



**NOTICE OF TOWN COUNCIL MEETING  
FOR THE TOWN OF CROSS ROADS**

**MONDAY, June 20, 2022 at 7:00 P.M.**

**LOCATION:**

**IN PERSON at 1401 FM 424, CROSSROADS, TEXAS 76227**

**Or**

**View via Zoom Meeting**

**<https://us02web.zoom.us/j/81150615785>**

**Meeting ID: 811 5061 5785**

**One tap mobile**

**+13462487799,,81150615785# US (Houston)**

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

1. Call to Order.
2. Roll Call.
3. Invocation – Frank Lott, Green Valley Baptist Church
4. Pledge of Allegiance – Dave Meek
5. Citizens Input (Items on the agenda and not on the agenda).  
*If commenting via Zoom, please use the Raise Your Hand feature. Please state your full name before speaking. Please limit your comments to three minutes in duration. You are restricted from passing your time or any portion of unused minutes to another citizen for comment.*
6. Council Members' announcements and updates.
7. Mayor's announcements and updates.
8. Updates; Discussion of Same.
  - a. Town Administrator Announcements and Updates – Kristi Gilbert
  - b. Financial Reports – Kristi Gilbert
  - c. Building Permits and Development – Rodney Patterson & Kristi Gilbert
  - d. Law Enforcement – Shaun Short
  - e. Fire Department – Paul Rust
  - f. Committee Reports – MDD, Parks, Connectivity Committee, Historical Committee

**CONSENT AGENDA**

9. Consider approval of the May 16, 2022, Council Meeting Minutes.
10. Consider approval of the May 2022 Financials.
11. Consider approval of an ordinance limit traffic on the bridges on Historic Lane to two axles.

12. Consider approval of a final plat application for the Causseaux Addition located at 3713 Red Mesa Trail, within the extraterritorial jurisdiction of the Town of Cross Roads. (2022-0509-01FPLAT)
13. Consider approval of an Interlocal Agreement with Denton County for Public Safety Application Support and Maintenance for FY 2022-2023 and authorize the Mayor to execute the same.
14. Consider approval of a tree removal permit for a new house located at 1900 Forest Hills.
15. Consider approval of a resolution suspending the effective date of the Oncor's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.
16. Consider approval of an ordinance adopting the 2022 Service and Assessment Plan and updated assessment roll for the Cross Roads Public Improvement District #1.
17. Consider approval of authorizing the Mayor to enter into an agreement with the Texas Department of Transportation for the Furnishing, Installing and Maintenance of Traffic Signal Preemption Equipment to allow for the installation of Opticom at certain intersections within the Town.
18. Consider approval of a resolution authorizing participation in the TexPool investment pools and designating authorized representatives and authorizing the Mayor to execute the participation agreement.

### **REGULAR SESSION**

19. CONDUCT A PUBLIC HEARING, discuss and consider a request by applicant Wylie Dailey on behalf of SitePro Equipment for an amendment to Exhibit B on a Special Use Permit (Ordinance 2021-0719-02) to allow for the removal of the new building and relocation of the fence for Tract 84 and 84B, of the H. White Abstract A1332A, generally located at 7557 US 377, Cross Roads, Denton County, Texas. (2022-0404-05SUP)
20. Discuss and consider approval of an ordinance amending the Fiscal Year 2021-2022 Adopted Budget.
21. Discuss and consider items related to the Fiscal Year 2022-2023 budget.
22. Discuss and consider approval of the scope of services and associated costs for construction plans, specifications, and estimates for Phase 1 of the Street Rehabilitation Program and authorize the Mayor to execute associated documents.
23. Discuss and consider an ordinance changing the speed limits for roadways included in the Oak Shores subdivision.
24. Discuss and consider approval of a resolution authorizing appointments to the Cross Roads Parks and Recreation Board.

## **EXECUTIVE SESSION**

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 –
    1. Pending litigation James Edland v. Town of Cross Roads, Texas, Case No. 22-0056-362.
    2. Lovett 380 Agreement
    3. Code Enforcement – Short Term Rentals
  - b. Section 551.074 Personnel – Town Administrator Annual Performance Evaluation
26. Take action as may be necessary or appropriate on matters discussed in Executive Session.

## **ADJOURN**

### Future Meetings and Events:

All citizens are invited to participate; schedule may change.

- *Planning and Zoning Commission Meeting – Tuesday, July 5, 2022 at 7:00 p.m.*
- *Parks and Recreation Board Meeting – Wednesday, July 6, 2022 at 7:00 p.m.*
- *Town Council Meeting – Monday, July 11, 2022 at 7:00 p.m. – Note, second Monday of the Month*
- *Municipal Development District Meeting – Thursday, July 14, 2022 at 7:00 p.m.*
- *Town Council Meeting – Monday, July 25, 2022 at 7:00 p.m. – Note, fourth Monday of the Month*

## **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, June 17<sup>th</sup>, 2022 by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

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.

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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 \_\_\_\_\_, 2022.

\_\_\_\_\_, Title: \_\_\_\_\_

# CROSS ROADS POLICE DEPARTMENT



## Police Department Council Report

Chief Shaun Short

June 20, 2022

# Police Operations

## ➤ May Police Reports

- **16 Crash Investigations**
  - 12 - US380
  - 4 - Other
- **2 Persons Crimes**
  - 1 Family Violence
- **6 Property Crime**
  - 5 Retail theft
  - 1 Hit and Run Damage
  - 1 Credit Card Abuse
- **18 - Society**
  - 3 Intoxicated Driving
  - 15 Drug Paraphernalia / MIP / PI

## ➤ May Incident Type Summary

- **30 Agency Assist**
- **17 Alarm**
- **23 Animal Complaint**
- **10 Disturbance**
- **9 Motorist Assist**
- **7 Open Door**
- **6 Road Blockage**
- **22 Suspicious Person**
- **649 Traffic Stop**
- **2 Welfare Concern**
- **214 Unclassified**

**989 Total Incidents**

# Police Operations Monthly Comparison

■ January ■ February ■ March ■ April ■ May



# Police – Administrative

## ➤ Training

- Hosted Death Investigation Course with presentation by ME with approximately 25 officers from agencies in the area in attendance.
- Gotthardt completed NIBRS training at FBI Dallas Field Office.
- Radar trailer set up on Fishtrap and Historic.
- Participated in Denton County Fallen Officer Memorial as part of Police Week.
- Made contingent offer to experienced applicant expected start date June 20.



