liability insurance, including Blanket Contractual Liability, Broad Form Property Damage, Personal Injury, Completed Operations/Products Liability, Premises Liability, Medical Payments, Interest of Employees as additional insureds, and Broad Form General Liability Endorsements, for at least One Million Dollars (\$1,000,000) Combined Single Limit Bodily Injury and Property Damage on an occurrence basis;
- iii. Comprehensive Automobile Liability insurance covering all owned, non-owned or hired automobiles to be used by the Contractor, with coverage for at least One Million Dollars (\$1,000,000) Combined Single Limit Bodily Injury and Property Damage.
- iv. Incident Management Towing Permit for each vehicle that is registered to

operate non-consent tows (permitted for incident management towing), minimum coverage amount \$500,000 of liability insurance for the tow truck, and minimum coverage amount \$50,000 of cargo insurance for the tow truck;

- v. Vehicle Storage Facility Insurance for no more than 50 vehicles coverage = \$9,000 total, 51 – 99 vehicles coverage = \$18,000 total, or 100 or more vehicles coverage = \$25,000 total.

The preceding amounts notwithstanding, the Town reserves the right to increase the minimum required insurance to be effective thirty (30) days after notice is sent to the address provided herein.

Insurance policies required herein shall be issued by a company or companies that have sound and adequate financial responsibility and the means to fulfill the purposes of this article and that are authorized to do business in the State of Texas. All policies shall be subject to examination and approval by the Cross Roads Town Attorney for their adequacy as to form and content.

Certificates or copies of new insurance policies shall be furnished to the Town prior to the expiration date of any prior certification.

B. Indemnification: Proposer agrees to defend, indemnify and hold harmless the Town, all of its officers, Council members, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages and liabilities, including reasonable attorneys' fees, court costs and related expenses, arising out of, connected with, or resulting from any acts or omissions of Proposer or any agent, employee, subcontractor, or supplier of Proposer in the execution or performance of this contract without regard to whether such persons are under the direction of Town agents or employees.

C. Bond Requirements; Prior to the commencement of work on this Project, Proposer shall deliver to the Town the following bonds issued by a good and sufficient surety licensed by the State of Texas and satisfactory to the Town:

- i. A payment bond in the amount of 100% of the total contract amount insuring the full and prompt payment of all persons performing labor and/or furnishing materials in connection with this Project;
- ii. A surety bond in the amount of 100% of the total contract amount insuring full, faithful, and prompt performance of the responsibilities contained in this contract within the time parameters provided herein.

**GOVERNMENTAL CONTRACT AND PURCHASING RIDER FOR CONTRACTS WITH THE
TOWN OF CROSS ROADS, TEXAS**

By submitting a response to a solicitation or bid, or by entering into a contract for goods or services and/or by accepting a purchase order, the proposed contractor, contractor, or vendor, identified below, agrees that the below terms and conditions shall govern all agreements with the Town of Cross Roads unless otherwise agreed to by a specifically executed provision within the contract, provided same is permissible by law. Absent a specifically executed provision, the below terms are BINDING and SUPERSEDE any and all other terms and/or conditions whether oral or written.

- 1. Application.** This Governmental CONTRACT AND PURCHASING Rider (Governmental Rider) applies to, is part of, and takes precedence over any conflicting provision in or attachment to the Response to Solicitation or Bid, Contract or Purchase Order, as applicable, (Contract) (attached hereto) of (Vendor Name), (Vendor). The Contract involved in this Governmental Rider is described as follows:

Wrecker/Towing Services

- 1. Payment Provisions.** The Town's payments under the Contract, including the time of payment and the payment of interest on overdue amounts, are subject to Chapter 2251, Texas Government Code. The Town reserves the right to modify any amount due to Vendor presented by invoice to the Town if necessary to conform the amount to the terms of the contract.
- 2. Multiyear Contracts.** If the Town Council for the Town does not appropriate funds to make any payment for a fiscal year after the Town's fiscal year in which the contract becomes effective and there are no proceeds available for payment from the sale of bonds or other debt instruments, then the Contract automatically terminates at the beginning of the first day of the successive fiscal year. (Section 5, Article XI, Texas Constitution). It is understood and agreed the Town shall have the right to terminate the agreement at the end of any Town fiscal year if the governing body of the Town does not appropriate funds sufficient to continue the contract, as determined by the Town's budget for the fiscal year in question. The Town may execute such termination by giving Vendor a written notice of termination at the end of its then current fiscal year.
- 3. Local Preference.** The Town Council supports the local preference option for purchasing. In accordance with Chapter 271.9051 of the State of Texas Local Government Code, the Town Council may choose to award a competitive bid to a bidder whose principal place of business is in the Town limits, provided that this bid is within 5% of the lowest bid price received and would otherwise constitute the best bid. In the exercise of this option, the Town hereby determines that any such local bidder offers the Town the best combination of contract price and additional economic development opportunities.

4. **No Ex-Parte Communications during Competitive Bidding Period.** To insure the proper and fair evaluation of a response, the Town prohibits ex-parte communication (e.g., unsolicited) initiated by the proposed Vendor to a Town official or employee evaluating or considering the responses prior to the time a formal decision has been made. Questions and other communication from vendors will be permissible until 5:00 p.m. on the day specified as the deadline for questions. Any communication between the proposed Vendor and the Town after the deadline for questions will be initiated by the appropriate Town official or employee in order to obtain information or clarification needed to develop a proper and accurate evaluation of the response. Ex-parte communication may be grounds for disqualifying the offending Vendor from consideration or award of the solicitation then in evaluation, or any future solicitation.
5. **Abandonment or Default.** A Vendor who abandons or defaults the work on the contract and causes the Town to purchase goods, materials or services elsewhere may be charged for any increased cost of goods, materials and/or services related thereto; may be considered disqualified in any re- advertisement of the service; and may not be considered in future bids for the same type of work for a period of three years for the same scope of work, goods or services.
6. **Disclosure of Litigation.** Each prospective Vendor shall include in its proposal a complete disclosure of any civil or criminal litigation or investigation pending which involves the Vendor or which has occurred in the past in which the Vendor has been judged guilty or liable by a competent court regardless of whether the Court Order or Judgment is final or on appeal.
7. **Cancellation.** The Town reserves the right to cancel the contract without penalty by providing 30 days prior written notice to the Vendor. Termination under this paragraph shall not relieve the Vendor of any obligation or liability that has occurred prior to cancellation. NOTE: This contract is subject to cancellation, without penalty, at any time the Town deems the vendor to be non-compliant with contractual obligations.
8. **Annual Vendor Performance Review.** The Town reserves the right to review the Vendor's performance at the end of each twelve-month contract period and to cancel all or part of the agreement (without penalty) or continue the contract through the next period.
9. **Compliance with other laws and certification of eligibility to contract.** Any offer to contract with the Town shall be considered an executed certification that the Vendor will comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, (as amended during the contracting period) and any orders and decrees of any court, administrative bodies or tribunals in any matter affecting the performance of the resulting agreement, including without limitation, immigration laws, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When requested, the Vendor shall furnish the Town with satisfactory proof of compliance within 10 days of the execution of any contract with the Town is void.

- 10. Compliance with all Codes, Permitting and Licensing Requirements.** The successful Vendor shall comply with all national, state and local laws and regulations as well as those of any other authorities that have jurisdiction pertaining to equipment and materials used and their application. None of the terms or provisions of the specification shall be construed as waiving any rules, regulations or requirements of these authorities. The successful Vendor shall be responsible for obtaining all necessary permits, certificates and/or licenses to fulfill contractual obligations.
- 11. Liability and Indemnity of Town.** Any provision of the Contract is void and unenforceable if it (1) limits or releases either party from liability that would exist by law in the absence of the provision, (2) creates liability for either party that would not exist by law in the absence of the provision, or (3) waives or limits either party's rights, defenses, remedies, or immunities that would exist by law in the absence of the provision. (Section 5, Article XI, Texas Constitution)
- 12. Indemnity and Independent Vendor Status of Vendor.** Vendor shall indemnify, save harmless and defend the Town, its officers, agents, and employees from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorneys' fees and any and all other costs or fees (whether grounded in Constitutional law, Tort, Contract, or Property Law, or raised pursuant to local, state or federal statutory provision), arising out of the performance of the resulting agreement and/or arising out of a willful or negligent act or omission of the Vendor, its officers, agents, and employees. It is understood and agreed that the Vendor and any employee or subcontractor of Vendor shall not be considered an employee of the Town. The Vendor shall not be within protection or coverage of the Town's workers' compensation insurance, health insurance, liability insurance or any other insurance that the Town from time to time may have in force and effect. The Town specifically reserves the right to reject any and all Vendor's employees, representatives or subcontractors and/or their employees for any cause, should the presence of any such person on Town property or their interaction with Town employees be found not in the best interest of the Town or is found to interfere with the effective and efficient operation of the Town's workplace.
- 13. Liens.** Vendor agrees to and shall indemnify and save harmless the Town against any and all liens and encumbrances for all labor, goods and services which may be provided under the resulting agreement. At the Town's request the Vendor shall provide and shall cause all subcontractors to provide a proper release of all liens, or satisfactory evidence of freedom from liens shall be delivered to the Town.
- 14. Confidentiality.** Any provision in the Contract that attempts to prevent the Town's disclosure of information that is subject to public disclosure under federal or Texas law or regulation, or court or administrative decision or ruling, is invalid. (Chapter 552, Texas Government Code)
- 15. Tax Exemption.** The Town is not liable to Vendor for any federal, state, or local taxes for which the Town is not liable by law, including state and local sales and use taxes (Section 151.309 and Title 3, Texas Tax Code) and federal excise tax (Subtitle D of the Internal Revenue Code). Accordingly, those taxes may not be added to any item.

Texas limited sales tax exemption certificates will be furnished upon request. Vendors shall not charge for said taxes. If billed, the Town will remit payment less sales tax.

- 16. Contractual Limitations Period.** Any provision of the Contract that establishes a limitations period that does not run against the Town by law or that is shorter than two years is void. (Sections 16.61 and 16.070, Texas Civil Practice and Remedies Code)
- 17. Sovereign Immunity.** Any provision of the Contract that seeks to waive the Town's immunity from suit and/or immunity from liability is void unless agreed to by specific acknowledgement of the provision within the contract.
- 18. Governing Law and Venue.** Texas law governs this Contract and any lawsuit on this Contract must be filed in a court that has jurisdiction in Denton County, Texas.
- 19. Right to trial by Jury.** Any provision of the Contract that seeks to waive an aggrieved Party's right to trial by jury is void unless agreed to by specific acknowledgement of the provision within the contract.
- 20. Certificate of Interested Parties (TEC Form 1295).** For contracts needing Town Council approval, the Town may not accept or enter into a contract until it has received from the Vendor a completed, signed, and notarized Texas Ethics Commission (TEC) Form 1295, pursuant to Texas Government Code § 2252.908 and the rules promulgated thereunder by the TEC. The Vendor understands that failure to provide said form may prohibit the Town from entering the Contract.
- 21. Anti-Boycott Israel Verification.** In accordance with Chapter 2271, Texas Government Code, a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.
- 22.** By signing below, the bidder certifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association as defined by Chapter 2274 of the Texas Government Code, and will not so discriminate during the term of the contract."
- 23.** By signing below, the bidder certifies that it does not boycott energy companies as defined by Chapter 2274 of the Texas Government Code, and will not boycott energy companies during the term of this contract."

The signatory executing this contract on behalf of company verifies that the company does not boycott Israel and will not boycott Israel during the term of this contract.

Executed this the 28 day of March, 2023.

TOWN OF CROSS ROADS, TEXAS



Vendor

T. Lynn Tompkins, Jr., Mayor

Donna Butler, Town Secretary

Appendix C – Form CIQ

INFORMATION REGARDING VENDOR CONFLICT OF INTEREST QUESTIONNAIRE

WHO: The following persons must file a Conflict of Interest Questionnaire with the Town if the person has an employment or business relationship with an officer of the Town that results in taxable income exceeding \$2,500 during the preceding twelve – month period, or an officer or a member of the officer’s family has accepted gifts with an aggregate value of more than \$250 during the previous twelve – month period and the person engages in any of the following actions:

1. contracts or seeks to contract for the sale or purchase of property, goods, or services with the Town, including any of the following:
 - a. written and implied contracts, utility purchases, purchase orders, credit card purchases and any purchase of goods and services by the Town;
 - b. contracts for the purchase or sale of real property, personal property including an auction of property;
 - c. tax abatement and economic development agreements;
2. submits a bid to sell goods or services, or responds to a request for proposal for services;
3. enters into negotiations with the Town for a contract; or
4. applies for a tax abatement and/or economic development incentive that will result in a contract with the Town

THE FOLLOWING ARE CONSIDERED OFFICERS OF THE TOWN:

1. Mayor and Town Council Members;
2. Town Administrator;
3. Board and Commission members and appointed members by the Mayor and Town Council;
4. Directors of 4B development corporations;
5. The executive directors or managers of 4B development corporations; and
6. Directors of the Town of Cross Roads who have authority to sign contracts on behalf of the Town.

EXCLUSIONS: A questionnaire statement need not be filed if the money paid to a local government official was a political contribution, a gift to a member of the officer’s family from a family member; a contract or purchase of less than \$2,500 or a transaction at a price and subject to terms available to the public; a payment for food, lodging, transportation or entertainment; or a transaction subject to rate or fee regulation by a governmental entity or agency.

WHAT: A person or business that contracts with the Town or who seeks to contract with the Town must file a “Conflict of Interest Questionnaire” (FORM CIQ) which is available online at www.ethics.state.tx.us and a copy of which is attached to this guideline. The form contains mandatory disclosures regarding “employment or business relationships” with a municipal officer. Officials may be asked to clarify or interpret various portions of the questionnaire.

WHEN: The person or business must file:

1. the questionnaire – no later than seven days after the date the person or business begins contract discussions or negotiations with the municipality, or submits an application, responds to a request for proposals or bids, correspondence, or other writing related to a potential contract or agreement with the Town; and
2. an updated questionnaire – within seven days after the date of an event that would make a filed questionnaire incomplete or inaccurate.

It does not matter if the submittal of a bid or proposal results in a contract. The statute requires a vendor to file a FORM CIQ at the time a proposal is submitted, or negotiations commence.

WHERE: The vendor or potential vendor must mail or deliver a completed questionnaire to the Finance Department.

The Finance Department is required by law to post the statements on the Town's website.

ENFORCEMENT: Failure to file a questionnaire is a Class C misdemeanor punishable by a fine not to exceed \$500. It is an exception to prosecution that the person files a FORM CIQ not later than seven business days after the person received notice of a violation

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.
This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).
By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.
A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

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

2. Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate)

3. Name of local government officer with whom filer has employment or business relationship.

Name of Officer

4. This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIO as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.



Signature of person doing business with the governmental entity

3/28/23

Date

Appendix D – No Intent to Submit Proposal

If your firm has chosen **not** to submit a proposal for this procurement, please complete this form and submit to:

Town of Cross Roads
Town Secretary
3201 US 380, Suite 105
Cross Roads, Texas 76227

Please check all items that apply:

- | | |
|---|---|
| <input type="checkbox"/> Do not sell the item(s) required | <input type="checkbox"/> Cannot provide Insurance required |
| <input type="checkbox"/> Cannot be competitive | <input type="checkbox"/> Cannot provide Bonding required |
| <input type="checkbox"/> Cannot meet specifications highlighted in the attached request | <input type="checkbox"/> Cannot comply with Indemnification requirement |
| <input type="checkbox"/> Job too large | <input type="checkbox"/> Job too small |
| <input type="checkbox"/> Do not wish to do business with the Town of Cross Roads | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Cannot submit electronically | |

Company Name (Please print): _____

Authorized Officer Name (Please print): _____

Telephone: (____) _____ Fax: (____) _____

Appendix E

Wrecker Company Information Sheet

Date: 03 / 28 / 2023

Wrecker Service Name: All American Towing & Recovery

Certificate Number for Commercial Carrier Tow Truck: 006513846C

Certificate Number for Vehicle Storage Facility: 0658545VSF

Address: 561 Blackjack Rd E Town/State/Zip: Aubrey, TX 76258

Distance From Town Limits of Cross Roads: 6.7 miles

Business Phone: 940-627-2800 Fax: N/A

Email/Web Address: Dispatch@allamericantowingtx.com / Allamericantowingtx.com

Wrecker Service Owner: Michael Phillips

Address: 510 N Hardeman Cir Town/State/Zip: Justin, TX 76247

Phone: 940-627-2800 Cell: 940-703-1679

Texas Driver's License Number: 34425089

Tow Trucks To Be Operated Under This AGREEMENT:

License Plate: T4910K State: TX VIN: 1FDWF6DC3NDF06269

License Plate: K106515 State: TX VIN: 1NPXX4EXXHD421132

License Plate: T4303K State: TX VIN: 1HTEUMMLXMH394056

License Plate: T4312K State: TX VIN: 1FDUF4GNED06533

License Plate: T4313K State: TX VIN: 1FDUF5GTXNDA14948

*Please attached for remaining

Truck	Type	Year	Make	VIN	Tow Plate
#53 Heavy Duty Wrecker	Wrecker	2017	Peterbilt	1NPXX4EXXHD421132	0893T
#61 Heavy Duty Wecker	Wrecker	2021	Kenworth	1NKWX4TX6MR452850	1005T
#63 12k lb Flatbed	Flat Bed	2021	International	1HTEUMMLXMH394056	T4303K
#64 10k lb Flatbed	Flat Bed	2021	Ford	1FDUFGTXMDA00868	T4304K
#66 Medium Duty	Wrecker	2019	International	1HTEUTAN2KH562995	R631146
#67 12k lb Flatbed	Flat Bed	2022	Ford	1FDWX6DC6NDF07820	T4309K
#68 12k lb Flatbed	Flat Bed	2022	Ford	1FDWF6DC3NDF06269	T4310K
#69 AutoLoader	Wrecker	2022	Ford	1FDUF4GNED06533	T4312K
#70 Heavy Duty Wrecker	Wrecker	2020	Peterbilt	1NPXL49XXLD637397	1025T
#71 12k lb Flatbed	Flatbed	2022	Ford	1FDUF5GTXNDA14948	T4313K
#72 Heavy Duty Wrecker	Wrecker	2020	Kenworth	1NKZL49X7LJ384085	1058T
#75 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5GT4NDA19983	T4316K
#76 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5HT3NDA19990	T4317K
R1 Heavy Duty Rotator	Wrecker	2011	Kenworth	1NKDX4EX2BJ247381	T7874J





Appendix C – Form CIQ

INFORMATION REGARDING VENDOR CONFLICT OF INTEREST QUESTIONNAIRE

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1. contracts or seeks to contract for the sale or purchase of property, goods, or services with the Town, including any of the following:
 - a. written and implied contracts, utility purchases, purchase orders, credit card purchases and any purchase of goods and services by the Town;
 - b. contracts for the purchase or sale of real property, personal property including an auction of property;
 - c. tax abatement and economic development agreements;
2. submits a bid to sell goods or services, or responds to a request for proposal for services;
3. enters into negotiations with the Town for a contract; or
4. applies for a tax abatement and/or economic development incentive that will result in a contract with the Town

THE FOLLOWING ARE CONSIDERED OFFICERS OF THE TOWN:

1. Mayor and Town Council Members;
2. Town Administrator;
3. Board and Commission members and appointed members by the Mayor and Town Council;
4. Directors of 4B development corporations;
5. The executive directors or managers of 4B development corporations; and
6. Directors of the Town of Cross Roads who have authority to sign contracts on behalf of the Town.