INTEGRITY

CUSTOMER  
SERVICE

EFFICIENCY

INNOVATION

# Town of Cross Roads Monthly Report

May 2022





Average  
Emergency  
Call  
Processing:  
**58 secs**

Average  
Emergency  
Response:  
**8 mins, 4 secs**

# 34 Incidents

Incident Count Breakdown	
Fires:	4 (3 Vehicles and a Rubbish Fire)
EMS/Rescues:	20 (13 medical calls and 7 MVAs)
Hazardous Conditions:	0
Service Calls:	3
Good Intentions:	5
False Alarms:	2

Incident Date	NFIRS Number	Incident Address	Incident Type	Apparatus	Priority	Dispatched	Arrival
5/3/2022	0001882	8800 -100 E UNIVERSITY DR	Smoke detector malfunction	Engine 3	Emergent	4:38:53 AM	4:48:20 AM
5/4/2022	0001897	FM 424 / HWY 377	MVA w/no injuries	Quint 3	Emergent	7:22:03 AM	7:31:06 AM
5/6/2022	0001920	650 OAK BLUFF DR	EMS call	Medic 3	Emergent	7:34:10 AM	7:49:45 AM
5/6/2022	0001923	E UNIVERSITY DR / OAK GROVE LN	MVA with injuries	Medic 3	Emergent	2:45:07 PM	2:50:13 PM
5/9/2022	0001964	E UNIVERSITY DR / WALMART DR	Canceled en route	Quint 3	Non-Emergent	8:54:50 AM	Canceled
5/10/2022	0001987	11450 -100 E UNIVERSITY DR	EMS call	Quint 3	Emergent	3:01:01 PM	3:07:51 PM
5/10/2022	0001988	11450 -100 E UNIVERSITY DR	MVA w/no injuries	Medic 3	Emergent	3:25:00 PM	3:26:36 PM
5/11/2022	0002003	11350 -100 E UNIVERSITY DR	EMS call	Medic 3	Emergent	1:31:10 PM	1:37:01 PM
5/11/2022	0002007	E UNIVERSITY DR / OAK BLUFF DR	Vehicle fire	Quint 3	Emergent	6:36:44 PM	6:48:17 PM
5/13/2022	0002034	12000 -100 E UNIVERSITY DR	Vehicle fire	Medic 3	Emergent	2:52:40 PM	2:58:52 PM
5/14/2022	0002050	FM 424 / E UNIVERSITY DR	MVA with injuries	Quint 3	Emergent	10:27:33 AM	10:33:04 AM
5/15/2022	0002073	11700 E UNIVERSITY DR	Animal rescue	Medic 3	Emergent	2:29:11 PM	2:36:25 PM
5/16/2022	0002086	E UNIVERSITY DR / WALMART DR	MVA with injuries	Quint 3	Emergent	10:41:37 AM	10:42:24 AM
5/16/2022	0002094	11350 -100 E UNIVERSITY DR	EMS call	Quint 3	Emergent	4:34:10 PM	4:41:13 PM
5/17/2022	0002105	E UNIVERSITY DR / NAYLOR RD	Canceled en route	Medic 3	Non-Emergent	6:48:50 PM	Canceled
5/18/2022	0002111	E UNIVERSITY DR / FISHTRAP RD	Public service	Quint 3	Emergent	8:44:25 AM	8:54:22 AM
5/18/2022	0002113	WINDSONG LN / HICKORY CHASE DR	Vehicle fire	Quint 3	Emergent	12:14:02 PM	12:27:48 PM
5/20/2022	0002139	11700 E UNIVERSITY DR	EMS call	Engine 3	Emergent	9:04:53 PM	9:12:33 PM
5/20/2022	0002141	UNIVERISTY / 377	Assist police	Engine 3	Emergent	11:10:12 PM	11:22:15 PM
5/21/2022	0002153	11700 E UNIVERSITY DR	EMS call	Medic 3	Emergent	5:39:41 PM	5:45:58 PM
5/21/2022	0002154	10001 E UNIVERSITY DR	MVA w/no injuries.	Medic 3	Emergent	6:20:38 PM	6:28:14 PM
5/22/2022	0002165	11350 -100 E UNIVERSITY DR	EMS call	Engine 3	Emergent	1:51:17 PM	1:57:41 PM
5/23/2022	0002179	4101 NAYLOR RD	EMS call	Medic 3	Emergent	12:55:09 PM	1:03:49 PM
5/23/2022	0002182	510 SPRING MOUNTAIN RD	Canceled en route	Battalion 1	Non-Emergent	2:15:31 PM	Canceled
5/24/2022	0002202	10 MESQUITE RDG	Outside rubbish fire	Brush 1	Emergent	11:42:08 AM	11:55:11 AM
5/24/2022	0002203	10001 E UNIVERSITY DR	EMS call	Medic 3	Emergent	12:08:06 PM	12:16:42 PM
5/25/2022	0002222	E UNIVERSITY DR / HWY 377	MVA with injuries	Medic 3	Emergent	11:06:06 PM	11:15:34 PM
5/27/2022	0002237	2501 NAYLOR RD	HazMat release investigation	Quint 3	Non-Emergent	7:41:10 AM	7:53:59 AM
5/27/2022	0002238	11350 -100 E UNIVERSITY DR	EMS call	Medic 1	Emergent	8:55:18 AM	9:01:57 AM
5/27/2022	0002252	1305 ACMITE AVE	EMS call	Medic 3	Emergent	9:59:03 PM	10:06:40 PM
5/28/2022	0002258	11700 E UNIVERSITY DR	EMS call	Medic 3	Emergent	2:42:29 PM	2:50:35 PM
5/29/2022	0002271	2401 E UNIVERSITY DR	Alarm system activation	Quint 3	Emergent	2:01:54 PM	2:11:01 PM
5/31/2022	0002293	6400 E UNIVERSITY DR	Canceled en route	Battalion 1	Non-Emergent	10:22:02 AM	Canceled
5/31/2022	0002301	1400 FM 424	EMS call	Medic 3	Emergent	2:06:02 PM	2:06:16 PM



# Org Chart

71 Full-Time Funded  
Positions



- One current opening for Firefighter
- Currently have 5 Firefighters completing Paramedic Training



# *Station 4: Location and Progress*





**MINUTES OF TOWN COUNCIL MEETING FOR THE  
TOWN OF CROSS ROADS MONDAY, May 16, 2022  
at 7:00 P.M. LOCATION: IN PERSON at  
1401 FM 424, CROSSROADS, TEXAS 76227  
Or Zoom Meeting**

1. Call to Order – **7:00 P.M.**
2. Roll Call – **Mayor Tompkins; Council Members Meek, King, and Gaalema; Phillips and White-Stevens were absent. Council Member Neubauer joined Council at dais after being sworn in (Item 23).**
3. Invocation – **Karen Black**
4. Pledge of Allegiance – **Greg Gaalema**
5. Citizens Input (Items on the agenda and not on the agenda).  
**No in-person or virtual comments.**  
**Email:**  
**Connie Lipscomb – against naming Denton Record Chronicle as the paper of record.**
6. Council Members' announcements and updates.  
**- King congratulated newly elected officials, spoke about two events: National Day of Prayer and the honoring of the Town's late officer, Chris Bardwell, acknowledging his service to Cross Roads.**  
**- Meek congratulated the newly elected officials.**
7. Mayor's announcements and updates.  
**Mayor Tompkins gave a recap of the National Day of Prayer event, acknowledging Karen Black's organization of local participation; announced the local Community Market; Bank of America and Edward Jones' ribbon cuttings; announced a 4.6 sales tax increase; stated that residents are in favor of the 2035 Vision and a strategic plan is necessary to accomplish the Town's goals**
8. Updates; Discussion of Same.
  - a. Town Administrator Announcements and Updates
  - b. Financial Reports – **Kristi Gilbert gave a financial update, with revenues more than expenditures**
  - c. Building Permits and Development – **Rodney Patterson & Kristi Gilbert Permits under review – Walmart remodel, Salad and Go signs, 29 Acres residential building, a few miscellaneous and tree permits, Rustic Furniture and Salad and Go are under construction, and Chick-fil-a's drive-thru canopy; about 50 residential homes are under construction; two additions and several**

**pools; staff is receiving a lot of inquiries about predevelopment and submission for meetings with staff for properties primarily along the 380 corridor; one of the development applications submitted is in the Town's ETJ where the Town does not control zoning, so the application will be reviewed for platting only.**

- d. Law Enforcement – **Chief Shaun Short explained the current numbers in police operations are similar to previous months' reports; officers are completing various trainings; currently focusing on speed compliance in various areas of Town**
- e. Fire Department – **Chief Paul Rust gave an update on Station Four, which will be located on 720 nine-tenths of a mile off of US 380, stating it is on course to be completed on time and will be a fire station as well as a police substation**

**BREAK FROM 7:30 P.M. to 7:35 P.M.**

**Chief Rust explained the difference in response times due to cancelled and non-emergency calls, and he stated the vehicle that arrives first stops the response time; the average response time was eight minutes, and he explained how response times are calculated**

- f. Committee Reports – MDD, Parks, Connectivity Committee, Historical Committee
  - **Chairs for MDD and Parks were not in attendance due to illness.**
  - **Sharon Baca gave an explanation of and update from the resident-led Connectivity Committee.**
  - **Blanche Dillon stated the Historical Committee has not met.**

### **CONSENT AGENDA**

- 9. Consider approval of the April 18, 2022, Council Meeting Minutes.
- 10. Consider approval of the April 2022 Financials.
- 11. Consider approval of an Interlocal Agreement with Denton County for Public Safety Application Support and Maintenance and authorize the Mayor to execute the same.
- 12. Discuss and consider a recommendation to the Town Council on a preliminary plat application for the Causseaux Addition located at 3713 Red Mesa Trail, within the extraterritorial jurisdiction of the Town of Cross Roads. (2022-0404-01PPLAT)
- 13. Discuss and consider a request by Edward Eckart on behalf of the property owner for a 180-day extension on the final plat approval for the Oak Hill Ranch, Phase 2 Addition located within the Town of Cross Roads, generally located on the east side of Naylor Road approximately 2,250 feet south of US 380 (2021-0405-13FPLAT)  
**Motion to approve the Consent Agenda made by Gaalema;  
Second by Meek;  
Passed unanimously.**

**REGULAR SESSION**

- 14. Discuss and consider a recommendation to the Town Council on a preliminary plat application for the Rock Creek Addition located at 6025 Rock Hill Rd. partially within the Town of Cross Roads and partially within Cross Roads ETJ. (2022-0307-02PPLAT)  
**Motion to approve made by King;**  
**Second by Gaalema;**  
**Passed unanimously.**
  
- 15. Receive a presentation and discuss Cross Roads Police Department activities and resources.  
**Chief Short gave a presentation about the Police Department activities and resources.**
  
- 16. Discuss updated five-year budget forecasts and capital projects priorities.  
**Town Administrator Kristi Gilbert gave a high-level overview of the FY2022 budget and five-year forecast.**
  
- 17. Discuss and consider action on a proposal from Greater Yield, LLC and Mundo & Associates, Inc. for the Vision 2035 Strategic and Comprehensive Plan.  
**Motion to approve acting on a proposal from Greater Yield, LLC and Mundo & Associates, Inc. for the Vision 2035 Strategic and Comprehensive Plan made by Meek;**  
**Second by King;**  
**Gaalema voted no;**  
**Passed 2 to 1.**
  
- 18. Discuss and consider an ordinance changing the speed limits at various locations throughout town.  
**Motion to approve an ordinance amending speed limits as follows:**

<b>Street</b>	<b>Portion of Street</b>	<b>Miles Per Hour</b>
Naylor Road	All points within town	40
New Hope	All points within town	35
Moseley	All points within town	35
South Potter Shop	North of Tipps Road only	35
North Potter Shop	All points within town	35
Fishtrap	All points within town	35
Tipps	All points within town	35
US Highway 380	All points within town	60
Dr. Griffin	All points within town	35
Historic Lane	All points within town	25
Mill Creek Rd	All points within town	25
Keyes Ln	From Tipps Road to Mill Creek Rd	35
Keyes Ln	South of Mill Creek Rd	30

Oak Shores Dr (East and West)	All points within town	30
Oak Shores Ct	All points within town	30
Oak Shores Cir	All points within town	30
Oak Point Dr	All points within town	30
Oak View Dr	All points within town	30
Oak View Ct	All points within town	30
Oak Hill Ct	All points within town	30

**Made by Meek;  
Second by Gaalema;  
Passed unanimously.**

19. Discuss and consider repairs to Tipps Road culvert including the possibility of directing staff to solicit requests for proposals.

**Motion to direct staff to solicit requests for proposals based on Town Engineer's information made by Gaalema;  
Second by King;  
Passed unanimously.**

20. Discuss and consider appointments to the Planning and Zoning Commission.

**Motion to appoint the following to the Planning and Zoning Commission, effective immediately:**

- **Steven Zuczek as a Commissioner**
- **Chris Paus as a Commissioner**
- **Scott Bryant as a Commissioner**
- **David Lawson as a Commissioner**
- **Brian Lagano as an Alternate Commissioner**

**Made by Meek;  
Second by Gaalema;  
Passed unanimously.**

21. Discuss and consider designating the official newspaper of record for the Town of Cross Roads.

**Motion to designate Denton Record Chronicle as the newspaper of record for the Town made by Gaalema;  
Second by Meek;  
Passed unanimously.**

### **CANVASS ELECTION RESULTS**

22. Discuss and consider an ordinance canvassing the results of the May 7, 2022 General Municipal Election.

**Motion to approve an ordinance canvassing the results of the May 7, 2022 General Municipal Election made by Meek;  
Second by King;  
Passed unanimously.**



23. Administer Oath of Office and Issue Certificate of Election to Newly Elected Officials.  
**Mayor Tompkins administered the Oath of Office and issued Certificates of Election to Council Members Greg Gaalema and Kay Neubauer.**

**Council Member Kay Neubauer took her seat at the dais.**

**Town Secretary Donna Butler administered the Oath of Office and issued the Certificate of Office to Mayor Tompkins.**

24. Discuss and consider a resolution appointing the Mayor Pro Tem.  
**Motion to appoint Council Member Dave Meek Mayor Pro Tem made by Gaalema;  
Second by Neubauer;  
Meek abstained;  
Passed 3 to 0.**

**EXECUTIVE SESSION – 9:39 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 –
    - 1. Pending litigation James Edland v. Town of Cross Roads, Texas, Case No. 22-0056-362.
    - 2. Update, briefing, training and legal advice on ongoing projects requiring advice from the Town Attorney, including economic development (551.087) and real estate (551.072).