EXCLUSIONS: A questionnaire statement need not be filed if the money paid to a local government official was a political contribution, a gift to a member of the officer’s family from a family member; a contract or purchase of less than \$2,500 or a transaction at a price and subject to terms available to the public; a payment for food, lodging, transportation or entertainment; or a transaction subject to rate or fee regulation by a governmental entity or agency.

WHAT: A person or business that contracts with the Town or who seeks to contract with the Town must file a “Conflict of Interest Questionnaire” (FORM CIQ) which is available online at www.ethics.state.tx.us and a copy of which is attached to this guideline. The form contains mandatory disclosures regarding “employment or business relationships” with a municipal officer. Officials may be asked to clarify or interpret various portions of the questionnaire.

WHEN: The person or business must file:

1. the questionnaire – no later than seven days after the date the person or business begins contract discussions or negotiations with the municipality, or submits an application, responds to a request for proposals or bids, correspondence, or other writing related to a potential contract or agreement with the Town; and
2. an updated questionnaire – within seven days after the date of an event that would make a filed questionnaire incomplete or inaccurate.

It does not matter if the submittal of a bid or proposal results in a contract. The statute requires a vendor to file a FORM CIQ at the time a proposal is submitted, or negotiations commence.

WHERE: The vendor or potential vendor must mail or deliver a completed questionnaire to the Finance Department.

The Finance Department is required by law to post the statements on the Town's website.

ENFORCEMENT: Failure to file a questionnaire is a Class C misdemeanor punishable by a fine not to exceed \$500. It is an exception to prosecution that the person files a FORM CIQ not later than seven business days after the person received notice of a violation

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

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

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

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

OFFICE USE ONLY

Date Received

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

2. Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate)

3. Name of local government officer with whom filer has employment or business relationship.

Name of Officer

4. This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIO as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No


B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.



Signature of person doing business with the governmental entity

3/28/23

Date

Appendix D – No Intent to Submit Proposal

If your firm has chosen not to submit a proposal for this procurement, please complete this form and submit to:

Town of Cross Roads
Town Secretary
3201 US 380, Suite 105
Cross Roads, Texas 76227

Please check all items that apply:

- | | |
|---|---|
| <input type="checkbox"/> Do not sell the item(s) required | <input type="checkbox"/> Cannot provide Insurance required |
| <input type="checkbox"/> Cannot be competitive | <input type="checkbox"/> Cannot provide Bonding required |
| <input type="checkbox"/> Cannot meet specifications highlighted in the attached request | <input type="checkbox"/> Cannot comply with Indemnification requirement |
| <input type="checkbox"/> Job too large | <input type="checkbox"/> Job too small |
| <input type="checkbox"/> Do not wish to do business with the Town of Cross Roads | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Cannot submit electronically | |

Company Name (Please print): _____

Authorized Officer Name (Please print): _____

Telephone: (____) _____ Fax: (____) _____

Appendix E

Wrecker Company Information Sheet

Date: 03 / 28 / 2023

Wrecker Service Name: All American Towing & Recovery

Certificate Number for Commercial Carrier Tow Truck: 006513846C

Certificate Number for Vehicle Storage Facility: 0658545VSF

Address: 561 Blackjack Rd E Town/State/Zip: Aubrey, TX 76258

Distance From Town Limits of Cross Roads: 6.7 miles

Business Phone: 940-627-2800 Fax: N/A

Email/Web Address: Dispatch@allamericantowingtx.com / Allamericantowingtx.com

Wrecker Service Owner: Michael Phillips

Address: 510 N Hardeman Cir Town/State/Zip: Justin, TX 76247

Phone: 940-627-2800 Cell: 940-703-1679

Texas Driver's License Number: 34425089

Tow Trucks To Be Operated Under This AGREEMENT:

License Plate: T4910K State: TX VIN: 1FDWF6DC3NDF06269

License Plate: K106515 State: TX VIN: 1NPXX4EXXHD421132

License Plate: T4303K State: TX VIN: 1HTEUMMLXMH394056

License Plate: T4312K State: TX VIN: 1FDUF4GNED06533

License Plate: T4313K State: TX VIN: 1FDUF5GTXNDA14948

*Please attached for remaining

Truck	Type	Year	Make	VIN	Tow Plate
#53 Heavy Duty Wrecker	Wrecker	2017	Peterbilt	1NPXX4EXXHD421132	0893T
#61 Heavy Duty Wecker	Wrecker	2021	Kenworth	1NKWX4TX6MR452850	1005T
#63 12k lb Flatbed	Flat Bed	2021	International	1HTEUMMLXMH394056	T4303K
#64 10k lb Flatbed	Flat Bed	2021	Ford	1FDUFGTXMDA00868	T4304K
#66 Medium Duty	Wrecker	2019	International	1HTEUTAN2KH562995	R631146
#67 12k lb Flatbed	Flat Bed	2022	Ford	1FDWX6DC6NDF07820	T4309K
#68 12k lb Flatbed	Flat Bed	2022	Ford	1FDWF6DC3NDF06269	T4310K
#69 AutoLoader	Wrecker	2022	Ford	1FDUF4GNED06533	T4312K
#70 Heavy Duty Wrecker	Wrecker	2020	Peterbilt	1NPXL49XXLD637397	1025T
#71 12k lb Flatbed	Flatbed	2022	Ford	1FDUF5GTXNDA14948	T4313K
#72 Heavy Duty Wrecker	Wrecker	2020	Kenworth	1NKZL49X7LJ384085	1058T
#75 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5GT4NDA19983	T4316K
#76 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5HT3NDA19990	T4317K
R1 Heavy Duty Rotator	Wrecker	2011	Kenworth	1NKDX4EX2BJ247381	T7874J





Appendix C – Form CIQ

INFORMATION REGARDING VENDOR CONFLICT OF INTEREST QUESTIONNAIRE

WHO: The following persons must file a Conflict of Interest Questionnaire with the Town if the person has an employment or business relationship with an officer of the Town that results in taxable income exceeding \$2,500 during the preceding twelve – month period, or an officer or a member of the officer’s family has accepted gifts with an aggregate value of more than \$250 during the previous twelve – month period and the person engages in any of the following actions:

1. contracts or seeks to contract for the sale or purchase of property, goods, or services with the Town, including any of the following:
 - a. written and implied contracts, utility purchases, purchase orders, credit card purchases and any purchase of goods and services by the Town;
 - b. contracts for the purchase or sale of real property, personal property including an auction of property;
 - c. tax abatement and economic development agreements;
2. submits a bid to sell goods or services, or responds to a request for proposal for services;
3. enters into negotiations with the Town for a contract; or
4. applies for a tax abatement and/or economic development incentive that will result in a contract with the Town

THE FOLLOWING ARE CONSIDERED OFFICERS OF THE TOWN:

1. Mayor and Town Council Members;
2. Town Administrator;
3. Board and Commission members and appointed members by the Mayor and Town Council;
4. Directors of 4B development corporations;
5. The executive directors or managers of 4B development corporations; and
6. Directors of the Town of Cross Roads who have authority to sign contracts on behalf of the Town.

EXCLUSIONS: A questionnaire statement need not be filed if the money paid to a local government official was a political contribution, a gift to a member of the officer’s family from a family member; a contract or purchase of less than \$2,500 or a transaction at a price and subject to terms available to the public; a payment for food, lodging, transportation or entertainment; or a transaction subject to rate or fee regulation by a governmental entity or agency.

WHAT: A person or business that contracts with the Town or who seeks to contract with the Town must file a “Conflict of Interest Questionnaire” (FORM CIQ) which is available online at www.ethics.state.tx.us and a copy of which is attached to this guideline. The form contains mandatory disclosures regarding “employment or business relationships” with a municipal officer. Officials may be asked to clarify or interpret various portions of the questionnaire.

WHEN: The person or business must file:

1. the questionnaire – no later than seven days after the date the person or business begins contract discussions or negotiations with the municipality, or submits an application, responds to a request for proposals or bids, correspondence, or other writing related to a potential contract or agreement with the Town; and
2. an updated questionnaire – within seven days after the date of an event that would make a filed questionnaire incomplete or inaccurate.

It does not matter if the submittal of a bid or proposal results in a contract. The statute requires a vendor to file a FORM CIQ at the time a proposal is submitted, or negotiations commence.

WHERE: The vendor or potential vendor must mail or deliver a completed questionnaire to the Finance Department.

The Finance Department is required by law to post the statements on the Town's website.

ENFORCEMENT: Failure to file a questionnaire is a Class C misdemeanor punishable by a fine not to exceed \$500. It is an exception to prosecution that the person files a FORM CIQ not later than seven business days after the person received notice of a violation

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.
This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).
By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code.
A person commits an offense if the person knowingly violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY
Date Received

- 1. Name of person who has a business relationship with local governmental entity.
- 2. Check this box if you are filing an update to a previously filed questionnaire.

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate)

3. Name of local government officer with whom filer has employment or business relationship.

Name of Officer

4. This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIO as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

Yes No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

Yes No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

Yes No

D. Describe each employment or business relationship with the local government officer named in this section.



Signature of person doing business with the governmental entity

3/28/23

Date

Appendix D – No Intent to Submit Proposal

If your firm has chosen **not** to submit a proposal for this procurement, please complete this form and submit to:

Town of Cross Roads
Town Secretary
3201 US 380, Suite 105
Cross Roads, Texas 76227

Please check all items that apply:

- | | |
|---|---|
| <input type="checkbox"/> Do not sell the item(s) required | <input type="checkbox"/> Cannot provide Insurance required |
| <input type="checkbox"/> Cannot be competitive | <input type="checkbox"/> Cannot provide Bonding required |
| <input type="checkbox"/> Cannot meet specifications highlighted in the attached request | <input type="checkbox"/> Cannot comply with Indemnification requirement |
| <input type="checkbox"/> Job too large | <input type="checkbox"/> Job too small |
| <input type="checkbox"/> Do not wish to do business with the Town of Cross Roads | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Cannot submit electronically | |

Company Name (Please print): _____

Authorized Officer Name (Please print): _____

Telephone: (____) _____ Fax: (____) _____

Appendix E

Wrecker Company Information Sheet

Date: 03 / 28 / 2023

Wrecker Service Name: All American Towing & Recovery

Certificate Number for Commercial Carrier Tow Truck: 006513846C

Certificate Number for Vehicle Storage Facility: 0658545VSF

Address: 561 Blackjack Rd E Town/State/Zip: Aubrey, TX 76258

Distance From Town Limits of Cross Roads: 6.7 miles

Business Phone: 940-627-2800 Fax: N/A

Email/Web Address: Dispatch@allamericantowingtx.com / Allamericantowingtx.com

Wrecker Service Owner: Michael Phillips

Address: 510 N Hardeman Cir Town/State/Zip: Justin, TX 76247

Phone: 940-627-2800 Cell: 940-703-1679

Texas Driver's License Number: 34425089

Tow Trucks To Be Operated Under This AGREEMENT:

License Plate: T4910K State: TX VIN: 1FDWF6DC3NDF06269

License Plate: K106515 State: TX VIN: 1NPXX4EXXHD421132

License Plate: T4303K State: TX VIN: 1HTEUMMLXMH394056

License Plate: T4312K State: TX VIN: 1FDUF4GNED06533

License Plate: T4313K State: TX VIN: 1FDUF5GTXNDA14948

*Please attached for remaining

Truck	Type	Year	Make	VIN	Tow Plate
#53 Heavy Duty Wrecker	Wrecker	2017	Peterbilt	1NPXX4EXXHD421132	0893T
#61 Heavy Duty Wecker	Wrecker	2021	Kenworth	1NKWX4TX6MR452850	1005T
#63 12k lb Flatbed	Flat Bed	2021	International	1HTEUMMLXMH394056	T4303K
#64 10k lb Flatbed	Flat Bed	2021	Ford	1FDUFGTXMDA00868	T4304K
#66 Medium Duty	Wrecker	2019	International	1HTEUTAN2KH562995	R631146
#67 12k lb Flatbed	Flat Bed	2022	Ford	1FDWX6DC6NDF07820	T4309K
#68 12k lb Flatbed	Flat Bed	2022	Ford	1FDWF6DC3NDF06269	T4310K
#69 AutoLoader	Wrecker	2022	Ford	1FDUF4GNED06533	T4312K
#70 Heavy Duty Wrecker	Wrecker	2020	Peterbilt	1NPXL49XXLD637397	1025T
#71 12k lb Flatbed	Flatbed	2022	Ford	1FDUF5GTXNDA14948	T4313K
#72 Heavy Duty Wrecker	Wrecker	2020	Kenworth	1NKZL49X7LJ384085	1058T
#75 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5GT4NDA19983	T4316K
#76 10k lb Flatbed	Flatbed	2022	Ford	1FDUF5HT3NDA19990	T4317K
R1 Heavy Duty Rotator	Wrecker	2011	Kenworth	1NKDX4EX2BJ247381	T7874J







COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
April 17, 2023

Agenda Item:

Consider approval of a resolution adopting the Denton County Hazard Mitigation Plan as required by the Federal Disaster Mitigation Act of 2000 and the Federal Emergency Management Agency (FEMA).

Prepared by:

Kristi Gilbert, Town Administrator

Description:

In 2014, Denton County and the participating jurisdictions prepared the Denton County, Texas Multi-Hazard Mitigation Action Plan. That plan was to update the previous hazard mitigation action plan that was adopted by Denton County and participating municipalities in 2011.

The Disaster Mitigation Act requires that hazard mitigation plans be reviewed and revised every five years to maintain eligibility for Hazard Mitigation Assistance (HMA) grant funding. FEMA approved the Denton County Hazard Mitigation Action Plan (HMAP) in 2016. The County began the process of updating the plan prior to its expiration. Denton County, in coordination with all participating jurisdictions, contracted with H2O Partners, Inc. to write and develop the 2023 HMAP Update in order to reestablish eligibility for HMA grant funding.

The below link provides access to the entire document which is over 1,100 pages. Attached, for reference, are the Previous Actions and Mitigation Actions portion of the plan related to Cross Roads.

Recommended Action:

Staff recommends approval.

Attachments:

Resolution

[Full Denton County Hazard Mitigation Plan](#)

Cross Roads Previous Actions (Part of Section 18)

Cross Roads Mitigation Actions (Part of Section 19)

**TOWN OF CROSS ROADS
RESOLUTION NO. 2023-_____**

**A RESOLUTION OF THE TOWN OF CROSS ROADS, TEXAS,
APPROVING THE DENTON COUNTY HAZARD MITIGATION PLAN;
AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, natural hazards in the Town of Cross Roads area historically have caused significant disasters with losses of life and property and natural resources damage; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 and Federal Emergency Management Agency (FEMA) require communities to adopt a hazard mitigation action plan to be eligible for the full range of pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, FEMA requires that communities update hazard mitigation action plans every five years in order to be eligible for the full range of pre-disaster and post-disaster federal funding for mitigation purposes; and

WHEREAS, the Town of Cross Roads has assessed the community's potential risks and hazards and is committed to planning for a sustainable community and reducing the long-term consequences of natural and man-caused hazards; and

WHEREAS, the Denton County Hazard Mitigation Plan outlines a mitigation vision, goals and objectives; assesses risk from a range of hazards; and identifies risk reduction strategies and actions for hazards that threaten the community.

NOW THEREFORE BE IT RESOLVED THAT:

1. The Denton County Hazard Mitigation Plan is approved in its entirety;
2. The Town of Cross Roads will pursue available funding opportunities for implementation of the proposals designated therein, and will, upon receipt of such funding or other necessary resources, seek to implement the actions contained in the mitigation strategies;
3. The Town of Cross Roads vests with the Mayor the responsibility, authority, and means to inform all parties of this action; assure that the Hazard Mitigation Plan will be reviewed at least annually; and that any needed adjustments will be presented to the Town Council for consideration; and
4. The Town of Cross Roads to take such other action as may be reasonably necessary to carry out the objectives of the Plan and report on progress as required by FEMA and the Texas Division of Emergency Management (TDEM).

DULY ADOPTED by the Town Council of the Town of Cross Roads, Texas, on **the 17th day of April, 2023.**

TOWN OF CROSS ROADS, TEXAS

T. Lynn Tompkins, Jr., Mayor

ATTEST

Donna Butler, Town Secretary

APPROVED AS TO FORM

Matthew C.G. Boyle, Town Attorney

SECTION 18: PREVIOUS ACTIONS

TOWN OF CROSS ROADS

Town of Cross Roads– Action #1	
Proposed Action:	Develop and implement a comprehensive public education program that will inform the public on resources to mitigate the impacts of each identified hazard.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Educate public on risks, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Tornado, Wildfire, Extreme Heat, High Winds, Flooding, Drought, Winter Storms, Hail, Lightning, Dam Failure, Expansive Soils, Earthquake
Effect on new/existing buildings:	None
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$10,000
Potential Funding Sources:	HMGP, General Fund, Local Grants, In-kind
Lead Agency/Department Responsible:	Planning
Implementation Schedule:	12-18 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Completed and Defer to Plan Update. Improved website, new contract with Little Elm FD for fire protection services.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #2	
Proposed Action:	Provide rebates for Crossroads residents in a local Safe Room Rebate Program.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce or eliminate loss of life and property damage resulting from severe weather events. Protect existing and new properties from effects of natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Tornado, High Winds
Effect on new/existing buildings:	Provides residents of existing building better access to safe shelters during severe weather. Provides safe shelter in new building during severe weather.
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$135,000
Potential Funding Sources:	HMGP, Resident Match, Local Grants, FEMA
Lead Agency/Department Responsible:	Public Works
Implementation Schedule:	12-24 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #3	
Proposed Action:	Develop and implement community wildfire protection program.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce or eliminate loss of life and property damage resulting from severe weather events. Protect existing and new properties from the effect of natural hazards. Educate the public on risk, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Wildland Fire
Effect on new/existing buildings:	Provide for wildland fire protection to old/new buildings through a buffer zone
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$10,000
Potential Funding Sources:	HMGP, General Fund, Texas Forest Services, Local Grants, in-kind
Lead Agency/Department Responsible:	Fire Marshal
Implementation Schedule:	18-36 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #4	
Proposed Action:	Develop and implement a drought contingency program.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce or eliminate loss of life and property damage resulting from severe weather events. Protect existing and new properties from the effect of natural hazards. Educate the public on risk, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Extreme Heat, Drought, Expansive Soils
Effect on new/existing buildings:	None
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$5,000
Potential Funding Sources:	HMGP, General Fund, Local Grants, in-kind
Lead Agency/Department Responsible:	Public Works
Implementation Schedule:	24-36 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #5	
Proposed Action:	Coordinate with USACE and County on Lake Ray Roberts Inundation maps and Dam Breach Emergency Action Plan.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Protect existing and new properties from the effect of natural hazards. Conduct a hazard/vulnerability assessment of personal properties and structures located in flood zones. Educate the public on risk, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flooding, Dam Failure
Effect on new/existing buildings:	None
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$5,000
Potential Funding Sources:	USACE, HMGP, General Fund, Local Grants, FEMA, USDA, NFIP, in-kind
Lead Agency/Department Responsible:	Public Works
Implementation Schedule:	12-48 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update. Update department responsible as Town does not have Public Works Department.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #6	
Proposed Action:	Develop and implement program to purchase and distribute NOAA Hazard radio to citizens.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce or eliminate loss of life and property damage resulting from severe weather events. Educate the public on risks, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Tornado, Wildfire, Extreme Heat, High Winds, Flooding, Drought, Winter Storm, Hail, Lightning, Dam Failure, Earthquake
Effect on new/existing buildings:	None
Priority (High, Moderate, Low):	Medium
Estimated Cost:	\$15,000
Potential Funding Sources:	HMGP, General Fund, Partial payment by receiving party, Local Grants, in-kind
Lead Agency/Department Responsible:	Planning Department
Implementation Schedule:	18-36 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update. Need to look at Little Elm FD policy and incorporate.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #7	
Proposed Action:	Hire Consultant to complete new inundation studies of all high and moderate hazard dams.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Protect existing and new properties from the effects of all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood
Effect on new/existing buildings:	None
Priority (High, Moderate, Low):	High
Estimated Cost:	\$75,000
Potential Funding Sources:	HMGP, Water Shed Authorities, Dam Sponsors, Local Sponsors, In-Kind
Lead Agency/Department Responsible:	Planning and Zoning
Implementation Schedule:	12-18 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update. In-progress. Identified and working on engineering to reduce likelihood of flooding in Oak Shores neighborhood that can restrict access.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #8	
Proposed Action:	Conduct earthquake assessment study to determine potential for earthquake to affect public facilities and utilities.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Educate the public on actions they can take to prevent or reduce the loss of life or property from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Earthquake
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Low
Estimated Cost:	\$20,000
Potential Funding Sources:	HMGP, Local Funds
Lead Agency/Department Responsible:	Public Works
Implementation Schedule:	6-18 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update.

SECTION 18: PREVIOUS ACTIONS

Town of Cross Roads– Action #9	
Proposed Action:	Conduct a soil analysis to determine the scope, impact, and extent of expansive soils.
BACKGROUND INFORMATION	
Site and Location:	Town-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Educate the public on risks, threats, and vulnerability from all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Not reflected in previous plan

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Expansive Soils
Effect on new/existing buildings:	Study would identify existing construction most at risk for expansive soil damage. Study would be used to identify undeveloped areas at risk for expansive soil damage for real estate disclosure.
Priority (High, Moderate, Low):	Low
Estimated Cost:	TBD
Potential Funding Sources:	Federal Grants, State Grants, Local Funds
Lead Agency/Department Responsible:	Emergency Management, Public Works
Implementation Schedule:	12-18 months
Incorporation into Existing Plans:	Not reflected in previous plan

2022 ANALYSIS:
Defer to Plan Update.

SECTION 19: MITIGATION ACTIONS

TOWN OF CROSS ROADS

Town of Cross Roads – Action #1	
Proposed Action:	Build safe room shelters throughout jurisdiction to include community centers and/or manufactured home parks so that all park residents can reach shelter in less than five minutes.
BACKGROUND INFORMATION	
Site and Location:	Community-wide critical facilities
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk to citizens by providing shelter in high risk areas during extreme weather events.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Thunderstorm Winds, Tornado
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	High
Estimated Cost:	\$1,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Planning Department
Implementation Schedule:	Within 36 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #2	
Proposed Action:	Harden/retrofit police station to act as evacuation center and/or EOC.
BACKGROUND INFORMATION	
Site and Location:	Police Station - 1401 FM424
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce damages at critical facility. Ensure continuity of critical services during and after a severe storm event. Reduce risk of injury to residents, critical and emergency response personnel.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Earthquake, Extreme Heat, Flood, Hail, Thunderstorm Winds, Lightning, Wildfire, Winter Storm, Tornado
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$500,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Planning Department
Implementation Schedule:	Within 24-36 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects infrastructure, reduces cost of reparation, and prevents injury to residents.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #3	
Proposed Action:	Acquire and install generators with hard wired quick connections at all critical facilities
BACKGROUND INFORMATION	
Site and Location:	Community-wide critical facilities
Risk Reduction Benefit (Current Cost/Losses Avoided):	Provide power for critical facilities during power outages and ensure continuity of critical services.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Drought, Earthquake, Extreme Heat, Flood, Hail, Thunderstorm Winds, Lightning, Wildfire, Winter Storm, Tornado
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Energy (Power/Fuel)
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	High
Estimated Cost:	\$500,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Planning Department
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Helps ensure critical facilities continue to provide services during a power outage caused by unforeseen events.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #4	
Proposed Action:	Drainage improvements: Increase drainage capacity; add stormwater detention and/or retention basins, box-culverts, etc. as deemed necessary to reduce flood risk.
BACKGROUND INFORMATION	
Site and Location:	Community-wide, including but not limited to: Oak Shores sub-division and through to Lake Lewisville area.
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce flood risk through improved drainage capacity; Reduce risk of damages and injuries. Reduce emergency response demands.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructure
Priority (High, Moderate, Low):	High
Estimated Cost:	\$5,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 12-60 months of plan adoption
Incorporation into Existing Plans:	Drainage Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects communities and reduces risk of flooding.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #5	
Proposed Action:	Evaluate bridges and access roads conditions for response vehicles. Develop and implement options to improve access and/or add redundant access routes in high-risk areas.
BACKGROUND INFORMATION	
Site and Location:	Community-wide, including but not limited to bridge access on Historic Rd.
Risk Reduction Benefit (Current Cost/Losses Avoided):	Improve response time for emergency services; Reduce risk of injury or damages. Provide additional ingress/egress routes through high-risk areas to prevent loss of life and avoid rescue efforts
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood, Wildfire, Tornado
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructure
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$1,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 24-36 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects infrastructure, reduces cost of reparation, and prevents injury to residents.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #6	
Proposed Action:	Adopt and implement a program for clearing debris from bridges, drains, and culverts.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce flood risk through improved drainage capacity. Reduce risk of damages and injury to vulnerable populations.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Local Plans and Regulations

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood, Thunderstorm Winds, Tornado
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructures
Priority (High, Moderate, Low):	High
Estimated Cost:	\$100,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Administration
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Drainage Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects communities and reduces risk of flooding.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #7	
Proposed Action:	Adopt and implement a routine tree trimming program that clears tree limbs near power lines and/or hanging in right-of-way; Remove dead trees from right-of-way and drainage systems on a scheduled basis.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce damages to infrastructure; Ensure continuity of services during and after event; Reduce damages associated with power outages; Reduce risk of injuries or fatalities to vulnerable populations
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood, Thunderstorm Winds, Hail, Lightning, Tornado, Winter Storm, Wildfire
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security, Energy (Power/Fuel)
Effect on new/existing buildings:	Reduce risk to new and existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$100,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Administration
Implementation Schedule:	Within 24 months of plan adoption
Incorporation into Existing Plans:	Maintenance Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects communities and reduces risk of flooding.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #8	
Proposed Action:	Bury existing utility lines. Require standards for burial of electrical, telephone, cable lines and other utilities in new developments.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce damages to infrastructure; Ensure continuity of services during and after event; Reduce damages associated with power outages; Reduce risk of injuries or fatalities to vulnerable populations
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure Local Plans and Regulations

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood, Thunderstorm Winds, Hail, Lightning, Tornado, Winter Storm, Wildfire
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security, Energy (Power/Fuel)
Effect on new/existing buildings:	Reduce risk to new and existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$10,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 24-60 months of plan adoption
Incorporation into Existing Plans:	Capital Improvement Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects infrastructure, reduces cost of reparation, and prevents injury to residents.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #9	
Proposed Action:	Implement ordinance and upgrade critical facilities to include drought mitigation measures and expansive soils protection such as greywater reuse systems, drought tolerant landscaping.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce damages at critical facilities. Reduce risk to vulnerable populations during drought restriction ensuring access to potable water.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Local Plans and Regulations Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Drought
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$100,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Administration
Implementation Schedule:	Within 24-60 months of plan adoption
Incorporation into Existing Plans:	Emergency Response Plan; Local Ordinance

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #10	
Proposed Action:	Identify flood prone and repetitive loss properties and implement mitigation actions to reduce or eliminate flooding at identified properties including elevation of properties and other alternative flood mitigation measures. Provide how-to information to residents for installing backflow valves to prevent reverse-flow floods.
BACKGROUND INFORMATION	
Site and Location:	Community-wide high flood risk properties and repetitive loss properties.
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of damages or injuries through flood mitigation at high-risk structures; Reduce the need for emergency response in high-risk areas; Reduce repetitive flood losses/claims; Reduce community recovery efforts and costs.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$1,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Administration
Implementation Schedule:	Within 24-60 months of plan adoption
Incorporation into Existing Plans:	Floodplain Management Plan

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #11	
Proposed Action:	Develop a land acquisition program in flood hazard areas. Acquire and demolish repetitive loss properties. Acquire high risk vacant land and maintain as open space.
BACKGROUND INFORMATION	
Site and Location:	Community-wide flood risk areas
Risk Reduction Benefit (Current Cost/Losses Avoided):	Eliminate risk of flood damages to high risk structures and prevent future losses in high risk flood hazard areas; Reduce downstream impacts associated with development in the floodplain; Reduce risk of injuries to citizens; Reduce burden on emergency services during and after a flood event
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Structure and Infrastructure Natural Systems Protection (vacant land)

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$1,000,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works / Administration
Implementation Schedule:	Within 24-60 months of plan adoption
Incorporation into Existing Plans:	Floodplain Management Plan

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #12	
Proposed Action:	Develop and implement public education program utilizing media, social media, bulletins, flyers, etc. to educate citizens of hazards that can threaten the area and mitigation measures to reduce injuries, fatalities, and property damages.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Promote hazard awareness and protect citizens from potential injuries and damages.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Earthquake, Expansive Soils, Extreme Heat, Flood, Hail, Thunderstorm Winds, Lightning, Tornado, Wildfire, Winter Storm
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Communication
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$10,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Planning Department / Little Elm Fire Department
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Promotes public safety.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #13	
Proposed Action:	Provide rebate and/or incentive program for individual safe rooms in single-family residences.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk to citizens by providing in home saferooms in high-risk areas during extreme weather events.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Local Plans and Regulation Structure and Infrastructure

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Tornado, Thunderstorm Winds
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$135,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Local Codes and Ordinances; Emergency Management Plan

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #14	
Proposed Action:	Develop and implement community wildfire protection program.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of damages, injuries, and fatalities.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Local Plans and Regulations

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Wildfire
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$10,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Fire Marshal
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Local Codes and Ordinances

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #15	
Proposed Action:	Develop water conservation strategies and/or regulations for implementation during droughts.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of property damages, injuries, and fatalities.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Local Plans and Regulations

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Drought, Expansive Soils, Extreme Heat
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$5,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 24-36 months of plan adoptions
Incorporation into Existing Plans:	Local Plans and Ordinances

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #16	
Proposed Action:	Coordinate with USACE and County on Lake Ray Roberts Inundation maps and Dam Breach Emergency Action Plan.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of damages and injuries. Conduct studies to determine hazard and vulnerability threat assessment for all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Flood
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructures
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$5,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 12-48 months of plan adoption
Incorporation into Existing Plans:	Drainage Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Protects communities and reduces risk of flooding.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #17	
Proposed Action:	Acquire and distribute NOAA weather radios.
BACKGROUND INFORMATION	
Site and Location:	Community-wide, especially to vulnerable populations
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk to citizens and vulnerable populations through improved communication and early warning.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Expansive Soils, Earthquake, Extreme Heat, Flood, Hail, Thunderstorm Winds, Lightning, Tornado, Wildfire, Winter Storm
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Communication
Effect on new/existing buildings:	N/A
Priority (High, Moderate, Low):	Moderate
Estimated Cost:	\$15,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Planning Department
Implementation Schedule:	Within 12-36 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan

COMMENTS:
NFIP & WHY MITIGATION ACTION IS APPROPRIATE:
Promotes public safety.

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #18	
Proposed Action:	Conduct earthquake study to assess potential for earthquakes and their impacts.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of damages and injuries. Conduct studies to determine hazard and vulnerability threat assessment for all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Earthquake
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructures
Priority (High, Moderate, Low):	Low
Estimated Cost:	\$20,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan; Capital Improvement Plan

COMMENTS:

SECTION 19: MITIGATION ACTIONS

Town of Cross Roads – Action #19	
Proposed Action:	Conduct soil analysis to determine the scope, impact, and extent of expansive soils.
BACKGROUND INFORMATION	
Site and Location:	Community-wide
Risk Reduction Benefit (Current Cost/Losses Avoided):	Reduce risk of damages and injuries. Conduct studies to determine hazard and vulnerability threat assessment for all natural hazards.
Type of Action: (Local Plans and Regulations, Structure and Infrastructure Projects, Natural Systems Protection, or Education and Awareness)	Education and Awareness

MITIGATION ACTION DETAILS	
Hazard(s) Addressed:	Expansive Soils
Community Lifeline (Safety/Security, Health/Medical, Energy (Power/Fuel), Communication):	Safety/Security
Effect on new/existing buildings:	Reduce risk to new and existing structures and infrastructures
Priority (High, Moderate, Low):	Low
Estimated Cost:	\$20,000
Potential Funding Sources:	Local Funds, State and Federal Grants
Lead Agency/Department Responsible:	Town of Cross Roads Public Works
Implementation Schedule:	Within 12-24 months of plan adoption
Incorporation into Existing Plans:	Emergency Management Plan; Capital Improvement Plan

COMMENTS:



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

April 17, 2023

Agenda Item:

Consider approval of an Interlocal Cooperative Agreement with Denton County for Share Governance Communications and Dispatch Services and authorize the Mayor to execute the same.

Prepared by:

Shaun Short, Chief of Police

Description:

Staff is requesting the authorization of an interlocal cooperative agreement with Denton County to provide telecommunication and dispatch services to the Town of Cross Roads Police Department. The attached agreement is for the FY 2024 fiscal year in the amount of \$27,942. This is an increase \$5,386 over the FY 2023 amount of \$22,556. A portion of the increase is due to the fact that there are more accurate reporting numbers for the Cross Roads Police Department since its inception 18 months ago. There is also an increase due to the general increase in the cost of doing business. This will be included in the FY 2024 budget.

Staff Recommended Action:

Staff recommends approval of the interlocal agreement.

Attachments:

Interlocal Agreement – Denton County

STATE OF TEXAS §
 §
COUNTY OF DENTON §

**INTERLOCAL COOPERATION AGREEMENT FOR
SHARED GOVERNANCE COMMUNICATIONS & DISPATCH SERVICES SYSTEM**

This Interlocal Cooperation Agreement for Shared Governance Communications and Dispatch Services System, hereinafter referred to as "Agreement", is made by and between Denton County, a political subdivision of the State of Texas, hereinafter referred to as the "County", and

Name of Agency: The Town of Crossroads Police Department

hereinafter referred to as "Agency".

WHEREAS, the County is a duly organized political subdivision of the State of Texas engaged in the administration of county government and related services for the benefit of the citizens of Denton County, Texas; and

WHEREAS, the Agency is duly organized and operating under the laws of the State of Texas engaged in the provision of municipal government and/or related services for the benefit of the citizens of Agency; and

WHEREAS, parties agree that the utilization of combined communications and dispatch services system will be in the best interests of both the County and the Agency,

WHEREAS, the County and the Agency mutually desire to be subject to the provisions of the Interlocal Cooperation Act of the V.T.C.A. Government Code, Chapter 791; and

NOW THEREFORE, the County and the Agency, for the mutual consideration hereinafter stated, agree and understand as follows:

1. **PURPOSE.** The Denton County Sheriff ("Sheriff") has the facilities to provide emergency telecommunications and dispatch services throughout Denton County. The Agency wishes to utilize the Sheriff's available telecommunications and dispatch services ("Services") during the term of this agreement.

2. **ADVISORY BOARD.** The Denton County Sheriff's Office will establish an Advisory Board for the Shared Governance Communication and Dispatch System "Advisory Board". The membership of the board shall be the Chief of each Agency, or designee. The Advisory Board may advise and make recommendations to the Sheriff and the Sheriff's Office on matters relating to the Communications Center, as well as the recommendations for the Annual Agency Workload and Cost Statistics, within the limitations set forth in paragraph 6.1, herein.

3. **TERM OF AGREEMENT.** The initial term of this Agreement shall be for a one year period beginning **October 1, 2023** and ending on **September 30, 2024**.

4. **TERMINATION OF AGREEMENT.** Either party may terminate this agreement, with or without cause, after providing ninety (90) days written notice to the other party.

5. **ANNUAL SERVICE FEE.** Each Agency shall pay to the County a fee for services based on the workload generated by the Agency.

- 5.1. Agency shall pay to County the Total Amount on ***Exhibit "A"***.
- 5.2. The Agency shall complete ***Exhibit "A"***, Agency Payment Worksheet, to identify the payment terms preferred by Agency. Agency is responsible for sending payments to County
- 5.3. The fee for service will be based on the pro rata share of the workload generated by the Agency.
- 5.4. County agrees to provide Agency a proposed service fees for the next budget/fiscal year as agreed by the parties.
- 5.5. If this Agreement is terminated prior to the expiration of the term of the Agreement, payment shall be pro-rated by written agreement between the parties.
- 5.6. Dispatch costs for the upcoming fiscal year are calculated utilizing 50% of the approved Communications Budget for the current fiscal year and agency workload statistics from the previous fiscal year.

Agency workload percentages are calculated by:

- 5.6.1. Determining the agency's percentage of total Calls For Service (CFS)
- 5.6.2. Determining the agency's percentage of total Officer Initiated Activity (OIA)
- 5.6.3. Averaging the values from # 5.6.1 & # 5.6.2
- 5.6.4. Determining the percentage of OIA that is Mobile Data Computer (MDC) activity
- 5.6.5. Determining agency OIA that is not MDC Activity
- 5.6.6. Determining adjusted percentage of OIA that is MDC activity by dividing value of # 5.6.5 by total OIA
- 5.6.7. Determining agency CFS that are public requests by subtracting agency assists or mutual aid calls from the agency's CFS
- 5.6.8. Determining adjusted percentage of total CFS that are public requests by dividing value of # 5.6.7 by total CFS
- 5.6.9. Determining agency workload percentage by calculating average of # 5.6.6 and # 5.6.8
- 5.6.10. Determining agency final cost by workload by multiplying value of # 5.6.9 against 50% of the approved Communications budget

6. **COUNTY SERVICES AND RESPONSIBILITIES.** The County agrees to provide the following services and responsibilities:

6.1 The Sheriff shall have the sole discretion as to the method of providing the Services including, but not limited to the order of response to calls, and shall be the sole judge as to the most expeditious and effective manner of handling and responding to calls for service or the rendering thereof. The Sheriff shall have the sole discretion as to the method and final decision regarding the annual workload and cost statistics. The Sheriff will devote sufficient time to insure the performance of all duties and obligations set forth herein.