**RECONVENED at 10:27 P.M.**

26. Take action as may be necessary or appropriate on matters discussed in Executive Session.  
**No action taken.**
27. Discuss and consider the final division of assets between the Town of Cross Roads and the City of Krugerville for the Northeast Police Department and the Northeast Municipal Court, including outstanding audits, revenues from the sale of the building at 100 Kruger Road, Krugerville, Texas and authorizing the Mayor to execute a wind-down disbursement agreement and associated payments.  
**Motion to approve the final division of assets between the Town of Cross Roads and the City of Krugerville for the Northeast Police Department and the Northeast Municipal Court, including outstanding audits, revenues from the sale of the building at 100 Kruger Road, Krugerville, Texas and authorizing the Mayor to execute a wind-down disbursement agreement and associated payments made by Gaalema;  
Second by Neubauer;  
Passed unanimously.**

**ADJOURNED at 10:38 P.M.**

\_\_\_\_\_  
T. Lynn Tompkins, Jr., Mayor

\_\_\_\_\_  
Donna Butler, Town Secretary



# COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

Consider action on the Town's monthly financial reports – May 2022.

Prepared by:

Kristi Gilbert, Town Administrator

Budget versus Actuals Report:

The attached financials are the unaudited financials as of May 31, 2022. The report is reflective of eight months (67%) of the fiscal year. Most revenues should be tracking at 33% or lower, indicative of revenues at or exceeding budget projections. Most expenses should be tracking at 33% or higher, indicative of expenses at or lower than budget projections. Overall, general fund revenues are tracking at 12.76% and expenses are tracking at 46.3% with \$1,367,663.37 in excess revenue over expenditures. May includes the deposit of \$529,902.38 from the dissolution of the Northeast Municipal Court and the Northeast Police Department. If these deposits were removed from the monthly totals, our revenue would be tracking at 27.4%.

The following are exceptions of note:

- Electric and gas franchise fees, development fees, health inspection fees, and administrative fees are tracking significantly better than expected.
- Sales tax revenues are continuing to increase, but the rate of increase is beginning to slow.
- Expenses are exceeding budgeted projections for a handful of items due to unanticipated activity. This includes office supplies, capital improvements (sign installation at Town Hall and PD), uniforms, utilities, and minor equipment. Adjustments to the budget are proposed at this meeting.
- Residential and commercial permits are lower than budgeted.
- Municipal Court revenue is trending upwards. For Q1 FY22, the average monthly income was approximately \$10,900. For Q2 FY22 collections averaged \$15,130. April's revenue was \$16,740 and May's revenue was \$27,042.

With the new finance software, we have added some new accounts that are proposed as amendments to the budget later on in the agenda. We have also recategorized some expenses to allow for greater transparency. A journal entry was posted on May 31, 2022 with these transfers. The journal entry is enclosed in the packet for reference.

Recommended Action:

Staff recommends approval.

Attachments:

May Finance Report

Transaction Detail

May 31, 2022 Journal Entry

Town of Cross Roads  
 Revenue And Expense Report  
 As of May 31, 2022

6/6/2022 4:58 PM

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							
-	<u>877,576.26</u>	<u>3,148,945.17</u>	<u>3,609,315.00</u>	<u>460,369.83</u>	<u>12.76%</u>	<u>2,516,509.43</u>	<u>3,806,822.12</u>
Revenue Totals	<u><u>877,576.26</u></u>	<u><u>3,148,945.17</u></u>	<u><u>3,609,315.00</u></u>	<u><u>460,369.83</u></u>	<u><u>12.76%</u></u>	<u><u>2,516,509.43</u></u>	<u><u>3,806,822.12</u></u>
Expense Summary							
110-Administration	63,915.00	917,999.41	1,360,855.00	442,855.59	32.54%	875,450.40	1,396,627.49
210-Municipal Court	5,527.29	19,394.54	25,000.00	5,605.46	22.42%	0.00	0.00
310-Police	88,688.28	819,698.91	1,391,052.98	571,354.07	41.07%	664,296.00	1,133,597.33
410-Parks & Recreation	1,375.68	5,790.09	27,500.00	21,709.91	78.95%	10,880.08	19,875.95
510-Community Development	0.00	50.00	0.00	(50.00)	0.00%	0.00	950.00
520-Inspection	0.00	8,460.00	71,000.00	62,540.00	88.08%	6,612.00	16,122.00
610-Public Works	4,518.43	22,580.82	441,422.56	418,841.74	94.88%	302,974.96	316,734.93
710-Transfers Out	<u>0.00</u>	<u>(12,691.97)</u>	<u>0.00</u>	<u>12,691.97</u>	<u>0.00%</u>	<u>0.00</u>	
Expense Totals	<u><u>164,024.68</u></u>	<u><u>1,781,281.80</u></u>	<u><u>3,316,830.54</u></u>	<u><u>1,535,548.74</u></u>	<u><u>46.30%</u></u>	<u><u>1,860,213.44</u></u>	<u><u>2,883,907.70</u></u>
Revenues Over(Under) Expenditures	<u><u>713,551.58</u></u>	<u><u>1,367,663.37</u></u>	<u><u>292,484.46</u></u>	<u><u>0.00</u></u>	<u><u>0.00%</u></u>	<u><u>656,295.99</u></u>	<u><u>922,914.42</u></u>

Town of Cross Roads  
 Revenue and Expense Report  
 As of May 31, 2022

#####

100 - General	Department Reven	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
<b>-----</b>						
<u>Sales Taxes</u>						
-40100	Sales Tax Revenue	287,388.07	2,132,402.86	2,753,132.00	620,729.14	22.55%
-40110	Mixed Beverage Tax Revenue	2,103.01	13,554.73	18,375.00	4,820.27	26.23%
	<b>Total Sales Taxes</b>	<b>289,491.08</b>	<b>2,145,957.59</b>	<b>2,771,507.00</b>	<b>625,549.41</b>	<b>22.57%</b>
<u>Franchise Taxes</u>						
-40120	Franchise Tax Telecom	858.78	2,792.09	4,750.00	1,957.91	41.22%
-40121	Franchise Tax Waste	0.00	11,613.95	24,750.00	13,136.05	53.07%
-40122	Franchise Tax Electric	0.00	96,378.93	90,000.00	(6,378.93)	(7.09%)
-40123	Franchise Tax Gas	153.82	19,620.64	12,375.00	(7,245.64)	(58.55%)
-40124	Franchise Tax Mustang SUD	0.00	14,163.41	17,820.00	3,656.59	20.52%
	<b>Total Franchise Taxes</b>	<b>1,012.60</b>	<b>144,569.02</b>	<b>149,695.00</b>	<b>5,125.98</b>	<b>3.42%</b>
<u>Licenses &amp; Permits</u>						
-40200	Development/Plattng/Permit Fees	1,238.53	28,368.53	20,000.00	(8,368.53)	(41.84%)
-40201	Infrastructure Inspection Fees	11,924.08	24,184.44	60,000.00	35,815.56	59.69%
-40202	Residential Bldg Permits and Inspections	1,900.00	90,001.36	240,000.00	149,998.64	62.50%
-40203	Commercial Bldg Permits and Inspections	9,011.50	36,913.46	120,000.00	83,086.54	69.24%
-40204	Septic Permits and Fees	0.00	5,790.00	8,000.00	2,210.00	27.63%
-40206	Health Inspection and Fees	0.00	15,450.00	11,500.00	(3,950.00)	(34.35%)
-40207	Alcohol Permit/License	0.00	1,320.00	0.00	(1,320.00)	0.00%
-40208	Signs Permit and Fees	200.00	2,750.00	4,250.00	1,500.00	35.29%
	<b>Total Licenses &amp; Permits</b>	<b>24,274.11</b>	<b>204,777.79</b>	<b>463,750.00</b>	<b>258,972.21</b>	<b>55.84%</b>
<u>Court Revenue</u>						
-40210	Municipal Court Fines	27,041.82	120,737.03	190,000.00	69,262.97	36.45%
	<b>Total Court Revenue</b>	<b>27,041.82</b>	<b>120,737.03</b>	<b>190,000.00</b>	<b>69,262.97</b>	<b>36.45%</b>
<u>Fines and Fees</u>						
-40300	Administrative Fees	2,095.11	10,401.15	2,000.00	(8,401.15)	(420.06%)