6.2 County shall furnish full-time communications services including a twenty-four (24) hours a day, seven (7) days a week public safety answering point, radio services, dispatching services, or law enforcement transmission originating from AGENCY requesting law enforcement and fire

protection services and access to local, regional, state, and national data bases and telecommunications systems.

- 6.3 The services provided by County include the following:
 - 6.3.1 twenty-four (24) hours a day, seven (7) days a week public safety answering point;
 - 6.3.2 receiving emergency and routine calls for law enforcement, fire, and medical services;
 - 6.3.3 directing a response to said calls by dispatching the appropriate law enforcement, fire, and medical services;
 - 6.3.4 providing on-going communication support to the emergency personnel in the field; and
 - 6.3.5 updating, maintaining, and managing the County owned radio communications system, computer systems, support files, and resource materials necessary to accomplish the above.

6.4 County may add new Agencies not currently served by Denton County at the discretion of Denton County and the Denton County Sheriff's Office.

7. **AGENCY RESPONSIBILITIES.** The Agency agrees to the following responsibilities:

- 7.1 Providing accurate current GIS data of the corporate limits and extraterritorial jurisdiction of the Agency.
- 7.2 Furnish County with a current list of all Officers and Reserves authorized by Agency to use the communications system.
- 7.3 Agency is responsible for the costs and upgrades associated with maintaining Agency's communication equipment.
- 7.4 Agency agrees to abide by all laws of the United States and the State of Texas and all present or hereafter approved rules, policies and procedures of TLETS, NLETS, TCIC, NCIC and any other system now or in the future associated with TLETS concerning the collection, storage, processing, retrieval, dissemination and exchange of information for criminal justice purposes
- 7.5 Adherence to all Sheriff's Office communications rules and regulations.
- 7.6 Agency agrees to provide all necessary and required TLETS paperwork. See ***Exhibit "B"***.
- 7.7 Appoint representative and agree to participate in the Advisory Board.
- 7.8 Agency is responsible for sending payments to County as more fully described in ***Exhibit "A"*** to this Agreement.

8. **AGREEMENT.** The parties acknowledge they have read and understand and intend to be bound by the terms and conditions of this Agreement. This Agreement contains the entire understanding between the parties concerning the subject matter hereof. No prior understandings, whether verbal or written, between the parties or their agents are enforceable unless included in writing in this agreement. This Agreement may be amended only by written instrument signed by both parties.

9. **AGREEMENT LIASONS.** Each party to this agreement shall designate a Liaison to insure the performance of all duties and obligations of the parties. The Liaison for each party shall devote sufficient time and attention to the execution of said duties on behalf of the Party to ensure full compliance with the terms and conditions of this Agreement.

10. ASSIGNMENT. Neither party shall assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this Agreement without the prior written permission of the other party to this Agreement.

11. AGENCY LIABILITY. The Agency understands and agrees that the Agency, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of the County. The Agency shall not be required to indemnify nor defend County for any liability arising out of the wrongful acts of employees or agents of County to the extent allowed by Texas law.

12. COUNTY LIABILITY. The County understands and agrees that the County, its employees, servants, agents, and representatives shall at no time represent themselves to be employees, servants, agents, and/or representatives of the Agency. The County shall not be required to indemnify nor defend Agency for any liability arising out of the wrongful acts of employees or agents of Agency to the extent allowed by Texas law.

13. DISPUTES/RECOURSE. County and Agency agree that any disputes or disagreements that may arise which are not resolved at the staff level by the parties should be referred to the Appointed Liaisons for each entity. Any further disputes arising from the failure of either Agency or County to perform and/or agree on proportionate reduction in fees shall be submitted to mediation, with the parties splitting the mediation fees equally. It is further agreed and understood that the scope of matters to be submitted to dispute mediation as referenced above is limited to disputes concerning sufficiency of performance and duty to pay or entitlement, if any, to any reduced fee or compensation. Any other disputes or conflicts involving damages or claimed remedies outside the scope of sufficiency of performance and compensation adjustment shall be referred to a court of competent jurisdiction in Denton County, Texas.

14. EXHIBITS. Attached hereto, and referred to elsewhere in this Agreement are the following Exhibits, which are hereby incorporated by reference.

Exhibit A	Agency Payment Worksheet
Exhibit B	TEXAS LAW ENFORCEMENT TELECOMMUNICATION SYSTEM (TLETS) NON - TWENTY-FOUR HOUR TERMINAL AGENCY AGREEMENT

15. MULTIPLE ORIGINALS. It is understood and agreed that this Agreement may be executed in a number of identical counterparts, each of which shall be deemed an original for all purposes.

16. NOTICES. All notices, demands or other writings may be delivered by either party by U.S. First Class Mail or by other reliable courier to the parties at the following addresses:

County:	1	Denton County Judge Denton County Commissioners Court 1 Courthouse Drive, Ste 3100 Denton, Texas 76208
	2	Denton County Sheriff Denton County Sheriff's Office 127 N. Woodrow Lane Denton, Texas 76205
	3	Assistant District Attorney Counsel to the Sheriff 127 N. Woodrow Lane Denton, Texas 76205

Name of Agency:	The Town of Crossroads Police Department
Contact Person	Chief Shaun Short
Address	1401 FM 424
City, State, Zip	Crossroads, TX 76227
Telephone	940-441-4226
Email	s.short@crossroadstx.gov

17. SEVERABILITY. The validity of this Agreement and/or any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. Further, this Agreement shall be performed and all compensation payable in Denton County, Texas. In the event that any portion of this Agreement shall be found to be contrary to law, it is the intent of the parties hereto that the remaining portions shall remain valid and in full force and effect to the extent possible.

18. THIRD PARTY. This Agreement is made for the express purpose of providing communications and dispatch services, which both parties recognize to be a governmental function. Except as provided in this Agreement, neither party assumes any liability beyond that provided by law. This Agreement is not intended to create any liability for the benefit of third parties.

19. VENUE. This agreement will be governed and construed according to the laws of the State of Texas. This agreement shall be performed in Denton County, Texas.

20. WAIVER. The failure of County or Agency to insist upon the performance of any term or provision of this Agreement or to exercise or enforce any right herein conferred, or the waiver of a breach of any provision of this Agreement by either party, shall not be construed as a waiver or relinquishment to any extent of either party's right to assert or rely upon any such term or right, or future breach of such provision, on any future occasion.

21. AUTHORIZED OFFICIALS. Each party has the full power and authority to enter into and perform this Agreement. The persons executing this Agreement represent they have been properly authorized to sign on behalf of their governmental entity.

22. CURRENT FUNDS. All payments made by Agency to County pursuant to this Agreement shall be from current revenues available to Agency.

23. DISPATCH & COMMUNICATION RECORDS. The parties acknowledge that the Denton County Sheriff's Office may release dispatch and communication records of Agency pursuant to the Texas Public Information Act until such a time that the parties agree to transfer such responsibility to Agency.

DENTON COUNTY, TEXAS

AGENCY

Andy Eads, County Judge
Denton County Commissioners Court
1 Courthouse Drive, Ste 3100
Denton, Texas 76208
(940)349-2820

Shaun Short, Police Chief

The Town of Crossroads Police Department

1401 FM 424

Crossroads, TX 76227

(940)441-4226

EXECUTED duplicate originals on this

EXECUTED duplicate originals on this

Date: _____

Date: _____

Approved as to content:

Approved as to content:

Denton County Sheriff's Office

Agency

Approved as to form:

Approved as to form:

Assistant District Attorney
Counsel to the Sheriff

Attorney for Agency

Exhibit A

2023-24 Budget Year
Denton County Sheriff's Office
Communications Agreement
Agency Payment Worksheet/Invoice

<p align="center">Agency:</p> <p>Payment Contact Person:</p> <p>Phone Number:</p> <p>Email(s):</p> <p>Address:</p> <p>City, State, Zip</p> <p>AGENCY TOTAL AMOUNT DUE</p>	<p>The Town of Crossroads</p> <p>Police Department</p>
	Chief Short and/or K. Gilbert
	940-441-4226
	s.short@crossroadstx.gov and/or k.gilbert@crossroadstx.gov
	1401 FM 424
	Crossroads, TX 76227
	\$ 27,942.00

Agency Should Include this Worksheet with Each Payment Sent to Denton County.

Make checks payable to:	Denton County
Mail payments to:	<p>911 Dispatch Agreement Payments Denton County Sheriff's Office Attn: Sherry Cochran 127 N. Woodrow Lane Denton, Texas 76205</p>

<p>Payment Plan Options</p> <p><u>Agency MUST</u> <u>Select One</u> <u>Payment Option</u></p>	1	One Annual Payment (100%)
	2	Two Payments (50%)
	3	Four Payments (25%)
	4	Twelve Monthly Payments
	5	Other Payment Option

Exhibit B

TEXAS LAW ENFORCEMENT TELECOMMUNICATION SYSTEM (TLETS)
NON - TWENTY-FOUR HOUR TERMINAL AGENCY AGREEMENT 2023-2024

Twenty-Four Hour Terminal Agency	DENTON COUNTY SHERIFF’S OFFICE
Non Twenty-Four Hour Terminal Agency	The Town of Crossroads Police Department

This document constitutes an agreement between the following parties:

The Twenty-Four Hour Terminal Agency agrees to make entries into the Texas Crime Information Center (TCIC) and the National Crime Information Center (NCIC) computers for the Non Twenty-Four Hour Terminal Agency.

All records must be entered with the Twenty-Four Hour Agency’s ORI, and all case reports and original warrants must be held at the Twenty-Four Hour Agency for hit confirmation purposes.

The Non Twenty-Four Hour Agency agrees to abide by all laws of the United States and the State of Texas and all present or hereafter approved rules, policies and procedures of TLETS, NLETS, TCIC, NCIC and any other system now or in the future associated with TLETS concerning the collection, storage, processing, retrieval, dissemination and exchange of information for criminal justice purposes.

The Twenty-Four Hour Agency reserves the right to suspend service to the Non Twenty-Four Hour Agency which may include canceling of records entered for the Non Twenty-Four Hour Agency when applicable policies are violated. The Twenty-Four Hour Agency may reinstate service following such instances upon receipt of satisfactory assurances that such violations have been corrected.

In order to comply with NCIC policies established by the NCIC Advisory Policy Board, the Non Twenty-Four Hour Agency agrees to maintain accurate records of all TCIC/NCIC entries made through the Twenty-Four Hour Agency and to immediately notify the Twenty-Four Hour Agency of any changes in the status of those reports to include the need for cancellation, addition, deletion or modification of information. The Twenty-Four Hour Agency agrees to enter, update and remove all records for the Non Twenty-Four Hour Agency on a timely basis, as defined by NCIC.

In order to comply with NCIC Validation requirements, the Non Twenty-Four Hour Agency agrees to perform all validation procedures as required by NCIC on all records entered through the Twenty-Four Hour Agency.

Either the Twenty-Four Hour Agency or the Non Twenty-Four Hour Agency may, upon thirty days written notice, discontinue this agreement.

To the extent allowed by the laws of the State of Texas, the Non Twenty-Four Hour Agency agrees to indemnify and save harmless the Twenty-Four Hour Agency as well as the DPS, its Director and employees from and against all claims, demands, actions and suits, including but not limited to any liability for damages by reason of or arising out of any false arrests or imprisonment or any cause of the Non Twenty-Four Hour Agency or its employees in the exercise of the enjoyment of this Agreement.

In witness whereof, the parties hereto caused this agreement to be executed by the proper officers and officials.

DENTON COUNTY SHERIFF’S OFFICE

AGENCY

Signature: _____

Signature: _____

By: **Tracy Murphree**

By: **Shaun Short**

Title: **Denton County Sheriff**

Title: **Police Chief**

Date: _____

Date: _____



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:
April 17, 2023

Agenda Item:
Receive a presentation and discuss drainage requirements associated with development applications in the Town.

Prepared by:
Kristi Gilbert, Town Administrator

Description:
Staff began working on amendments to the Town's Subdivision Regulations in January of this year. An update was provided to the Council at the January retreat. It was requested that a presentation be provided by the Town Engineer to explain what the Town requires from applicants when a development application is submitted. The Town Engineer will be available to explain the process, which is the same as Denton County's, and provide an explanation of the challenges that the Town could face if the requirements are not adequately addressed by applicants.

Staff expects to provide the final Subdivision Regulations for approval no later than June.

Recommended Action:
This item is for discussion purposes only.

Attachments:
None



COUNCIL AGENDA BRIEFING SHEET

Meeting Date:

April 17, 2023

Agenda Item:

Discuss and consider approval of a resolution adopting the 2035 Strategic Plan for the Town of Cross Roads.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

On May 16, 2022, the Town Council authorized a proposal for the Vision 2035 Strategic and Comprehensive Plans prepared by Greater Yield, LLC and Mundo & Associates, Inc. The attached 2035 Comprehensive Plan was adopted by the Town Council at the March 20, 2023 Council meeting.

The attached 2035 Strategic Plan is a culmination of numerous meetings with the various boards and commissions of the Town, as well as Staff. A draft of the 2035 Strategic Plan was presented at the January 2023 Council Retreat.

In addition to the summary report, Greater Yield has also prepared Excel workbooks for each of the boards, commissions and staff groups to utilize to track their progress on each of the goals established by Council. This will also be used as a reporting tool that will be presented to Council on a regular basis.

Recommended Action:

Staff recommends approval of the 2035 Strategic Plan

Attachments:

Resolution

Proposed 2035 Strategic Plan

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, ADOPTING THE 2035 STRATEGIC PLAN.

WHEREAS, in 2021, the Town of Cross Roads engaged Greater Yield to collect data, meet with the Town Council, Staff, Board, Commissions, Committees and Cross Roads stakeholders to develop a vision and core values for the community; and

WHEREAS, the Town Council of the Town of Cross Roads adopted the Cross Roads Vision 2035 plan on October 4, 2021; and,

WHEREAS, the Cross Roads Vision 2035 plan provided for next steps to include the adoption of a strategic plan; and,

WHEREAS, on May 16, 2022, the Town Council engaged Greater Yield to prepare a strategic plan utilizing information from the Vision 2035 plan in conjunction with the Town Council, Staff, Board, Commissions, Committees and Cross Roads stakeholders; and

WHEREAS, the Town Council of the Town of Cross Roads has determined that it is in the best interest of the Town of Cross Roads and its residents to adopt the 2035 Strategic Plan.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Cross Roads, Texas ("Town"):

SECTION 1. That the Town of Cross Roads 2035 Strategic Plan, a copy of which is attached hereto as "Exhibit A," is hereby approved and adopted.

SECTION 2. That this resolution shall take effect immediately from and after its passage in accordance with the provisions of the Town of Cross Roads, and it is accordingly so resolved.

AND IT IS SO RESOLVED.

PASSED AND APPROVED on this ____ day of _____, 2023.

APPROVED:

Mayor

ATTEST:

Donna Butler, Town Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle
Town Attorney

**EXHIBIT “A”
TOWN OF CROSS ROADS, TEXAS
STATEMENT OF INVESTMENT POLICIES**

PREFACE

It is the policy of the Town of Cross Roads (hereinafter referred to as "Town") that after allowing for the anticipated cash flow requirements of the Town and giving due consideration to the safety and risks of investments, all available funds shall be invested in conformance with these legal and administrative guidelines to obtain a market rate of return.

Effective cash management is recognized as essential to good fiscal management. An active cash management and investment policy will be pursued to take advantage of investment interest as a viable and material source of revenue for Town funds. The Town's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law. The Town will invest public funds in a manner which will provide the maximum security and a market rate of return while meeting the daily cash flow demands of the Town.

The Town is required under Chapter 2256 of the Texas Government Code, also cited as the Public Funds Investment Act ("PFIA") to adopt a formal written Investment Policy for the investment of public funds. This policy serves to satisfy the statutory requirement of the PFIA to define, adopt and review a formal investment strategy and policy.

This policy is also written to satisfy the requirements of Chapter 2257 of the Texas Government Code, also cited as the Public Funds Collateral Act ("PFCA"), which requires a written policy to regulate collateralized securities held in the name of the Town.

INVESTMENT OFFICER DESIGNATION

The Town Administrator for the Town of Cross Roads is hereby authorized as Investment Officer to negotiate and execute any and all contracts and other documents as necessary to establish the Town of Cross Roads investment and financial institution accounts, with the express powers granted to enter into treasury management services agreements as necessary for account transactions, including but not limited to deposit, withdrawal, and transfer via wire and ACH.

**TOWN OF CROSS ROADS
STATEMENT OF INVESTMENT POLICIES**

TABLE OF CONTENTS

SECTION#	SECTION TITLE
1.	Purpose
2.	Investment Strategies
3.	Scope
4.	Investment Objectives
5.	Investment Responsibility
6.	Authorized Investments
7.	Diversification
8.	Authorized Financial Dealers and Institutions
9.	Investment Policies Certification
10.	Delivery Versus Payment
11.	Safekeep and Collateralization
12.	Internal Control
13.	Reporting
14.	Investment Policies Adoption and Amendment

Attachments:

- A. Glossary
- B. Certification of Business Organization Sample Form
- C. Authorized Broker/Dealers

INVESTMENT POLICIES

1. **PURPOSE.** The purpose of this Statement of Investment Policies (hereinafter referred to as "Policies") is to set forth specific investment policy and strategy guidelines for the Town in order to achieve the goals of safety, liquidity, rate of return, and public trust for all investment activities. The Town Council of the Town shall review the investment strategies and policies at least annually and approve it along with any revisions by formal resolution.

2. **INVESTMENT STRATEGIES.** The basic and underlying strategy of the Town's program is that all of the funds are earning interest. It is the responsibility and obligation of the Town to maintain a flexible approach and be prepared to modify the investment strategy as market conditions dictate. The investment strategy described is predicated on conditions as now exist and are subject to change. The investment strategy emphasizes low credit risk, diversification, and the management of maturities. The allowable investment instruments as defined in Section 6 of these Policies reflect the avoidance of credit risk. Diversification refers to dividing funds among a variety of investments offering independent returns. This strategy uses local government investment pools and other cash equivalent options to achieve liquidity targets. The management of maturities refers to structuring the maturity dates of the direct investments so that, while funds are initially invested for a longer period of time, some investments mature as cash needs require.

2.1. **The primary investment strategy and objectives** of the Town as specified in these Policies (See Section 4.) are listed below, in their order of importance:

- Safety and preservation of principal;
- Maintenance of sufficient liquidity to meet operating needs;
- A market rate of return on the investment portfolio; and
- Public trust.

2.2. **The list of investments authorized** by these Policies intentionally excludes some investments allowed by state law. The restrictions limit possible credit risk and provide the maximum measure of safety. Within the investment objectives, the investment strategy is to utilize authorized investments for maximum advantage to the Town. To increase the interest earnings for funds identified as being available for investment over longer periods of time based upon a cash requirements projection, the Town will consider the following strategies:

2.2.1. **Strategy No. 1.** Maintaining liquidity through the use of local government investment pools, money market mutual funds, and other cash equivalent options, as authorized by these Policies. An investment pool is an entity created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority match those objectives of the Town. Funds are usually available from investment pools on a next-day basis, meaning the pools have a high degree of liquidity. Because of the size and expertise of their staff, investment pools are able to prudently invest in a variety of the investment types allowed by state law. The strategy of the Town calls for the use of investment pools as a source of liquidity. Funds that may be needed on a short-term basis but that are in excess of the amount maintained at the depository bank are available for deposit in investment pools.

2.2.2. **Strategy No. 2.** Building a ladder of investments, authorized by these Policies, with staggered maturities for all or part of the longer-term investable funds. The benefits of this ladder approach include the following:

- It is straight-forward and easily understood;
- All investments remain within the approved maturity horizon;
- It will assure the Town that it will capture a reasonable portion of the yield curve; and,
- It provides predictable cash flow with scheduled maturities and reinvestment opportunities.

2.2.3. **Strategy No. 3.** Utilizing the services of an independent, third-party investment advisor on a periodic basis that would enable the Town to achieve a competitive rate of return on the funds available for longer term investment.

2.2.4. **Strategy No. 4.** The Town may maintain portfolios which utilize two specific investment strategy considerations designed to address the unique characteristics of the fund group(s) represented in the portfolios:

- Investment strategies for operating funds and pooled funds containing operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio which will experience minimal volatility during economic cycles.
- Investment strategies for special projects and capital projects funds will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity.

2.2.5. **Strategy No. 5 - Hold until Maturity.** The strategy of the Town is to maintain sufficient liquidity in its portfolio so that it does not need to sell or redeem an investment prior to maturity. Should it become necessary to sell or redeem an investment prior to maturity, where the sale proceeds are less than the current book value, the prior written consent of the Mayor must be obtained. Investments may be sold or redeemed prior to maturity by the Town Administrator at or above their book value at any time, without the consent of the Mayor.

2.2.6. **Strategy No. 6 - Pooling of Deposits and Investments.** A majority of the Town's demand deposits will be concentrated with one central or primary depository. This procedure will enhance the Town's ability to pool cash for operational efficiency and investment purposes and provide more manageable banking relationships. The Town's investment portfolio may also be pooled to augment investment strategy development and implementation. Investment pool earnings will be appropriately allocated to the various, participating Town funds.

2.2.7. **Strategy No. 7 - Primary Depository Bank Relationships.** These Policies shall further seek to maintain good primary depository bank relationships while minimizing the cost of banking services. The Town will seek to maintain a primary depository contract which will be managed to a level that minimizes the cost of the primary depository banking relationship to the Town, while allowing the Town to earn

an appropriate return on idle demand deposits. In addition, depositories not holding primary demand deposits of the Town may be eligible for secondary demand accounts or other deposit options.

2.2.8. **Strategy No. 8 - Maximizing Investable Cash Balances.** Procedures shall be established and implemented in order to maximize investible cash by decreasing the time between the actual collection and the deposit of receipts, and by the controlling of disbursements.

3. **SCOPE.** These Policies shall govern the investment of all financial assets considered to be part of the Town and includes the following funds or fund types: the General Fund, Capital Projects Fund, Special Revenue Funds, and any other funds which have been contractually delegated to the Town for management purposes. The Town may add or delete funds as may be required by law, or for proper accounting procedures. These Policies do not include funds governed by approved trust agreements, or assets administered for the benefit of the Town by outside agencies under retirement or deferred compensation programs. Additionally, bond funds (including debt service and reserve funds) are governed by bond ordinances and are subject to the provisions of the Internal Revenue Code and applicable federal regulations governing the investment of bond proceeds.

4. **INVESTMENT OBJECTIVES.** Funds of the Town shall be invested in accordance with all applicable Texas statutes, these Policies and any other approved, written administrative procedures. The four objectives of the Town's investment activities shall be as follows (in the order of priority):

4.1. **Safety of Principal.** Safety of principal invested is the foremost objective in the investment decisions of the Town. Each investment transaction shall seek to ensure the preservation of capital in the overall portfolio. The risk of loss shall be controlled by investing only in authorized investments as defined in these Policies, by qualifying the financial institutions with whom the Town will transact, and by portfolio diversification. Safety is defined as the undiminished return of the principal on the Town's investments.

4.2. **Liquidity.** The investment portfolio shall be managed to maintain liquidity to ensure that funds will be available to meet the Town's cash flow requirements and by investing in securities with active secondary markets. Investments shall be structured in such a manner as will provide the liquidity necessary to pay obligations as they become due. An investment may be liquidated prior to its stated maturity to meet unanticipated cash requirements, or to otherwise favorably adjust the Town's portfolio, in accordance with Section 2.2.5 above.

4.3. **Market Rate-of-Return (Yield).** The Town's investment portfolio shall be designed to optimize a market rate-of-return on investments consistent with risk constraints and cash flow requirements of the portfolio. The investment portfolio shall be managed in a manner which seeks to attain a market rate of return throughout budgetary and economic cycles. The Town will not attempt to consistently attain an unrealistic above market rate-of-return, as this objective will subject the overall portfolio to greater risk. Therefore, the Town's rate of return objective is secondary to those of safety and liquidity. Portfolio rate of return (yield) is defined as the weighted average yield to maturity, expressed as a percentage.

4.4. **Public Trust.** All participants in the Town's investment program shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction which might involve a conflict of interest or otherwise impair public confidence in the Town's

ability to govern effectively. All employees of the Town having either a direct or indirect role in the process of investing idle funds shall act responsibly as custodians of the public trust.

5. **INVESTMENT RESPONSIBILITY.** As provided in these Policies, the daily operation and management of the Town's investments are the responsibility of the following persons.

5.1. **Delegation of Authority.** The Town Administrator is designated as the Investment Officer, and is authorized to deposit, withdraw, invest, transfer, or manage in any other manner the funds of the Town. The Investment Officer shall establish written procedures for the operation of the investment program consistent with these Policies. The system of controls shall be designed to provide reasonable assurance that assets of the Town are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- (1) the cost of a control should not exceed the benefits likely to be derived; and,
- (2) the valuation of costs and benefits requires estimates and judgments by management.

5.2. **Prudence.** The standard of prudence to be applied by the Investment Officer shall be the "prudent person" rule, which states, "investments shall be made with judgment and care, under prevailing circumstances, 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." In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the following:

- 5.2.1. The investment of all funds over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and
- 5.2.2. whether the investment decision was consistent with these Policies.

5.3. **Due Diligence.** An Investment Officer, acting in accordance with written policies and procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

5.4. **Ethical Standards and Conflicts of Interest.** All Town employees having a direct or indirect role in the investment of Town funds shall act as custodians of the public trust avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. The Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. If the Investment Officer has a personal business relationship with a depository bank or with a business organization offering to engage in an investment transaction with the Town, as defined in Section 2256.005(i)(1-3) of the PFIA, shall file a statement disclosing that personal business interest. An Investment Officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the Town shall file a statement disclosing that relationship. A statement required under this subsection must be filed with the Texas Ethics Commission and the Town Council.

5.5. **Quality and Capability of Investment Management.** The Town shall provide periodic training in investments for the Investment Officer and other investment personnel through courses and seminars offered by professional organizations.

5.6. **Training.** The Investment Officers shall accrue at least ten hours of training relating to the Officer's responsibility under the PFIA within twelve (12) months after assuming duties. Thereafter, eight (8) hours of training must be completed every two years aligned with the Town's fiscal year. The training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with PFIA. Such training shall be received from an independent source including courses or seminars from the Government Finance Officers Association, the Government Treasurers' Organization of Texas, the Government Finance Officers Association of Texas, the Association of Public Treasurers of the United States and Canada, the Texas Municipal League or any of its affiliates, the American Institute of Certified Public Accountants, the University of North Texas, or the North Central Texas Council of Governments.

6. **AUTHORIZED INVESTMENTS.** As stated previously, safety of principal is the primary objective in investing public funds and can be accomplished by limiting two types of risk: credit risk and interest rate risk. Credit risk is the risk associated with the failure of an issuer or backer. Interest rate risk is the risk that the value of an investment will decline due to an increase in the general level of interest rates. In order to provide for safety of principal as the Town's primary objective, only certain investments are authorized as acceptable investments for the Town. The following list of authorized investments for the Town intentionally excludes some investments authorized by law. These restrictions are placed in order to limit possible risk and provide the maximum measure of safety to Town funds.

6.1. **Authorized and Acceptable Investments.** The authorized list of investment instruments are as follows:

6.1.1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks, but excluding mortgage-backed securities.

6.1.2. Direct obligations of the State of Texas, its agencies and instrumentalities or obligations of agencies, counties, cities, and other political subdivisions of this State rated as to investment quality by a nationally recognized investment rating firm of not less than "A" or its equivalent.

6.1.3. Other obligations, the principal and interest of 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, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States, but excluding mortgage-related securities.

6.1.4. Financial Institution Deposits. A certificate of deposit, or other form of deposit, issued by a state or national bank with a main or branch office in this state, a savings bank (or savings and loan association) with a main or branch office in this state, or a federal credit union with a main or branch office in this state, and is:

- guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or its successor;
- secured by obligations that are eligible as per the Public Funds Collateral Act and these Policies; or
- placed in accordance with the PFIA.

6.1.5. Eligible Local Government Investment Pools. Public funds investment pools which invest in instruments and follow practices allowed by the current law as defined in Section 2256.016 of the PFIA, provided that:

- the investment pool has been authorized by the Town Council;
- the pool shall have furnished the Town an offering circular containing the information required by Section 2256.016(b) of the PFIA;
- the pool shall furnish the Town investment transaction confirmations with respect to all investments made with it;
- the pool shall furnish to the Town monthly reports containing the information required under Section 2256.016(c)(2) of the PFIA;
- the pool is continuously rated no lower than "AAA" or "AAA-m" or an equivalent rating by at least one nationally recognized rating service;
- the pool marks its portfolio to market daily;
- the pool's investment objectives shall be to maintain a stable net asset value of one dollar (\$1.00); and
- the pool's investment philosophy and strategy are consistent with these Policies.

6.2. Investment Instruments NOT Authorized. The following instruments are eligible for investment by local government according to state law, but they have been intentionally prohibited for the Town by these Policies: mortgage-related obligations, guaranteed investment contracts, options, financial futures contracts, repurchase agreements, regulated no load money-market mutual funds and day trading of long-term securities. In addition to these restricted investments, state law specifically prohibits investment in the following securities:

6.2.1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.

6.2.2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.

6.2.3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.

6.2.4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

7. DIVERSIFICATION. Diversification of investment instruments shall be utilized to avoid incurring unreasonable risks resulting from over-concentration of investments in a specific maturity, a specific issue, or a specific class of securities. Diversification of the portfolio considers diversification

by maturity dates and diversification by investment instrument.

7.1. **Diversification by Maturities.** The longer the maturity of investments, the greater their potential price volatility. Therefore, it is the Town's policy to concentrate its investment portfolio in shorter-term investments in order to limit principal risks caused by change in interest rates. The Town will attempt to match its investments with anticipated cash flow requirements. The Town will not directly invest in maturities more than two (2) years from the date of purchase. Unless matched to a specific requirement, the Investment Officer may not invest more than 20% of the portfolio for a period greater than one (1) year. The Town shall diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturities. Maturity scheduling shall be managed by the Investment Officer so that maturities of investments shall be timed to coincide with projected cash flow needs.

7.2. **Diversification by Investment Instrument.** Diversification by investment instrument shall not exceed the following guidelines for each type of instrument (at the time of purchase):

	Percentage of Portfolio <u>(Maximum)</u>
U.S. Treasury Obligations	80%
U.S. Government Agency Securities and Instrumentalities Obligations	80%
Authorized Local Government Investment Pool (per Pool)	75%
Fully Insured or Collateralized Financial Institution Deposits Municipal	100%
Bonds (limited to 5% per issuer)	25%

8. **AUTHORIZED BROKER/DEALERS AND FINANCIAL INSTITUTIONS.** Financial institutions (federally insured banks) with or through whom the Town invests shall be state or national banks with a main or branch office in this state. No public deposit shall be made except in a qualified public depository as established by state laws. Broker/dealers authorized to provide investment services to the Town shall include only those authorized by the Town Council. All banking services will be governed by a depository contract acceptable to the Town. In addition, the Investment Officer shall maintain a list of security brokers/dealers and investment pools that are authorized by the Town Council.

8.1. **Authorized Broker/Dealers and Financial Institutions Financial Conditions.** As appropriate, the Investment Officer may review the financial condition and registration of an authorized broker/dealer or financial institution. The review may include, but is not limited to, review of rating agency reports, review of call reports, and analyses of management, profitability, capitalization, and asset quality. Financial institutions and brokers/dealers desiring to conduct business with the Town shall be required to provide any financial data requested by an Investment Officer.

8.2. **Monitoring Investments.** The Investment Officer is responsible for monitoring the investments made by a financial institution and/or broker/dealer to determine that they are in compliance with the provisions of these Policies. As stated in Section 2256.017 of the PFIA, the Town is not required to liquidate investments that were authorized investments at the time of purchase.

The Town shall take all prudent measures that are consistent with these Policies to liquidate any investment, through the most efficient market available, that does not have or is downgraded to less than the minimum rating stated herein. The Town shall consider the time remaining until maturity, the quality of the investment, and the quality and amounts of any collateral which may be securing the investment in determining whether to hold the investment until maturity or to redeem the investment.

9. **AUTHORIZED BROKER/DEALERS AND FINANCIAL INSTITUTIONS.** Financial institutions (federally insured banks) with or through whom the Town invests shall be state or national banks with a main or branch office in this state. No public deposit shall be made except in a qualified public depository as established by state laws. Broker/dealers authorized to provide investment services to the Town shall include only those authorized by the Town Council. All banking services will be governed by a depository contract acceptable to the Town. In addition, the Investment Officer shall maintain a list of security brokers/dealers and investment pools that are authorized by the Town Council.

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The Town shall take all prudent measures that are consistent with these Policies to liquidate any investment, through the most efficient market available, that does not have or is downgraded to less than the minimum rating stated herein. The Town shall consider the time remaining until maturity, the quality of the investment, and the quality and amounts of any collateral which may be securing the investment in determining whether to hold the investment until maturity or to redeem the investment.

10. **INVESTMENT POLICIES CERTIFICATION.** All business organizations, as defined by the PFIA (e.g. local government investment pools or discretionary investment management firms), offering to engage in an investment transaction with the Town must supply a certification of having read the Town's Investment Policies signed by a qualified representative of the organization acknowledging that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the Town and the organization except to the extent that this authorization is dependent on an analysis of the makeup of the Town's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the Town that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The Town shall not enter into an investment transaction with a business organization prior to receiving the signed certification.

11. **DELIVERY VERSUS PAYMENT.** It is the policy of the Town that all security transactions entered into with the Town shall be conducted on a "DELIVERY VERSUS PAYMENT" (DVP) basis. By doing this, Town funds are not released until the Town has received the investment purchased. The notification may be oral but shall be confirmed in writing.

12. **SAFEKEEPING AND COLLATERALIZATION**

12.1. **Safekeeping.** All securities owned by the Town shall be held by its safekeeping agent. Original safekeeping receipts shall be obtained and held by the Town. The Town shall contract with a bank or banks for the safekeeping of securities owned by the Town as part of its investment portfolio.

12.2. **Collateralization.** Consistent with the requirements of the PFIA, it is the policy of the Town to require full collateralization of all non-insured Town funds on deposit with a depository bank, and a written depository pledge agreement acceptable to the Town. The market value of the investments securing the deposit of funds shall be at least equal to 102% of the amount of the deposits of funds, plus accrued interest, reduced to the extent that the deposits are insured by the FDIC. Securities pledged as collateral shall be held by an independent third party governed by a mutually agreeable custodial agreement. The agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The custodial agreement must clearly state that the custodial bank is instructed to release collateral securities to the Town in the event the Town has determined that the depository bank has failed to pay on any deposit, or has determined that the funds of the Town are in jeopardy for whatever reason, including involuntary closure or change of ownership. A clearly marked evidence of pledge, e.g., pledge receipt, must be supplied to the Town and retained by the Town. Any collateral with a maturity over five (5) years must be approved by the Mayor before the transaction is completed. Release of collateral or substitution of securities must be approved in writing by an Investment Officer.

12.2.1. In addition to FDIC coverage, the Town may accept the following as collateral for bank deposits:

- U.S. Government securities;
- U.S. Agency and Instrumentality securities;
- State of Texas bonds; or
- Bonds issued by other Texas governmental entities (Town, County, school district, or special districts) with a remaining maturity of twenty (20) years or less. Bonds must be (and must remain) investment quality: that is, with a rating of at least "A" or its equivalent.

12.2.2. Financial institutions with whom the Town maintains collateralized deposits, shall require the custodial bank to provide monthly, and as requested by the Town, a listing of the collateral pledged to the Town, marked to current market prices (if available). The listing shall include total pledged securities itemized by name, type,

description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating, if applicable. The Town and the financial institution shall jointly assume the responsibility for ensuring that the collateral is sufficient.

12.2.3. **Collateralized Deposits.** Consistent with the requirements of State law, the Town requires all bank deposits to be federally insured or collateralized with eligible instruments. Financial institutions serving as Town depositories will be required to sign a "Depository Agreement" with the Town. The collateralized deposit portion of the Agreement shall define the Town's rights to the collateral in the event of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing;
- the Agreement must be executed by the Depository and the Town contemporaneously with the acquisition of the asset;
- the Agreement must be approved by the Board of Directors, or the Loan Committee of the Depository and a copy of the meeting minutes must be delivered to the Town; and
- the Agreement must be part of the Depository's "official record" continuously since its execution.

13. **INTERNAL CONTROL.** The Investment Officer shall establish a system of written internal controls, which shall be reviewed annually by independent auditors, as a function of the annual audit. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. This review will provide assurance of compliance with policies and procedures as specified by these Policies.

14. **REPORTING.** The Investment Officer shall submit a signed quarterly investment report that summarizes current market conditions, economic developments, and anticipated investment conditions. The report shall summarize investment strategies employed in the most recent month, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the period.

14.1. **Annual Report.** The Investment Officer shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the Town Council. The reports prepared by the Investment Officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the Town Council by that auditor.

14.2. **Methods.** The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the reporting period. This management summary will be prepared in a manner which will allow the Town to ascertain whether investment activities during the reporting period have conformed to these Policies. The report will be prepared jointly and bear the signature of each Investment Officer of the Town and will be provided to the Town Council. The report will include the following:

14.2.1. A listing of individual investments held at the end of the reporting period. This

list will include the name of the fund or pooled group fund for which each individual investment was acquired;

14.2.2. Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market value shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased;

14.2.3. Additions and changes to the market value during the period;

14.2.4. Fully accrued interest for the reporting period;

14.2.5. Average weighted yield to maturity of the portfolio as compared to applicable benchmarks;

14.2.6. Listing of investments by maturity date;

14.2.7. Statement of compliance of the Town's investment portfolio with State Law and the investment strategy and policy approved by the Town Council; and

14.2.8. Market yield benchmark comparison of the Texas Local Government Investment Pool (TexPool) yield at report date.

15. STATEMENT OF INVESTMENT POLICIES ADOPTION AND AMENDMENT. The Town's Statement of Investment Policies shall be adopted and amended by resolution of the Town Council only. The Town's written policies and procedures for investments are subject to review not less than annually to stay current with changing laws, regulations and needs of the Town. The Town Council shall adopt a resolution stating that it has reviewed the Statement of Investment Policies and that the resolution of the Town Council shall record any changes made.