-40314 Credit Card Processing Fee	293.13	2,124.13	1,000.00	(1,124.13)	(112.41%)
Total Fines and Fees	<u>2,388.24</u>	<u>12,525.28</u>	<u>3,000.00</u>	<u>(9,525.28)</u>	<u>(317.51%)</u>
<u>Contributions</u>					
-40304 MDD Contribution	0.00	12,181.50	24,363.00	12,181.50	50.00%
Total Contributions	<u>0.00</u>	<u>12,181.50</u>	<u>24,363.00</u>	<u>12,181.50</u>	<u>50.00%</u>
<u>Investment Income</u>					
-40306 Interest Revenue	719.18	5,216.67	7,000.00	1,783.33	25.48%
Total Investment Income	<u>719.18</u>	<u>5,216.67</u>	<u>7,000.00</u>	<u>1,783.33</u>	<u>25.48%</u>
<u>Miscellaneous</u>					
-40315 Miscellaneous Income	3,271.56	4,852.60	0.00	(4,852.60)	0.00%
Total Miscellaneous	<u>3,271.56</u>	<u>4,852.60</u>	<u>0.00</u>	<u>(4,852.60)</u>	<u>0.00%</u>
<u>Intergovernmental</u>					
-40410 Intergovernmental Revenue	0.00	192.27	0.00	(192.27)	0.00%
-40412 NEMC Disbursement	201,102.41	201,102.41	0.00	(201,102.41)	0.00%
-40413 NEPD Disbursement	328,799.97	328,799.97	0.00	(328,799.97)	0.00%
-40419 NEMC Personnel Reimbursement	0.00	1,748.00	0.00	(1,748.00)	0.00%
Total Intergovernmental	<u>529,902.38</u>	<u>531,842.65</u>	<u>0.00</u>	<u>(531,842.65)</u>	<u>0.00%</u>
<u>Transfers</u>					
-40910 Transfers In	(524.71)	(33,714.96)	0.00	33,714.96	0.00%
Total Transfers	<u>(524.71)</u>	<u>(33,714.96)</u>	<u>0.00</u>	<u>33,714.96</u>	<u>0.00%</u>
Total	<u>877,576.26</u>	<u>3,148,945.17</u>	<u>3,609,315.00</u>	<u>460,369.83</u>	<u>12.76%</u>
Total Revenue	<u>877,576.26</u>	<u>3,148,945.17</u>	<u>3,609,315.00</u>	<u>460,369.83</u>	<u>12.76%</u>

100 - General	Department Expen	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining
<u>110-Administration</u>						
<u>Personnel and Benefits</u>						
110-51101	Payroll Expenses: Wages	28,835.84	276,580.44	424,600.00	148,019.56	34.86%
110-51102	Overtime	0.00	0.00	500.00	500.00	100.00%
110-51105	Longevity Pay	0.00	795.00	0.00	(795.00)	0.00%
110-51109	Auto Allowance	150.00	1,200.00	1,800.00	600.00	33.33%
110-51210	Payroll Expenses: Company Contributions: Retirement	2,087.80	20,761.56	32,150.00	11,388.44	35.42%
110-51215	Payroll Expenses: Taxes	2,190.06	21,271.39	37,050.00	15,778.61	42.59%
110-51216	Employee Health Benefits	2,938.91	27,923.95	44,000.00	16,076.05	36.54%
110-51220	Workers Compensation	0.00	4,460.96	11,950.00	7,489.04	62.67%
110-51230	Unemployment	0.98	345.59	0.00	(345.59)	0.00%
	Total Personnel and Benefits	<u>36,203.59</u>	<u>353,338.89</u>	<u>552,050.00</u>	<u>198,711.11</u>	<u>36.00%</u>
<u>Supplies</u>						
110-52014	Office Supplies	335.28	4,390.60	4,000.00	(390.60)	(9.77%)
110-52030	Postage	120.00	613.73	1,000.00	386.27	38.63%
110-52100	Minor Tools and Equipment	0.00	1,022.12	0.00	(1,022.12)	0.00%
	Total Supplies	<u>455.28</u>	<u>6,026.45</u>	<u>5,000.00</u>	<u>(1,026.45)</u>	<u>(20.53%)</u>
<u>Contractual Services</u>						
110-53001	Accounting and Auditing Fees	3,000.00	3,673.45	7,500.00	3,826.55	51.02%
110-53002	Advertising and Promotion	0.00	3,782.48	12,000.00	8,217.52	68.48%
110-53004	Software	(7,877.94)	24,578.32	27,000.00	2,421.68	8.97%
110-53006	Codification Services	0.00	0.00	2,000.00	2,000.00	100.00%
110-53010	Property and Liability Insurance	0.00	6,895.28	8,500.00	1,604.72	18.88%
110-53012	Legal Fees	6,360.48	33,944.54	48,000.00	14,055.46	29.28%
110-53015	Dues and Subscriptions	13.00	146.00	900.00	754.00	83.78%
110-53016	Public Notices/Dues	0.00	578.75	1,200.00	621.25	51.77%
110-53022	Training and Travel	929.36	3,088.30	12,000.00	8,911.70	74.26%
110-53030	PayPal Charge	307.21	2,166.02	1,000.00	(1,166.02)	(116.60%)
110-53045	Lease and CAM Pmts - Town Hall	4,851.77	40,084.41	68,900.00	28,815.59	41.82%
110-53050	Careflite Services	0.00	1,944.00	2,575.00	631.00	24.50%

110-53055 City of Aubrey Library Fund	0.00	0.00	21,500.00	21,500.00	100.00%
110-53065 Mowing and ROW Cleanup	5.82	5.82	0.00	(5.82)	0.00%
110-53080 Engineering Services	2,035.75	34,729.74	60,000.00	25,270.26	42.12%
110-53083 Professional Services	13,688.66	21,621.57	40,000.00	18,378.43	45.95%
110-53084 Code Enforcement Services	0.00	0.00	2,000.00	2,000.00	100.00%
110-53110 Utilities	551.49	3,375.84	6,600.00	3,224.16	48.85%
110-53225 Interlocal Fire	0.00	339,225.00	452,830.00	113,605.00	25.09%
110-53610 Election Expense	126.50	282.25	8,000.00	7,717.75	96.47%
110-53800 Sales Tax Overpmt 12/21 to 5/25 Payback	1,692.00	10,152.00	0.00	(10,152.00)	0.00%
Total Contractual Services	<u>25,684.10</u>	<u>530,273.77</u>	<u>782,505.00</u>	<u>252,231.23</u>	<u>32.23%</u>
<u>Maintenance</u>					
110-54010 Building Maintenance/Cleaning	480.00	3,128.01	0.00	(3,128.01)	0.00%
110-54018 Repair and Maintenance	10.81	995.55	4,000.00	3,004.45	75.11%
110-54020 Vehicles Maintenance	832.37	1,597.98	2,300.00	702.02	30.52%
Total Maintenance	<u>1,323.18</u>	<u>5,721.54</u>	<u>6,300.00</u>	<u>578.46</u>	<u>9.18%</u>
<u>Capital Outlay</u>					
110-58007 Capital Improvements	248.85	22,638.76	15,000.00	(7,638.76)	(50.93%)
Total Capital Outlay	<u>248.85</u>	<u>22,638.76</u>	<u>15,000.00</u>	<u>(7,638.76)</u>	<u>(50.93%)</u>
Total Administration	<u>63,915.00</u>	<u>917,999.41</u>	<u>1,360,855.00</u>	<u>442,855.59</u>	<u>32.54%</u>



210-Municipal Court -----

Personnel and Benefits

210-51101 Payroll Expenses: Wages	800.00	3,500.00	0.00	(3,500.00)	0.00%
210-51215 Payroll Expenses: Taxes	61.20	260.10	0.00	(260.10)	0.00%
210-51230 Unemployment	0.80	4.20	0.00	(4.20)	0.00%
Total Personnel and Benefits	<u>862.00</u>	<u>3,764.30</u>	<u>0.00</u>	<u>(3,764.30)</u>	<u>0.00%</u>

Supplies

210-52014 Office Supplies	(857.59)	1,130.73	3,000.00	1,869.27	62.31%
210-52020 Court Supplies	0.00	220.00	3,000.00	2,780.00	92.67%
210-52030 Postage	937.14	1,169.14	0.00	(1,169.14)	0.00%
210-52100 Minor Tools and Equipment	0.00	761.92	0.00	(761.92)	0.00%
Total Supplies	<u>79.55</u>	<u>3,281.79</u>	<u>6,000.00</u>	<u>2,718.21</u>	<u>45.30%</u>

Contractual Services

210-53001 Accounting and Auditing Fees	1,400.00	1,400.00	0.00	(1,400.00)	0.00%
210-53004 Software	88.24	562.95	0.00	(562.95)	0.00%
210-53015 Dues and Subscriptions	0.00	13.00	0.00	(13.00)	0.00%
210-53022 Training and Travel	250.00	250.00	500.00	250.00	50.00%
210-53075 Prosecutor	2,847.50	8,672.50	16,000.00	7,327.50	45.80%
210-53076 Jury	0.00	0.00	500.00	500.00	100.00%
210-53077 Interpreter	0.00	200.00	750.00	550.00	73.33%
210-53078 Arrest/Jail Fees	0.00	0.00	1,250.00	1,250.00	100.00%
Total Contractual Services	<u>4,585.74</u>	<u>11,098.45</u>	<u>19,000.00</u>	<u>7,901.55</u>	<u>41.59%</u>

Capital Outlay

210-58010 Capital Equipment	0.00	1,250.00	0.00	(1,250.00)	0.00%
Total Capital Outlay	<u>0.00</u>	<u>1,250.00</u>	<u>0.00</u>	<u>(1,250.00)</u>	<u>0.00%</u>
Total Municipal Court	<u>5,527.29</u>	<u>19,394.54</u>	<u>25,000.00</u>	<u>5,605.46</u>	<u>22.42%</u>

310-Police -----

Personnel and Benefits

310-51101 Payroll Expenses: Wages	57,540.86	514,326.10	831,580.96	317,254.86	38.15%
310-51102 Overtime	1,485.53	16,477.00	45,000.00	28,523.00	63.38%
310-51105 Longevity Pay	0.00	400.00	2,000.00	1,600.00	80.00%
310-51108 Incentive Pay	0.00	0.00	6,000.00	6,000.00	100.00%
310-51210 Payroll Expenses: Company Contributions: Retirement	4,460.40	39,837.19	63,615.94	23,778.75	37.38%
310-51215 Payroll Expenses: Taxes	4,519.47	40,640.99	65,524.42	24,883.43	37.98%
310-51216 Employee Health Benefits	7,081.57	55,853.28	104,000.00	48,146.72	46.29%
310-51220 Workers Compensation	0.00	3,238.90	32,431.66	29,192.76	90.01%
310-51230 Unemployment	2.33	2,160.23	0.00	(2,160.23)	0.00%
Total Personnel and Benefits	<u>75,090.16</u>	<u>672,933.69</u>	<u>1,150,152.98</u>	<u>477,219.29</u>	<u>41.49%</u>

Supplies

310-52005 Uniforms	0.00	16,126.92	10,000.00	(6,126.92)	(61.27%)
310-52010 Law Enforcement Supplies	478.10	1,993.45	5,000.00	3,006.55	60.13%
310-52014 Office Supplies	907.46	3,721.89	3,000.00	(721.89)	(24.06%)
310-52015 Evidence Supplies	0.00	1,753.09	2,000.00	246.91	12.35%
310-52030 Postage	118.70	811.27	1,250.00	438.73	35.10%
310-52050 Fuel	2,955.15	17,410.74	20,000.00	2,589.26	12.95%
310-52100 Minor Tools and Equipment	2,140.57	4,945.64	3,500.00	(1,445.64)	(41.30%)
Total Supplies	<u>6,599.98</u>	<u>46,763.00</u>	<u>44,750.00</u>	<u>(2,013.00)</u>	<u>(4.50%)</u>

Contractual Services

310-53004 Software	0.00	1,371.92	18,400.00	17,028.08	92.54%
310-53010 Property and Liability Insurance	0.00	5,634.02	20,000.00	14,365.98	71.83%
310-53012 Legal Fees	412.50	618.75	2,500.00	1,881.25	75.25%
310-53015 Dues and Subscriptions	0.00	285.00	1,500.00	1,215.00	81.00%
310-53022 Training and Travel	541.28	2,777.99	11,500.00	8,722.01	75.84%
310-53033 Community Events	55.62	4,448.83	5,000.00	551.17	11.02%
310-53081 Information Technology Services	625.00	18,873.99	22,500.00	3,626.01	16.12%
310-53083 Professional Services	789.80	11,420.80	22,800.00	11,379.20	49.91%
310-53091 Landscaping	0.00	0.00	2,000.00	2,000.00	100.00%
310-53110 Utilities	563.28	4,411.95	2,450.00	(1,961.95)	(80.08%)
310-53130 Telephone Mobile	236.00	5,004.06	13,000.00	7,995.94	61.51%