Attachment A
GLOSSARY

Accretion: Accretion is the accumulation of gains an investor expects to receive after purchasing a bond at a discount and holding until maturity.

Accrued Interest: Term designating the interest due on a bond or other fixed income security that must be paid by the buyer of a security to its seller.

Agency Obligation: A security, almost always debt, issued by a corporation sponsored by the U.S. Government. Examples: bonds of the Tennessee Valley Authority.

Appreciation: Appreciation, in general terms, is an increase in the value of an asset over time.

Average Life. The average life is the length of time the principal of a debt issue is expected to be outstanding.

Basel III: It is an international regulatory accord that introduced a set of reforms designed to improve the regulation, supervision and risk management within the banking sector.

Basis Points (BPS): Basis points (BPS) refers to a common unit of measure for interest rates and other percentages in finance. One basis point is equal to 1/100th of 1%, or 0.01%, or 0.0001, and is used to denote the percentage change in a financial instrument.

Benchmark: A benchmark is a standard against which the performance of a security, mutual fund or investment manager can be measured.

Bid: The price offered by a buyer of securities - when you are selling securities, you ask for a bid.

Bond: A bond is a fixed income instrument that represents a loan made by an investor to a borrower (typically corporate or governmental).

Broker: A broker brings buyers and sellers together for a commission.

Bullet Bond: A bullet bond is a debt instrument whose entire principal value is paid all at once on the maturity date, as opposed to amortizing the bond over its lifetime.

Callable Bond: A callable bond is a bond that the issuer may redeem before it reaches the stated maturity date. In essence, a callable bond allows the issuing company to pay off their debt early.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate.

Collateral: Evidence of deposit or other property, which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a financial institution to secure deposits of public monies.

Confirmation: Commonly called a "confirm." The confirmation is a notice to a customer that payment is due on a purchase, or that net proceeds are available on a sale of securities. Federal securities law requires that a confirmation be sent promptly following each purchase and sale.

Conflict of Interest: Term used to describe a financial situation where a person prejudicially places personal affairs before those of constituents that the person is supposed to serve or represent.

Coupon: (a) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. (b) A certificate attached to a bond evidencing interest due on a payment date.

Current Maturity: Used to designate the remaining lifetime of an already outstanding bond.

Custodial Account: A custodial account can mean any account maintained by a fiduciarily responsible party on behalf of a beneficiary. A fiduciary is bound ethically and legally to act on the best behalf of another's interests.

Custodian: A custodian is a financial institution that holds assets pledged against a loan or collateralized deposit. A custodian holds securities and other assets in electronic or physical form.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Delivery Versus Payment: Delivery of securities first, with an exchange of money for the securities after delivery.

Discount: The difference between the cost price of a security and its maturity value when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount Securities: Non-interest-bearing money market instruments that are issued at a discount and redeemed at maturity for full face value. Example: U.S. Treasury Bills.

Discount Yield: Measurement of return that computes interest on face value of security rather than on the dollar amount invested. Used in figuring yield on U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of investments, maturities and providers offering independent returns.

Duration: Duration is a measure of the sensitivity of the price of a bond or other debt instrument to a change in interest rates.

Earnings Credit Rate (ECR): The earnings credit rate (ECR) is a calculation of credit that a financial institution allocates on customer deposits. Earnings Credits only offset service charges. The earnings credit rate is often correlated with the U.S. Treasury bill (T-bill) rate.

Face Value: The dollar amount that appears on the face of the bond or security. It is the dollar amount the issuer promises to pay to the holder at maturity. Also called par value.

Fair Value: In investing, it refers to an asset's sale price agreed upon by a willing buyer and seller, assuming both parties are knowledgeable and enter the transaction freely.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$250,000 per depositor.

Federal Funds Rate: The rate of interest at which Fed Funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Farm Credit Bank (FFCB): Fiscal agent for the Farm Credit System, a public government sponsored enterprise (GSE) created in 1916 to lend to agricultural and rural America. Funds for loans are obtained through the issuance of Farm Credit Debt Securities.

Federal Home Loan Bank (FHLB): Government sponsored wholesale banks (currently 11 regional banks), which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions, and insurance companies. The mission of the FHLB is to liquefy the housing and other assets of its members who must purchase stock in their District Bank.

Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac): Government sponsored enterprise (GSE) created in 1970 to expand the secondary market for mortgages in the US. Along with other GSEs, Freddie Mac buys mortgages on the secondary market, pools them, and sells them as a mortgage-backed security to investors on the open market. This secondary mortgage market increases the supply of money available for mortgage lending and increases the money available for new home purchases.

Federal National Mortgage Association (FNMA or Fannie Mae): FNMA is a government sponsored enterprise (GSE). It is the largest single provider of residential mortgage funds in the United States. The corporation purchases and pools into securities a variety of adjustable and fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of the seven members of the Federal Reserve Board and five of the twelve Federal Reserve Bank Presidents. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money supply.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven-member Board of Governors in Washington D.C., 12 regional banks and thousands of financial institutions that are members of the system.

Financial Assets: Cash and other assets that, in the normal course of operations, will become cash.

Financial Industry Regulatory Authority (FINRA): It is an independent, non-governmental organization that writes and enforces the rules governing registered brokers and broker-dealer firms in the United States.

Government National Mortgage Association (GNMA or Ginnie Mae): A federal agency that purchases and pools as securities FHA or VA mortgages.

Government-sponsored Enterprise: A government-sponsored enterprise is a quasi-governmental entity established to enhance the flow of credit to specific sectors of the American economy.

Interest: Interest is the charge for the privilege of borrowing money, typically expressed as annual percentage rate (APR).

Interest Rate: The interest rate is the amount a lender charges for the use of assets expressed as a percentage of the principal. The interest rate is typically noted on an annual basis known as the annual percentage rate (APR).

Irrevocable Letter of Credit (ILOC): An irrevocable letter of credit is an official correspondence from a financial institution that guarantees payment for goods or services being purchased by the individual or entity, referred to as the applicant, that requests the letter of credit from an issuing institution.

Liquidity: A liquid assets is one that can be converted easily and rapidly into cash without a substantial loss of value.

Local Government Investment Pool (LGIP): An entity created under the Public Funds Investment Act to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are (1) preservation and safety of principal, (2) liquidity, and (3) yield.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase-reverse repurchase agreements that establishes each party's rights in the transactions.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, etc.) with a one-year maturity or less, and often 30-days or less, are issued and traded.

Offer: The price quoted by a seller of securities.

Overnight Repo: A repurchase agreement with expiration set for the following business day.

Par Value: The dollar amount that appears on the face of the debt instrument. It is the dollar amount the issuer promises to pay to the holder at maturity. Also, called face value.

Portfolio: Collection of investments held by an investor.

Primary Dealer: A designation given by the Federal Reserve System to financial institutions or broker/dealers who meet specific criteria, including capital requirements and participation in Treasury auctions.

Principal Cost: The cost to purchase the face amount (par value) of a debt security.

Quote: A quote is the last price at which a security or commodity traded, meaning the most recent price to which a buyer and seller agreed and at which some amount of the asset was transacted. The bid or ask quotes are the most current prices and quantities at which the shares can be bought or sold.

Rate of Return: The yield obtainable on a security based on its purchase price.

Repurchase Agreement (REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.

Safekeeping: A service to customers rendered by financial institutions whereby securities and valuables of all types and descriptions are held by the institution.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Secured Overnight Financing Rate (SOFR): SOFR is the average rate at which institutions can borrow US dollars overnight while posting US Treasury bonds as collateral.

Securities and Exchange Commission: Agency created by Congress to protect investors in security related transactions by administering securities legislation.

Sell: To transfer ownership for a monetary consideration. The term is used in conjunction with the disposition of stocks, bonds, or other financial assets.

Structured Notes: Notes issued by Government Sponsored Enterprises (FFCB, FHLB, FHLMC, FNMA, etc.) and Corporations that have imbedded options (e.g.: call features, step-up coupons, floating rate coupons, derivative based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Treasury Bills: A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three months, six months, or one year.

Treasury Bonds: Long-term coupon bearing U.S. Treasury Securities issued as direct obligations of the U.S. Treasury and having initial maturities of more than 10 years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Treasury and having initial maturities from two to ten years.

Treasury STRIPS: Treasury STRIPS are fixed-income securities that are sold at a significant discount to face value, but don't offer interest payments. STRIPS, which is an acronym for Separate Trading of Registered Interest and Principal of Securities, are zero-coupon bonds that come about when the bond's coupons are separated from the par value of the bond or note.

Weighted Average Maturity (WAM): Weighted average maturity is the weighted average amount of time until the securities in a portfolio mature.

Yield Spread: A yield spread is the difference between yields on differing debt instruments of varying maturities, credit ratings and risk, calculated by deducting the yield of one instrument from another.

Yield to Call (YTC): Yield to call is a financial term that refers to the return an investment holder receives if the security is called/redeemed prior to its maturity date.

Yield to Maturity (YTM): Yield to maturity is the annualized total return anticipated on a security if the instrument is held until it matures.

Attachment B
EXAMPLE

TOWN OF CROSS ROADS, TEXAS
Investment Policies

TEXAS PUBLIC FUNDS INVESTMENT ACT
CERTIFICATION BY BUSINESS ORGANIZATION

This certification is executed on behalf of the Town of Cross Roads, Texas (the "Town") and _____ (The Business Organization), pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act") in connection with investment transactions conducted between the Town and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code; and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policies furnished by the Town; and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Town that are not authorized by the Town's Investment Policies, except to the extent that this authorization is dependent on an analysis of the makeup of the Town's entire portfolio, requires an interpretation of subjective investment standards, or relates to investment transactions of the Town that are not made through accounts or other contractual arrangements over which the Business Organization has accepted discretionary investment authority.

Qualified Representative of Business Organization

Firm: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Attachment C
Authorized Broker/Dealers



TOWN OF CROSS ROADS

STRATEGIC PLAN SUMMARY - 2035



Building Our Future, Together



CROSS ROADS VISION 2035

STRATEGIC PLAN SUMMARY

Building Our Future, Together

This report represents the Town of Cross Roads Vision 2035 – Strategic Action Plan Summary that has been developed following Greater Yield’s community engagement program for the Town of Cross Roads Vision 2035 process. We worked in conjunction with and under the guidance of the Cross Roads Mayor T. Lynn Tompkins, Jr., Council Members, Staff Members, Municipal Development District, Planning and Zoning Commission, Parks and Recreation Advisory Board, Roads Committee, Historic Committee and Mundo and Associates to create the initiatives that the Town’s leadership will undertake moving forward into the Town’s future. Detailed Strategic Action Plan Workbooks have been created for each group in support of this summary report that will allow for transparency in task, responsibilities, and accountability.

April 17, 2023

Report Prepared By





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OUR VISION

The Town of Cross Roads is a thriving community built on small-town country charm that is committed to an excellent quality of life for our community, citizens, businesses, and visitors. We seek sustainable growth that protects our natural and historic resources, while preserving our values, qualities, and culture. A strong and active multi-generational population enjoys its spirit of community.

BUILDING OUR FUTURE, TOGETHER



<https://www.crossroadstx.gov/>



@TownofCrossRoads



OUR MISSION

To maintain the friendly, approachable small-town nature of our Town through effective local leadership, fiscal responsibility, and efficient management. Through these actions we will create policies that produce a safe and vibrant community where residents delight in living, participating and welcoming guests.





OUR CORE VALUES

1. Integrity First.

We will conduct ourselves at all times in a manner that is ethical, legal, and professional with an unwavering commitment to honesty, fairness, and respectfulness.

2. Visionary Leadership and Planning.

We believe that the very essence of leadership is to be visionary and plan for the future.

3. Innovative Stewardship.

We will challenge the status quo regarding the way public services are designed, financed, and delivered to the citizens of Cross Roads and we will manage our community resources with the present and future generations in mind.

4. Teamwork with a Purpose.

We function as a team and in partnership with the Town Staff and essential service providers, who are dedicated to creating a superior work environment and are committed to delivering exceptional services to the citizens, residents, and stakeholders of Cross Roads.

5. Transparency in All Decisions.

The process by which deliberations are initiated, decisions are made, and actions are taken will be done with commitment to full transparency.



A MESSAGE FROM THE MAYOR

Cross Roads is the place we call home, a strong and healthy community where residents and visitors feel they belong. In February 2021, I requested that a Community Visioning process be undertaken to ensure we are poised for positive change over the next 20 years. As a Town, it was imperative that we develop our vision of the future for what we, as citizens, want Cross Roads to be. During the Vision process, 536 people participated in a series of surveys, engagement sessions and focus groups to create a shared vision for the Town. Additionally, the Town Council, Administrative Staff, Police Department, MDD, Planning and Zoning Commission and Parks and Rec Board reviewed the survey results and created a Vision Statement, Mission Statement and Core Values for their respective areas of responsibility. In September 2021, the Town held public meetings to introduce the Town Vision 2035 to the community and it was very well received.

Since that time, Town Vision 2035 has been a roadmap for the Town Administration and Town Council as we meet with residents and developers. Town Vision 2035 was a starting point, but in order to accomplish that vision, the Town needed a plan, complete with responsibilities, timelines and accountability. In May 2022, the Cross Roads Town Council voted to move forward with the next step in planning for our future – creating a Strategic Plan. It is with great anticipation that I share our Town's strategic plan to Build Our Future, Together - with you.

I applaud the significant amount of time, energy, and commitment of those actively involved in creating this plan. Many of those hours invested were by residents volunteering time out of their busy days to contribute and share their ideas for a better future for our Town. The Town of Cross Roads is committed to fiscal responsibility and operating the Town without the need for an Ad Valorem tax (property tax). The strategic plan will guide our decisions to allocate resources and sales taxpayer dollars entrusted to us by our residents. In addition, this plan will assist us in determining where to prioritize our efforts as we develop our annual budget. We are committed to using the resources that advance the priorities identified by our citizens included in this document.

Thank you to all of the Cross Roads residents who have embraced the Town Vision 2035 and Strategic Planning process, your voice helps the Town Council make better decisions. Imagine the possibilities and the future we can create working together. I am committed to making that future alongside you.



Mayor T. Lynn Tompkins Jr.



A MESSAGE FROM THE TOWN ADMINISTRATOR

In early 2021, the Town of Cross Roads began the visioning project with the input of citizens, stakeholders, appointed and elected officials. The result was the **“Vision 2035, Building Our Future, Together”** document adopted by the Town Council on September 26, 2021. Staff was included in all levels of the project which included the adoption of the Staff motto of *“It all starts here, where services meets integrity”* recognizing by being responsible stewards of the Town’s public resources, we are better able to address the Vision 2035 initiative that we, as a Town, are undertaking.

The primary directive from the Town Council and the citizens through community surveys indicated maintaining no municipal ad valorem (property) taxes is the central priority. This unique precept guides all recommendations delivered to the governing body. The 2035 Comprehensive Plan adopted on March 20, 2023 continues this focus through the unique structure of our areas of future commerce.

As the strategic plan was being drafted, Staff continued to highlight the importance of focusing on no municipal ad valorem taxes, recognizing how this stance limits revenue sources, as well as capital project funding mechanisms. The **Cross Roads Vision 2035 Strategic Plan** is an effort to intentionally plan for the future of Cross Roads with the goal of executing the Vision 2035 plan.



Kristi Gilbert, CPM, MPA



TOWN COUNCIL



MAYOR

T. LYNN TOMPKINS, JR.

L.Tompkins@crossroadstx.gov



MAYOR-PRO TEM
Council Liaison – P & Z

DAVID R. MEEK

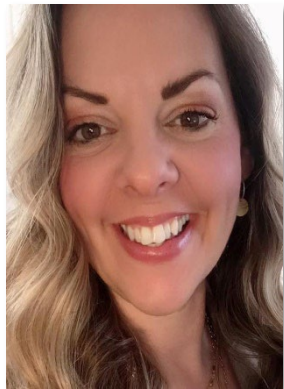
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COUNCIL MEMBER
Council Liaison - MDD

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COUNCIL MEMBER
Council Liaison - Roads

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COUNCIL MEMBER
Council Liaison- Parks & Rec

RON KING

R.King@crossroadstx.gov



COUNCIL MEMBER
Council Liaison - Historical

KAY NEUBAUER

K.Neubauer@crossroadstx.gov

MEETINGS

Where and when does
the Town Council meet?

**Town of Cross Roads
Council Chamber**

**(Located at Cross Roads
Police Department)**

1401 FM 424, Cross
Roads, TX 76227

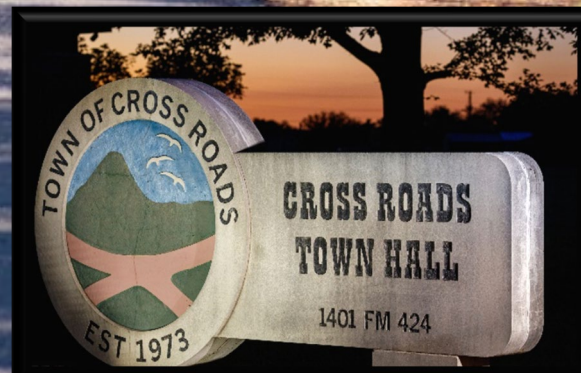
1st and 3rd Monday of the
month

6:00 PM

To contact a Council Member, send an email or letter to the addresses above. Phone: 940-365-9693. The public is invited and encouraged to attend Council meetings. To speak at a Council meeting, please fill out the Request to Appear Before the Council form, which can be obtained at the meeting.



Building Our Future, Together





INTRODUCTION

A strong strategic plan is like a roadmap – it identifies a destination and lays out a clear path to get there. This plan sets a course of action for the next ten years by establishing priority goals for the Town, outlining actions to effectively achieve those goals, and setting up a framework to report our progress to the community.

Over the course of this document, you will find summary of Strategic Plans completed for each service area within the municipal government of the Town of Cross Roads. These documents will be used as a tool by the Mayor, the Town Council and Town Administrator and Staff to understand the needs of the various service areas and actions necessary to meet the Vision 2035 Goals as defined by the community.

The Town’s mission, vision and core values provide the foundation for the department plans. Each service area developed strategic objectives based upon common core values and guidance offered by the Town’s Vision 2035 Plan and with direction from Town Council and the liaison and chairs of Municipal Development District (MDD), Planning and Zoning Commission (P&Z), Parks and Recreation Advisory Board (Parks), Roads Committee, Staff/Municipal Court, the Cross Roads Police Department (CRPD) and the Historical Committee.

The planning process aimed to balance and prioritize the many issues and desires that were identified in the Vision 2035 as critical needs and wants for the Town. While this plan is the first step, the real work begins today to turn this roadmap into a reality. Together, we can envision a bright future for the Town of Cross Roads and create a community where everyone can thrive. Thank you for your support while we continue this journey together.

Sincerely,

T. Lynn Tompkins Jr.
Mayor

Greg Gaalema
Council Member

Ron King
Council Member

David R. Meek
Mayor Pro-Tem

Wendy White-Stevens
Council Member

Kay Neubauer
Council Member



STRATEGIC DIRECTIVES



Economic Prosperity

The Town focuses on development that follows the Town of Cross Roads Comprehensive Plan and Vision 2035 to ensure that the results maximize the economic benefits. The economic impact of visitors and business investments result in positive benefits in terms of amenities, infrastructure, and the overall quality of life.