310-53210 Animal Control	1,150.00	9,200.00	14,500.00	5,300.00	36.55%
310-53230 Dispatch Fees	0.00	18,471.75	25,000.00	6,528.25	26.11%
Total Contractual Services	<u>4,373.48</u>	<u>82,519.06</u>	<u>161,150.00</u>	<u>78,630.94</u>	<u>48.79%</u>
<u>Maintenance</u>					
310-54010 Building Maintenance/Cleaning	1,147.00	7,108.11	20,000.00	12,891.89	64.46%
310-54018 Repair and Maintenance	0.00	1,139.77	0.00	(1,139.77)	0.00%
310-54020 Vehicles Maintenance	1,477.66	9,235.28	15,000.00	5,764.72	38.43%
Total Maintenance	<u>2,624.66</u>	<u>17,483.16</u>	<u>35,000.00</u>	<u>17,516.84</u>	<u>50.05%</u>
Total Police	<u>88,688.28</u>	<u>819,698.91</u>	<u>1,391,052.98</u>	<u>571,354.07</u>	<u>41.07%</u>
<u>410-Parks &amp; Recreation</u>					
<u>Contractual Services</u>					
410-53035 Park Events	622.08	3,948.75	15,000.00	11,051.25	73.68%
410-53110 Utilities	53.60	418.84	1,000.00	581.16	58.12%
Total Contractual Services	<u>675.68</u>	<u>4,367.59</u>	<u>16,000.00</u>	<u>11,632.41</u>	<u>72.70%</u>
<u>Maintenance</u>					
410-54030 Park Maintenance	700.00	1,422.50	11,500.00	10,077.50	87.63%
Total Maintenance	<u>700.00</u>	<u>1,422.50</u>	<u>11,500.00</u>	<u>10,077.50</u>	<u>87.63%</u>
Total Parks & Recreation	<u>1,375.68</u>	<u>5,790.09</u>	<u>27,500.00</u>	<u>21,709.91</u>	<u>78.95%</u>
<u>510-Community Development</u>					
<u>Contractual Services</u>					
510-53084 Code Enforcement Services	0.00	50.00	0.00	(50.00)	0.00%
Total Contractual Services	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>(50.00)</u>	<u>0.00%</u>
Total Community Development	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>(50.00)</u>	<u>0.00%</u>
<u>520-Inspection</u>					
<u>Contractual Services</u>					
520-53085 Res & Com Building Review & Insp	0.00	350.00	65,000.00	64,650.00	99.46%
520-53090 Sanitation Services	0.00	8,110.00	6,000.00	(2,110.00)	(35.17%)
Total Contractual Services	<u>0.00</u>	<u>8,460.00</u>	<u>71,000.00</u>	<u>62,540.00</u>	<u>88.08%</u>
Total Inspection	<u>0.00</u>	<u>8,460.00</u>	<u>71,000.00</u>	<u>62,540.00</u>	<u>88.08%</u>

<u>610-Public Works</u>					
<u>Personnel and Benefits</u>					
610-51103 Certification Pay	(396.00)	0.00	0.00	0.00	0.00%
Total Personnel and Benefits	<u>(396.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
<u>Contractual Services</u>					
610-53060 Street Materials and Signs	0.00	4,257.32	8,000.00	3,742.68	46.78%
610-53065 Mowing and ROW Cleanup	4,535.04	16,712.82	38,500.00	21,787.18	56.59%
610-53070 Street Contract/Repairs	181.66	181.66	393,422.56	393,240.90	99.95%
610-53110 Utilities	197.73	1,429.02	1,500.00	70.98	4.73%
Total Contractual Services	<u>4,914.43</u>	<u>22,580.82</u>	<u>441,422.56</u>	<u>418,841.74</u>	<u>94.88%</u>
Total Public Works	<u>4,518.43</u>	<u>22,580.82</u>	<u>441,422.56</u>	<u>418,841.74</u>	<u>94.88%</u>
<u>710-Transfers Out</u>					
<u>Capital Outlay</u>					
710-59100 Transfers Out	0.00	(12,691.97)	0.00	12,691.97	0.00%
Total Capital Outlay	<u>0.00</u>	<u>(12,691.97)</u>	<u>0.00</u>	<u>12,691.97</u>	<u>0.00%</u>
Total Transfers Out	<u>0.00</u>	<u>(12,691.97)</u>	<u>0.00</u>	<u>12,691.97</u>	<u>0.00%</u>
Total Expense	<u>164,024.68</u>	<u>1,781,281.80</u>	<u>3,316,830.54</u>	<u>1,535,548.74</u>	<u>46.30%</u>

Town of Cross Roads  
Transaction Detail Report  
5/1/2022 - 5/31/2022

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**100 - General**

Account 100-110-51101

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/10/2022	5/10/2022	Town Hall xerox copies Inv 016119449 \$357.74	Xerox Corporation	Xerox Corp Inv 01	10842	357.74	0.00	357.74
Total						<u>357.74</u>	<u>0.00</u>	

**100 - General**

Account 100-110-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Amazon Capital Services - Webcam / Printer paper / office supplies	Amazon Capital Services	April 2022 purchas	10835	225.89	0.00	225.89
5/20/2022	5/19/2022	Wal Mart, SRFax				68.44	0.00	294.33
Total						<u>294.33</u>	<u>0.00</u>	

**100 - General**

Account 100-110-52030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	May 2022 Postage Refill \$750 total - cost to each dept - Admin 16%	U.S. Postal Service	May 2022 Postage	10831	120.00	0.00	120.00
Total						<u>120.00</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53001

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/9/2022	5/9/2022	Audit services - Town of CR - YE 09/30/2021	MWH Group P. C.	44289	10840	3,000.00	0.00	3,000.00
Total						<u>3,000.00</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53004

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/12/2022	5/12/2022	SUTA research Qtr 1 2022 Inv 06- 013934 \$1697.63	Avenu Insights & Analytics	06-013934	10854	1,697.63	0.00	1,697.63
5/18/2022	5/18/2022	Professional Capture and Archive software - Inv 4206 - replaces Archive Social for archiving social media	Smarsh Inc	4206	10861	1,975.00	0.00	3,672.63
5/20/2022	5/19/2022	Intuit				80.00	0.00	3,752.63
5/20/2022	5/19/2022	Intuit, Apple, Adobe				174.30	0.00	3,926.93
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				0.00	1,697.63	2,229.30
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				0.00	1,500.00	729.30

5/31/2022	6/6/2022	Avenu vendor paid Crctn to orig exp acct coded to - SW conversion costs				0.00	1,893.75	(1,164.45)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - SW conversion costs				0.00	943.75	(2,108.20)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				0.00	910.04	(3,018.24)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				0.00	2,218.26	(5,236.50)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - SW conversion costs				0.00	1,000.00	(6,236.50)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				0.00	1,641.44	(7,877.94)
Total						<u>3,926.93</u>	<u>11,804.87</u>	