Infrastructure

The Town is investing in and implementing infrastructure improvements that increase the high quality of life and vibrant economy without creating an undue burden on the citizens of the Town.



Environmental Stewardship

The Town is focused on environmental impacts. Their decision making will ensure that projects and policies reflect a focus on improving and sustaining natural resources for future generations.



Outdoor Recreation & Amenities

The Town is focused on outdoor recreation, where citizens can participate in a wide range of opportunities and activities. Open spaces programs will promote a high quality of life and a unique location that is a strong value for the community.



A Connected Cross Roads

The Town is adopting policies, regulations, and services to be responsive to changes in the community and business environment, which will encourage thoughtful growth, development, and a safe, unified, and vibrant community. Community interaction and engagement will inform decision making by the Town Council.



ECONOMIC PROSPERITY

Cross Roads is already a place of economic opportunity, and even more economic potential. The economic condition of the Town of Cross Roads is one of its top strengths. A high priority is to attract and retain sales tax generating businesses to support the public safety and infrastructure needs of the Town. To make continued strides in this area, the Town will work to attract the necessary businesses to fund public safety and road infrastructure in the future with no ad valorem taxes. The Town will work to recruit additional dining, entertainment, and shopping options so that Cross Roads citizens can more frequently stay within Town limits for their daily needs. It will also work to invest in a Town Square that supports the needs and wants of the citizens of Cross Roads per Vision 2035. Through these efforts the Town will remain an attractive destination for families and citizens of all ages to make their home.

KEY INITIATIVES

- Create and develop a Town Square that will enhance the Town, increase community pride, and attract sales tax revenue generating business that meets the Vision 2035 desires for the citizens of Cross Roads.
- Continue to recruit new retailers and expand local shopping options for citizens.
- Continue to support the growth of local dining options.
- Recruit developers to match forward vision land plan for Cross Roads.
- Work with economic development consultant(s) to develop necessary programs for business expansion, retention, marketing, promotion and new business development.
- Continue to invest in the growth of Cross Roads.
- Create a plan to enhance Cross Roads position as a destination retail location.

WHAT DOES SUCCESS LOOKS LIKE?

- Concentrating and investing in community assets by creating a walkable, vibrant Town Square.
- Growth and expansion of new businesses ensuring continued sales tax revenue.
- Increased quality and diversity of shopping, dining, and entertainment options.
- An accessible entrepreneurial ecosystem, blending social, economic and cultural components to foster economic growth.
- Improvement in the quality of life according to standards identified in the Vision 2035 Plan.
- Inclusive sense of place that retains and attracts residents.
- Continued focus on the unique aspects of the Town that can make it a destination location.



SOUND INFRASTRUCTURE

With the growth experienced in our community and expectations of the same, we must focus on core infrastructure to support the prospective development. With the substantial number of commuters driving through Cross Roads on US 380, a continued focus will be working with representatives of the Texas Department of Transportation (TxDOT) and Denton County to alleviate congestion at significant traffic points throughout the Town. In addition, as the Town grows, so does the need to reduce negative impacts to our drainage facilities.

KEY INITIATIVES

- Maximize investments in road improvements, maintenance, and pavement preservation utilizing funding mechanisms to include Denton County Road Bond funds.
- Continue improvements and begin construction on funded segments based on the Town of Cross Roads Road Repair Priority list adopted by the Town Council.
- Refine communication approaches to more effectively inform citizens of major road construction, detours, speed reductions and major traffic-related projects.
- Execute planned improvements to prioritized streets throughout Cross Roads.
- Execute planned maintenance to prioritized streets throughout Cross Roads.

WHAT DOES SUCCESS LOOK LIKE?

- Reduced traffic congestion along the US 380 corridor.
- Reduced traffic congestion by providing continuous traffic flow.
- Reduced accidents along the US 380 corridor and the side streets used as a bypass.



ENVIRONMENTAL STEWARDSHIP

Cross Roads offers rich natural beauty that visitors can often overlook due to our 380 economic activities. The Town can facilitate an anti-littering campaign with local stakeholders to address trash found in the community and utilize Cross Roads Police in investigating illegal dumping. The Town will also coordinate with neighborhoods to better manage those violating Town codes. Not only will the Town address areas needing improvement, but it will also continue to expand on our strengths. This will include continued tree protection and other natural beautification efforts. The local environment will also be a focal point, including continued cleanup days. These incentives will help maintain pride in our community and enhance our image for those who have not yet discovered the beauty of Cross Roads.

KEY INITIATIVES

- Coordinate with local stakeholders to draft and launch an anti-littering campaign.
- Partner with local businesses and volunteers on cleanup initiatives.
- Explore opportunities to enhance trash removal and community cleanup projects.
- Continue to evaluate new, data-driven methods and strategies for enforcing residential codes and addressing repeat offenders.

WHAT DOES SUCCESS LOOK LIKE?

- Reduced number of resident complaints because of improved residential code compliance.
- Increased code compliance among businesses and residents.
- Consistent Town signage in place.
- Additional greenspace and natural amenities.



OUTDOOR RECREATION & AMENITIES

Cross Roads is uniquely positioned to offer citizens and visitors an abundant array of outdoor activities and plans to build upon this strength. In addition to designing a unique park and maintaining its quality, the Town will start a “Parks, Recreation and Open Spaces” program initiative. This program will promote a high quality of life for current Town citizens and future generations through the addition of new parks and open space resources. The program will allow the Town to identify natural resources for protection, to maintain a balance between developed and open landscape, and to preserve our rare and unique ecosystem. The Town Council, Municipal Development District, and Parks and Recreation Advisory Board will work together to propose the means for acquisition and management of the open space system through interaction and cooperation of neighboring municipalities, public agencies, private organizations, and individuals.

KEY INITIATIVES

- Continue to invest in and maintain the unique and high-quality park and recreational amenities within the Town.
- Consider creating a parkland dedication ordinance requirement for new developments to include open space for recreation.
- Improve connectivity by designing and creating outdoor trails and bike lanes.
- Explore possibilities regarding the future addition of park and recreation areas throughout the Town.
- Initiate discussions with Acme Clay Pit for use of the pit when it is no longer active as a major event center area for the Town.
- Explore lake front recreational opportunities to improve citizens access to the lake for aquatic recreation, paddleboards, etc.

WHAT DOES SUCCESS LOOK LIKE?

- Increased access to outdoor recreation.
- A unique park for citizens.
- Continued improvement in citizen satisfaction related to recreational amenities and park facilities.
- Increased participation in park and recreation events.
- Increased volunteer involvement with extraordinary events for the community



A CONNECTED CROSS ROADS

Related to the initiatives listed in the Vision 2035 is a desire from citizens to be better connected to one another and its Town government. The last few years have highlighted differences in the quality of life, and we are committed to addressing these issues and building a unified community. To elevate trust and coordination between residents and the local government, the Town is working to enlist more volunteers so additional citizens may invest in the Town's success. Additionally, the Police Department's Strategic Plan is constructed to include elements that foster positive relationships between police and the community. The Town will continue to host a wide array of events that embrace the diverse and cultural uniqueness of Cross Roads, bringing the community closer together. Lastly, the Town will invest in specialized content and communication approaches so that citizens are better informed and engaged on the happenings of the Town of Cross Roads.

KEY INITIATIVES

- Implement Cross Roads Police Department Strategic Plan promoting transparency and quality service.
- Continue to host a diverse set of community events to create greater connection between Cross Roads citizens of all backgrounds.
- Invest in video content across multiple channels to communicate Town happenings more effectively.
- Refine communication approaches to better inform residents of major road construction and traffic-related projects.
- Continue to pursue effective communication with citizens through social media, the Town website, direct mailing, and other channels.

WHAT DOES SUCCESS LOOK LIKE?

- Increased attendance at public events.
- Improved reputation as a destination for the rest of the greater Denton/Dallas area.
- Increased citizen interest in volunteering on local advisory boards and committees.
- Improved resident satisfaction, as evidenced by satisfaction survey's.



OVERVIEW

The strategic directives previously discussed were gathered during the Vision 2035 project and through discussions with the leadership of the Town of Cross Roads and its citizens. These directives are being addressed through the Strategic Plan and the Comprehensive Plan for the Town of Cross Roads.

A strategic plan provides purpose and direction for the Town of Cross Roads. It is a series of connected and complementary goals that guide the strategies and actions towards a shared vision - Building Our Future, Together. All the various parts of the Strategic Plan outline the priorities and opportunities for positive change.

The Town of Cross Roads Vision 2035 and its Strategic Plan covers a 10 year timeline and some are even longer. It is aspirational in nature as it is not a statement about Cross Roads today, but it is about the Cross Roads of the future. It includes the unique yet complementary roles of Town Council and Administration to realize the success of the Strategic Plan.

But it is also dependent upon the budgeting cycle of the Town. Every new Operating Plan and Budget should align to match the direction of the strategic plan. The Strategic Plan sets the direction for the community.



The following pages represent the Town of Cross Roads detailed Strategic Plans (Goals and Objectives) for each service area. Behind each of these items are multiple action items that support the achievement and reporting requirements necessary to ensure success.

We must remember that a strategic plan is a living document, featuring a comprehensive framework that is adjusted based on the current needs and desires of the community and can and will change on a regular basis.



DETAILED TOWN STRATEGIC PLANS

Municipal Development District

- Town Square Initiative
- Business Retention & Expansion
- New Business Development and Recruitment
- Business Marketing Program
- Economic Planning and Analysis Program

Roads Committee

- Validate and Improve Overall Road Conditions
- Ensure Highest Levels of Safety
- Educate the Community
- Minimize Town's Highway and Roadway Encroachments
- Establish Community Programs

Planning and Zoning Commission

- Work with MDD & Council on Town Square Initiative
- Maintain Planning & Zoning Ordinances
- Review and Recommend Comprehensive Plan
- Work with Historic Committee on Potential Sites
- Work with Roads Committee on Thoroughfare Plan
- Work with Parks & Rec on Parks, Rec & Open Space Plan

Parks and Recreation Advisory Board

- Park & Rec Inventory for Parks, Rec, and Open Space Grant
- Unique Cross Roads Town Park and Area
- Park Maintenance Master Plan
- Environmental and Eco-Tourism
- Park Improvement Projects

Historic Committee

- Identify All Areas of Historical Interest and Value
- Ensure Historic Preservation is Part of Planning and Development for the Future of Town
- Secure Funding, Grants and Other Assistance
- Educate Citizens on Town History

Cross Roads Police

- Administrative Efficiency
- Professionalism / Regional Leadership
- Safe, Secure Inclusive Community
- Staffing for the Future
- Operational Excellence

Staff and Court

- Implementation of Road CIP
- New Solid Waste Contract 2023 – 2028
- Improve & Implement New Development Process
- Communications Plan
- All Town Ordinances Updated and Current



MUNICIPAL DEVELOPMENT DISTRICT GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
MDD 1.0	Town Square Initiative	Working with Town Council, Staff and Planning and Zoning to create and develop a Town Square that will enhance the Town, increase community pride and attract sales tax revenue generating business that meets the Vision 2035 for the citizen's of Cross Roads.	
	MDD 1.1	Identify property owners and stakeholders	Economic / Tourism Opportunity
	MDD 1.2	Identify potential locations	Economic / Tourism Opportunity
	MDD 1.3	Discuss Town owned facilities and future	Economic / Tourism Opportunity
	MDD 1.4	Explore design options	Economic / Tourism Opportunity
	MDD 1.5	Explore and discuss retail options based on Vision 2035 community input	Economic / Tourism Opportunity
	MDD 1.6	Work with Planning and Zoning on necessary requirements	Governance & Partners
	MDD 1.7	Acquire property for Town Square	Business Development
	MDD 1.8	Develop marketing plan	Business Development
	MDD 1.9	Develop site plan	Business Development
MDD 2.0	Business Retention and Expansion	Establish program(s) for retaining current businesses, create a directory of businesses, local incentives program(s) (i.e., money match, grants) etc. working independently and with economic development consultant.	
	MDD 2.1	Create a framework for program	Business Outreach and Retention
	MDD 2.2	Create business directory of existing business	Business Outreach and Retention
	MDD 2.3	Detail a process to speak to businesses	Business Outreach and Retention
	MDD 2.4	Decide on frequency of visits	Business Outreach and Retention
	MDD 2.5	Discuss and design options for administration	Business Outreach and Retention
	MDD 2.6	Develop program objectives and metrics	Business Outreach and Retention
	MDD 2.7	Create a database for tracking progress and success	Business Outreach and Retention
	MDD 2.8	Analyze information/data	Business Outreach and Retention
	MDD 2.9	Compile testimonials and success for publication and marketing	Business Outreach and Retention
	MDD 2.10	Establish incentive program(s) and methodology for apply	Business Outreach and Retention
	MDD 2.11	Implement plan and programs	Business Outreach and Retention
MDD 3.0	New Business Development and Recruitment	Establish a program that will identify high potential business sectors, compile information of interest to business prospects, and marketing to those prospects to demonstrate that Cross Roads is a profitable place to do business.	
	MDD 3.1	Develop a common purpose and initial work plan	Business Development
	MDD 3.2	Identify retail stores to approach (hotels, restaurants, grocery stores, etc.) and priority	Business Development
	MDD 3.3	Identify pro's of doing business in Cross Roads	Business Development
	MDD 3.4	Identify con's (barriers) to doing business	Business Development
	MDD 3.5	Offer incentives	Business Development
	MDD 3.6	Create marketing materials	Business Development
	MDD 3.7	Assemble maps that describe local area, retail competition, and development trends	Business Development
	MDD 3.8	List of building/site specific materials	Business Development
	MDD 3.9	Determine the ideal tenant mix through market analysis	Business Development
	MDD 3.10	Contact, host and close deal with prospect	Business Development



MUNICIPAL DEVELOPMENT DISTRICT GOALS AND OBJECTIVES (CONT.)

Goals	Primary Objectives	Description	Strategic Area
MDD 4.0	Community Development	Work with Parks & Recreation to facilitate the projects that impact the community & businesses (i.e., LED signage, ACME brick future), assist with efforts to promote local business sponsorship of the Cross Roads Park Program (sponsorship money, donations, etc.)	
	MDD 4.1	Identify project opportunities that will impact citizens and business	Economic / Tourism Opportunity
	MDD 4.2	Work with Parks and Recreation on potential projects (capital improvement, enhancements, etc.)	Community / Social Wellness Development
	MDD 4.3	Identify future tourism location opportunities	Environmental / Recreation Responsibility
	MDD 4.4	Develop program for training on funding opportunities and discussions	Administrative
	MDD 4.5	Train individuals on funding discussions	Administrative
	MDD 4.6	Funding program in place	Governance & Partners
MDD 5.0	Expand opportunities with ED Consultant	Work with economic development consultant for assistance with marketing and promotion; business retention and expansion; incentives; management & reporting; planning; and economic analysis & training.	
	MDD 5.1	Work with economic development consultant to prioritize all programs that need to be addressed (marketing/promotion, business retention, etc.)	Administrative
	MDD 5.2	Create a marketing and promotion program	Business Outreach and Retention
	MDD 5.3	Create a business retention and expansion program	Business Outreach and Retention
	MDD 5.4	Create incentive type programs for businesses (current and future)	Business Development
	MDD 5.5	Design management and reporting tools	Governance & Partners
	MDD 5.6	Establish ongoing economic planning and analysis program	Administrative
	MDD 5.7	Identify current and future development and funding opportunities to work with Parks and Rec	Environmental / Recreation Responsibility
	MDD 5.8	Design a program and promote businesses that support a safe and healthy community (roads, etc.)	Community / Social Wellness Development
	MDD 5.9	Expand future tourism and retail development and create marketing approach for long term objectives (i.e., Acme Clay Pit)	Economic / Tourism Opportunity
MDD 6.0	Business Marketing Program	Create a marketing program(s) with a focus on attracting new businesses - as a community where the quality of life for citizens and professionals makes Cross Roads the 'first choice' to start a new business, relocate an existing business or for current businesses to remain and flourish. This would include demographics, brochures, trade shows, website, etc.	
	MDD 6.1	Outline and prioritize the methods of marketing	Administrative
	MDD 6.2	Plan strategy	Economic / Tourism Opportunity
	MDD 6.3	Communicate the plan	Business Development
	MDD 6.4	Implement plan	Administrative
	MDD 6.5	Goal tracking	Governance & Partners



ROADS COMMITTEE GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
Roads 1.0	Validate & improve overall conditions	Monitor and maintain the most current road repair plan	
	Roads 1.1	Ensure accuracy of throughfare plan	Connected Community
	Roads 1.2	Monitor and maintain Town road maintenance plan	Connected Community
	Roads 1.3	Collaboration with Staff, Town Council, Boards, Commissions and Committees	Administration
	Roads 1.4	Advocate for assistance and funding for road infrastructure	Fiscal Responsibility
	Roads 1.5	Partnership Opportunities with neighboring communities	Community Engagement & Outreach
	Roads 1.6	Ensure the fiscal responsibility as it relates to Town highway / roadway work	Fiscal Responsibility
	Roads 1.7	Identify short, medium and long term needs of the Town's bridges, culverts and roads	Road Safety
Roads 2.0	Ensure the highest levels of safety	Support Town citizens by monitoring and making recommendations on the Thoroughfare Plan for the betterment of the Town now and in the future	
	Roads 2.1	Road needs study	Road Safety
	Roads 2.2	Road inventory	Community Engagement & Outreach
	Roads 2.3	Bridge study	Road Safety
	Roads 2.4	Traffic flow improvements	Fiscal Responsibility
Roads 3.0	Educate the community	Help to educate the community on all current and future plans for roadways within the Town limits	
	Roads 3.1	Effective communication with citizens	Community Engagement & Outreach
	Roads 3.2	Effective communications with road users	Community Engagement & Outreach
	Roads 3.3	Educate road users	Community Engagement & Outreach
	Roads 3.4	Safe road user behavior	Community Engagement & Outreach
Roads 4.0	Minimize Town's highway and roadway encroachments	Help to minimize trees, landscape, mowing and edging of Town right-of-way properties	
	Roads 4.1	Create process for identifying areas with issues	Road Safety
	Roads 4.2	Implement process to community	Road Safety
	Roads 4.3	Include reporting capabilities on Roads Committee website page	Administration
	Roads 4.4	Identify items that fall into reportable encroachment issues both fixed and moveable	Road Safety
Roads 5.0	Establish community programs	Create and manage programs (i.e., Adopt a road for clean-up) to assist with maintenance of roadways	
	Roads 5.1	Work with TxDOT and Denton County to understand the program options for roads and highway (Adopt a Highway)	Community Engagement & Outreach
	Roads 5.2	Determine requirements and feasibility	Community Engagement & Outreach
	Roads 5.3	Create program for Town	Community Engagement & Outreach
	Roads 5.4	Market program to Towns citizens and businesses	Community Engagement & Outreach
	Roads 5.5	Implement program	Community Engagement & Outreach



PLANNING AND ZONING COMMISSION

GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
P&Z 1.0	Work with MDD and Town Council on Town Square	Focus on strategy, planning and zoning for design elements, and/or guidance for the proposed Town Square initiative to ensure that signage, landscaping, parking, etc. will enhance the Town and increase community pride.	
	P&Z 1.1	Collaboration between MDD and P&Z	Administrative
	P&Z 1.2	Develop benefits of multi-use development	Town Square Planning
	P&Z 1.3	Work with MDD and Town Council on possible locations	Town Square Planning
	P&Z 1.4	Work with MDD on Environmental Zoning Analysis	Town Square Planning
	P&Z 1.5	Work with MDD on impact analysis of locations	Town Square Planning
P&Z 2.0	Review planning and zoning ordinances	On a regular basis document all changes and approvals/denials. Create a document control and review process. Regular training is to be provided to all Commission Members.	
	P&Z 2.1	Create a document control and review process working with Staff	Administrative
	P&Z 2.2	Establish training program for all new and existing Commission Members and track	Administrative
	P&Z 2.3	Review Tree Preservation Ordinance Protection	Ordinances
	P&Z 2.4	Review and rewrite subdivision regulations	Ordinances
	P&Z 2.5	Review and rewrite Comprehensive Zoning Ordinance	Ordinances
	P&Z 2.6	Review sign regulations	Ordinances
P&Z 3.0	Review of Town's Zoning Laws for Comprehensive Plan	The Town's zoning laws need to be reviewed for consistency once the Comprehensive Plan is adopted. To include the review and recommendation to Town Council on subdivision regulations when completed by Staff and Half Associates.	
	P&Z 3.1	Document control and review process working with Staff	Comprehensive Zoning
	P&Z 3.2	Review subdivision regulations	Comprehensive Zoning
	P&Z 3.3	List zoning regulations to review	Comprehensive Zoning
	P&Z 3.4	Review of Future Land Use Map	Comprehensive Zoning
	P&Z 3.5	Review of Zoning Map	Comprehensive Zoning
	P&Z 3.6	Historic preservation and criteria approval assistance	Comprehensive Zoning
P&Z 4.0	Work with Historic Committee	Receive training and work with the Historic Committee on ways to preserve Town features of a historic nature.	
	P&Z 4.1	Establish regular interaction and communications	Administrative
	P&Z 4.2	Trained on historic preservation criteria and guidelines	Administrative
	P&Z 4.3	Identifying and prioritizing possible future historic locations	Historic Committee
P&Z 5.0	Work with Roads Committee on Thoroughfare Plan	Reviews, updates and recommendations.	
	P&Z 5.1	Establish regular interaction and communications	Administrative
	P&Z 5.2	Training on reading and using thoroughfare maps	Administrative
	P&Z 5.3	Discussions and prioritization around thoroughfare plans	Roads Committee (Thoroughfare)
P&Z 6.0	Work with Parks & Rec on Master Parks & Rec Plan	To ensure future development for Master Parks and Recreation Plan will not have a negative impact on wetlands and flood-prone areas.	
	P&Z 6.1	Collaborate with Parks & Rec for assist and updates as needed	Master Parks and Recreation Planning
	P&Z 6.2	Assist with long term strategy when additional land is granted for park, rec, trail usage	Master Parks and Recreation Planning
	P&Z 6.3	Prioritization of locations based on zoning	Master Parks and Recreation Planning



PARKS AND RECREATION ADVISORY BOARD

GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
Parks 1.0	Park & Recreation Inventory	Create inventory of all playgrounds, parks, event centers, etc. This will include all surrounding towns to Cross Roads.	
	Parks 1.1	Create inventory teams	Administrative
	Parks 1.2	Create inventory spreadsheet	Administrative
	Parks 1.3	Compile all data into one master sheet	Administrative
	Parks 1.4	Board meeting approval	Administrative
	Parks 1.5	Data to ED Consultant and Town Administrator	Administrative
Parks 2.0	Unique Cross Roads Town Park & Areas	Determine what will make this current park unique to Cross Roads and work with Town Council and MDD on future planning initiatives (Town Square, Acme Pit, wetlands, etc.)	
	Parks 2.1	Using final inventory, discuss unique options	Capital Improvements
	Parks 2.2	Achieve consensus on unique options	Administrative
	Parks 2.3	Town Administrator / Town Council approval	Administrative
	Parks 2.4	Boards conceptual design plan	Administrative
	Parks 2.5	Funding	Fiscal Responsibility
	Parks 2.6	Communications and marketing plans	Administrative
	Parks 2.7	Future opportunities	Capital Improvements
	Parks 2.8	Implementation of project	Capital Improvements
	Parks 2.9	Town Square initiative	Capital Improvements
	Parks 2.10	Acme park opportunity	Capital Improvements
Parks 3.0	Restrooms, Water Fountain & Phase I Playground Equipment in Park	16' x 16' Restroom with water fountain for human, pets and bottles. Community input on unique equipment for Fish Trap Park.	
	Parks 3.1	Draft conceptual design and obtain approval	Capital Improvements
	Parks 3.2	Funding plan	Fiscal Responsibility
	Parks 3.3	Community input	Events/Marketing/Promotions
	Parks 3.4	Communications plan	Events/Marketing/Promotions
	Parks 3.5	Marketing plan	Events/Marketing/Promotions
	Parks 3.6	Total cost analysis	Fiscal Responsibility
	Parks 3.7	Implement project	Capital Improvements
Parks 4.0	Park Maintenance	Provide safe, functional and aesthetically appealing park and facility	
	Park 4.1	Create a park and property maintenance plan	Maintenance
Parks 5.0	Environmental and Eco-Tourism	Town-wide Parks, Recreation, Trails and Open Space Plan, will aid in working with US Army Corp of Engineers properties along lake and will open up grant opportunities with the Corp.	
	Parks 5.1	Inventory of areas and facilities	Town-wide Parks, Rec, Trails & Open Spaces Plan
	Parks 5.2	Citizen survey - based on Vision 2035	Town-wide Parks, Rec, Trails & Open Spaces Plan
	Parks 5.3	Citizen marketing program	Events/Marketing/Promotions
	Parks 5.4	Understand national standards	Administrative
	Parks 5.5	Needs assessment - based on Vision 2035	Town-wide Parks, Rec, Trails & Open Spaces Plan
	Parks 5.6	Prioritized needs and action items	Town-wide Parks, Rec, Trails & Open Spaces Plan
	Parks 5.7	Draft 10 year plan	Administrative
	Parks 5.8	Parks, Recreational Facilities and Open Spaces Plan	Town-wide Parks, Rec, Trails & Open Spaces Plan
Parks 6.0	Park Improvement projects	Several small improvement projects already approved and in different phases when this document came around: Porta-Potty surround, Bulletin Board stand, Fans, Water line, Dumpster surround	
	Parks 6.1	Fans for the pavilion	Capital Improvements
	Parks 6.2	Run water line	Capital Improvements
	Parks 6.3	Build porta potty surround	Capital Improvements
	Parks 6.4	Build bulletin board stand	Capital Improvements
	Parks 6.5	Build surround for dumpster	Capital Improvements



HISTORIC COMMITTEE GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
Hist 1.0	Identify all areas of historical interest and value	Research, and identify all places of historical or archaeological value. Information can be gained through surveys.	
	Hist 1.1	Research places of possible historical / archaeological value	Research
	Hist 1.2	Create inventory of locations	Administration
	Hist 1.3	Create a preservation plan	Preservation
	Hist 1.4	Locate resources available to assist	Administration
	Hist 1.5	Data collection	Collaboration
	Hist 1.6	Communicate to Town	Communications
Hist 2.0	Ensure historic preservation is considered in future development	Work with Town Council, Staff, and other committees to adopt policies, zoning ordinances, address roadways, tourism, etc. for future Town development	
	Hist 2.1	Discuss and consider possible ordinances to protect historical resources	Administration
	Hist 2.2	Work with P & Z, Roads and MDD on potential sites identified	Administration
Hist 3.0	Funding, grants and other assistance	Research, inventory and apply for funding opportunities for Town historical efforts	
	Hist 3.1	Funding options	Administration
	Hist 3.2	Collaborate with P & Z, Roads and MDD on possible historical locations	Collaboration
Hist 4.0	Create marketing materials for Town based on history	Create marketing collateral (video's, slide shows, presentations, newspaper articles, library displays, brochures, etc.)	
	Hist 4.1	Create communications plan	Communications
	Hist 4.2	Market communications	Communications
	Hist 4.3	Implement plan	Administration
	Hist 4.4	Create marketing collateral	Administration
Hist 5.0	Educate the citizens on history of their Town	Educate the citizens to increase awareness of their local history and raise support for the Historical Committee activities	
	Hist 5.1	Educate citizens on the history of the Town	Education
	Hist 5.2	Foster civic pride	Collaboration
	Hist 5.3	Actively engage citizens and visitors with information	Communications
	Hist 5.4	Tell stories and encourage local appreciation of history and historic preservation action	Preservation
	Hist 5.5	Create educational program	Administration
	Hist 5.6	Create educational marketing collateral	Administration



CROSS ROADS POLICE DEPARTMENT GOALS AND OBJECTIVES

Goals	Primary Objectives	Description	Strategic Area
CRPD 1.0	Administrative Efficiency	Manage, plan and create internal systems that consistently produces desired results.	
	CRPD 1.1	Budget	Fiscal Responsibility
	CRPD 1.2	Records maintenance	Administration and Regulatory
	CRPD 1.3	Strategic growth 3 / 5 / 10 / 20 years	Administration and Regulatory
	CRPD 1.4	Business continuity	Accreditation
CRPD 2.0	Professionalization / Regional Leadership	Provide exemplary service that promotes public confidence and effective criminal justice system.	
	CRPD 2.1	Provide annual training reinforcing Department values	Professional Development
	CRPD 2.2	ABLE - Active Bystander Law Enforcement	Professional Development
	CRPD 2.3	Best Practices - Accreditation by TPCA	Accreditation
CRPD 3.0	Safe Secure Inclusive Community	Contribute to a community where people are unimpeded by the fear of crime and disorder that would adversely impact residential life or commercial activity.	
	CRPD 3.1	Community engagement - communication	Community Engagement
	CRPD 3.2	High visibility patrols	Community Engagement
	CRPD 3.3	External communications needs / expectations	Community Engagement
	CRPD 3.4	Policy for use and response with Media	Community Engagement
	CRPD 3.5	Collaboration for large scale events	Community Engagement
CRPD 4.0	Staffing for the Future	Focus on boosting staffing, increasing efficiency, streamlining hiring processes, increasing training for professional development and succession planning.	
	CRPD 4.1	Recruit and retain professional work force	Administration and Regulatory
	CRPD 4.2	Diversity that mirrors population	Community Engagement
	CRPD 4.3	Salary reviews maintain competitive position	Fiscal Responsibility
	CRPD 4.4	Streamline hiring	Administration and Regulatory
	CRPD 4.5	Supervisory leadership	Professional Development
CRPD 5.0	Operational Excellence	Implementing best practices to efficiently deliver core services to the community.	
	CRPD 5.1	Meet or exceed TCOLE training requirements	Accreditation
	CRPD 5.2	Train to meet emerging threats	Professional Development
	CRPD 5.3	Scheduling efficiency	Response Capacity
	CRPD 5.4	Collaboration	Community Engagement
	CRPD 5.5	Evaluate technology trends	Technology Enhancement
	CRPD 5.6	Formalize recruitment strategy	Professional Development
	CRPD 5.7	Exercise emergency plan	Response Capacity
	CRPD 5.8	Filing criminal cases	Administration and Regulatory
	CRPD 5.9	Incident Management	Administration and Regulatory
	CRPD 5.10	CAD deployment	Technology Enhancement



STAFF AND COURT GOALS AND OBJECTIVES

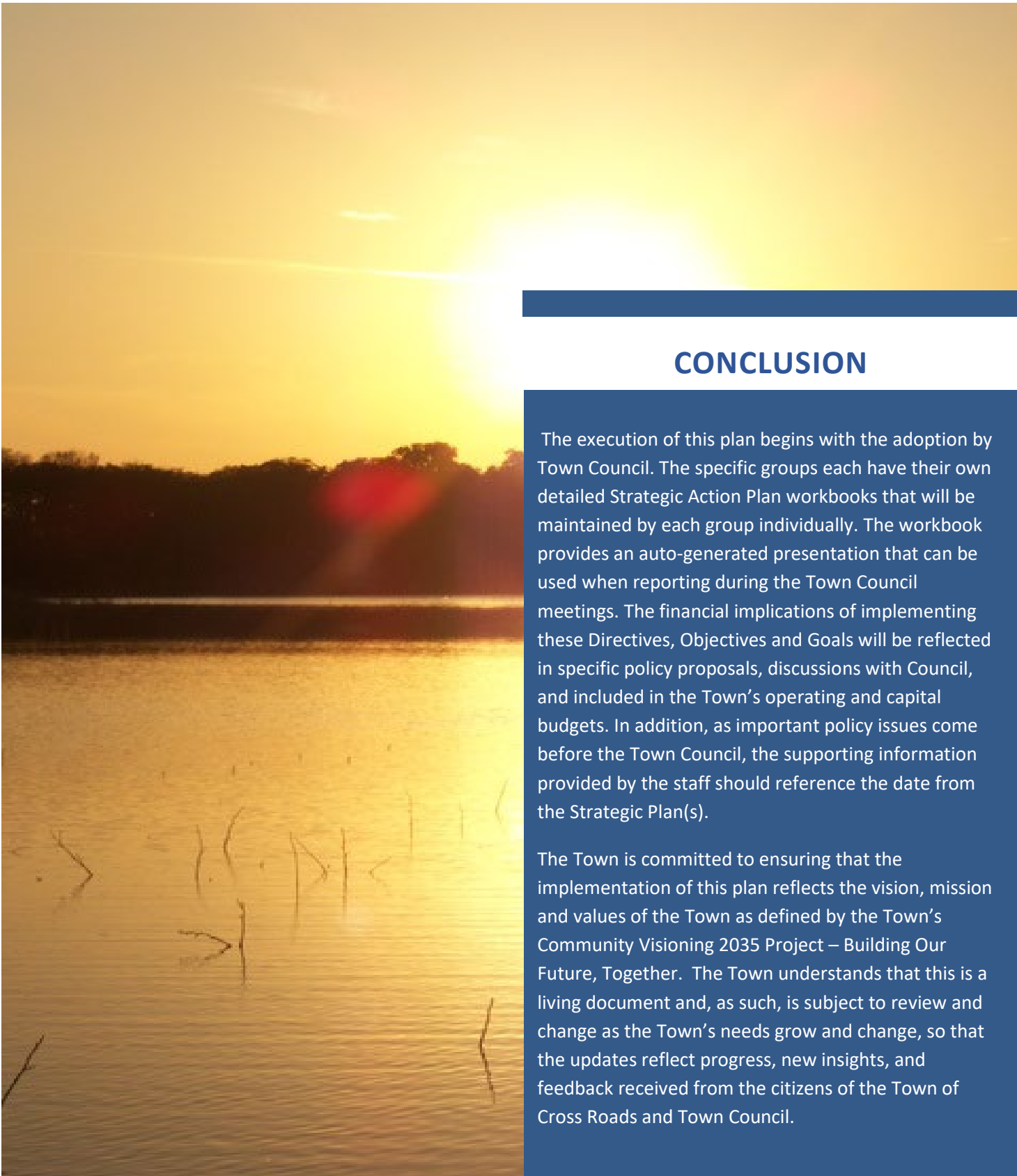
Goals	Primary Objectives	Description	Strategic Area
Staff 1.0	Implementation of Road CIP	Town funded capital improvements for roads	
	Staff 1.1	Prioritize roads for repair, replacement and maintenance.	Maintenance
	Staff 1.2	Ensure there is sufficient funding available	Fiscal Responsibility
	Staff 1.3	Quality roads throughout Town	Citizens Support
Staff 2.0	Solid Waste RFP	New contract for service 2023 - 2028	
	Staff 2.1	Provide quality service	Citizens Support
	Staff 2.2	Best possible pricing	Fiscal Responsibility
	Staff 2.3	Community support for Town Clean Up	Citizens Support
	Staff 2.4	Exclusive agreement	Maintenance
Staff 3.0	Improve and Implement New Development Processes	Subdivision Regulations, Zoning Regulations and enforcement	
	Staff 3.1	Streamline development application and review process	Citizens Support
	Staff 3.2	Update subdivision regulations	Regulatory Initiatives
	Staff 3.3	Update zoning regulations	Regulatory Initiatives
	Staff 3.4	Provide sufficient time to review applications	Internal Town Government Support
	Staff 3.5	Work with P&Z on update of development codes	Development Facilitation
	Staff 3.6	Work with Town Council on update of development codes	Development Facilitation
Staff 4.0	Communications Plan	Develop plan that provides for methods of communications to citizens and stakeholders	
	Staff 4.1	Engage citizens	Citizens Support
	Staff 4.2	Disseminate information on Town regulations	Regulatory Initiatives
	Staff 4.3	Educate on development activities	Development Facilitation
	Staff 4.4	Website is up to date	Citizens Support
	Staff 4.5	Identify appropriate personnel to implement	Internal Town Government Support
Staff 5.0	Update All Town Ordinances	Ensure that Town regulations are current and in compliance with state law	
	Staff 5.1	General Town regulations are current and reflect statutory requirements.	Regulatory Initiatives
	Staff 5.2	Development related ordinances are streamlined	Development Facilitation
	Staff 5.3	Development related ordinances comply with state laws.	Regulatory Initiatives
	Staff 5.4	Traffic and speed ordinances to provide for adequate enforcement by Police Department.	Internal Town Government Support
	Staff 5.5	Nuisances ordinances provide for adequate enforcement by Code Enforcement.	Internal Town Government Support
	Staff 5.6	Administrative ordinances are up to date.	Internal Town Government Support



RECOMMENDATIONS FOR THE TOWN OF CROSS ROADS

Creating a plan does not ensure the success or its implementation. The Town will need to take specific measures to implement this strategic plan and measure progress towards its realization.

- Establish and review outcome measures associated with strategic plan directives and goals annually. Make necessary adjustments as needed to ensure there is correlation between outcome measures and plan directives.
- Utilize this plan as the basis for annual strategic planning and goal setting for the community. This is when the strategies for each year should be formulated for strategic implementation.
- The plan should serve as the basis for the Town's recommended programs for funding and as a focus for discussion of priorities from year to year.
- The plan should link directives and initiatives to the specific budgeted strategies the Town implements or plans to implement during the annual budget process.
- Assign responsibility for implementing the action items and list of other entities that should be involved in the process.
- Reports for each of the seven Strategic Plans that support this summary document should be reviewed with the Mayor and Council Liaison monthly and at Town Council retreats.



CONCLUSION

The execution of this plan begins with the adoption by Town Council. The specific groups each have their own detailed Strategic Action Plan workbooks that will be maintained by each group individually. The workbook provides an auto-generated presentation that can be used when reporting during the Town Council meetings. The financial implications of implementing these Directives, Objectives and Goals will be reflected in specific policy proposals, discussions with Council, and included in the Town's operating and capital budgets. In addition, as important policy issues come before the Town Council, the supporting information provided by the staff should reference the date from the Strategic Plan(s).

The Town is committed to ensuring that the implementation of this plan reflects the vision, mission and values of the Town as defined by the Town's Community Visioning 2035 Project – Building Our Future, Together. The Town understands that this is a living document and, as such, is subject to review and change as the Town's needs grow and change, so that the updates reflect progress, new insights, and feedback received from the citizens of the Town of Cross Roads and Town Council.