**100 - General**

Account 100-110-53012

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Stmnt to 04/28/2022 Legal Bill - General Legal	Boyle & Lowry, L.L.P.	Stmnt to 4/28/2022	10829	1,479.25	0.00	1,479.25
5/4/2022	5/4/2022	Stmnt to 04/28/2022 Legal Bill - NEPD Legal	Boyle & Lowry, L.L.P.	Stmnt to 4/28/2022	10829	481.25	0.00	1,960.50
5/4/2022	5/4/2022	Stmnt to 04/28/2022 Legal Bill - Litigation-Edland	Boyle & Lowry, L.L.P.	Stmnt to 4/28/2022	10829	4,399.98	0.00	6,360.48
Total						<u>6,360.48</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53015

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	Aubrey Chamber of Commerce				13.00	0.00	13.00
Total						<u>13.00</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	TX Mun Clerks , TX Mun League , Hyatt				929.36	0.00	929.36
Total						<u>929.36</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/2/2022	6/6/2022	stop payment fee - record in Fund View per May bank stmt				20.00	0.00	20.00
5/10/2022	5/10/2022	Paypal total to 05-09-22 \$884.00 fee -31.83 net transfer \$852.17				31.83	0.00	51.83
5/24/2022	5/24/2022	Paypal to 05-24-22 Total sales \$7262.64 Fees \$255.38 net from Paypal \$7007.26				255.38	0.00	307.21
Total						<u>307.21</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53045

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/25/2022	5/25/2022	West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - cleaning	West Crossroads LTD	2114	10869	0.00	365.00	(365.00)
5/25/2022	5/25/2022	West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - late fee - paid May rent late	West Crossroads LTD	2114	10869	287.85	0.00	(77.15)
5/25/2022	5/25/2022	West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - Op'g Exp	West Crossroads LTD	2114	10869	1,769.27	0.00	1,692.12
5/25/2022	5/25/2022	West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - Town Hall Rent	West Crossroads LTD	2114	10869	3,447.50	0.00	5,139.62
5/25/2022	5/26/2022	*VOID* West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - cleaning	West Crossroads LTD	2114	10869	365.00	0.00	5,504.62
5/25/2022	5/26/2022	*VOID* West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - late fee - paid May rent late	West Crossroads LTD	2114	10869	0.00	287.85	5,216.77
5/25/2022	5/26/2022	*VOID* West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - Op'g Exp	West Crossroads LTD	2114	10869	0.00	1,769.27	3,447.50
5/25/2022	5/26/2022	*VOID* West Crossroads Ltd Inv 2114 June 2022 Rent \$4851.77 plus \$287.85 late fee prior month - Town Hall Rent	West Crossroads LTD	2114	10869	0.00	3,447.50	0.00
5/26/2022	5/26/2022	June 2022 rent - Town Hall less cleaning cost dollars - cleaning	West Crossroads LTD	2114-A	10870	0.00	365.00	(365.00)
5/26/2022	5/26/2022	June 2022 rent - Town Hall less cleaning cost dollars - Op'g Exp	West Crossroads LTD	2114-A	10870	1,769.27	0.00	1,404.27
5/26/2022	5/26/2022	June 2022 rent - Town Hall less cleaning cost dollars - Town Hall rent	West Crossroads LTD	2114-A	10870	3,447.50	0.00	4,851.77
Total						<u>11,086.39</u>	<u>6,234.62</u>	

**100 - General**

Account 100-110-53065

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	7-Eleven				5.82	0.00	5.82
Total						<u>5.82</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53080

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/16/2022	5/16/2022	Half Assoc Inc Inv 10072223 \$10,226.72 Engineering chgs to 4-30-22 - General	Half Associates, Inc.	10072223	10855	2,035.75	0.00	2,035.75
Total						<u>2,035.75</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Local Circuit Inv 3436 April 2022 services \$1,213.00 total - City Hall IT services share \$238.00	Local Circuit	3436	10834	238.00	0.00	238.00
5/4/2022	5/4/2022	Local Circuit Inv 3436 April 2022 services \$1,213.00 total - Admin share \$150.00	Local Circuit	3436	10834	150.00	0.00	388.00
5/5/2022	5/5/2022	04-23-22 Shred event Inv 22-0423-1C	Sierra Shred LLC	22-0423-1C	10836	950.00	0.00	1,338.00
5/20/2022	5/19/2022	Ziprecruiter				545.79	0.00	1,883.79
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				1,697.63	0.00	3,581.42
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				1,500.00	0.00	5,081.42
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - SW conversion costs				1,893.75	0.00	6,975.17
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - SW conversion costs				943.75	0.00	7,918.92
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				910.04	0.00	8,828.96
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				2,218.26	0.00	11,047.22
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - SW conversion costs				1,000.00	0.00	12,047.22
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Avenu vendor paid				1,641.44	0.00	13,688.66
Total						<u>13,688.66</u>	<u>0.00</u>	

**100 - General**

Account 100-110-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/18/2022	5/18/2022	Admin phone-1 April 08 to May 07 - last \$251.84 Credit applied to this invoice	AT&T Mobility	287310473254x05	10860	41.77	0.00	41.77
5/18/2022	5/18/2022	Service March 8 - Apr 7, 2022 - Town Hall- apply existing credit on account to this invoice-do not cut a ck	AT&T Mobility	287310473254	to 10860	41.77	0.00	83.54
5/18/2022	5/18/2022	Service Feb 08 thru March 07, 2022 - Town Hall- apply existing credit on	AT&T Mobility	287310473254X03	10860	41.78	0.00	125.32



Town Hall- apply existing credit on account to this invoice-do not cut a ck

5/18/2022	5/18/2022	Admin - 1 phone Jan 8 - Feb 7 2022	AT&T Mobility	287310473254X02	10860	41.78	0.00	167.10
5/18/2022	5/18/2022	At & T \$145.16 Town Hall Internet to 06/05/2022	AT&T	314371029 to 06-	(10865	145.16	0.00	312.26
5/20/2022	5/19/2022	Intermedia				239.23	0.00	551.49
Total						<u>551.49</u>	<u>0.00</u>	

**100 - General** Account 100-110-53610

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Pilot Point Pst-Signal Inv 95603 Election Notice Revision	Pilot Point Post Signal	95603	10830	126.50	0.00	126.50
Total						<u>126.50</u>	<u>0.00</u>	

**100 - General** Account 100-110-53800

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/13/2022	5/19/2022	Record 100-40100 Rev with Sales Tax Overpmt Payback - March 2022 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
5/12/2022	5/12/2022	Amanda Escovedo Inv 995680 Town Hall cleaning 04-24-22 and 05-09-22 \$190 per cleaning	Amanda Escovedo	995680	10853	380.00	0.00	380.00
5/20/2022	5/19/2022	Maid Up Cleaners				100.00	0.00	480.00
Total						<u>480.00</u>	<u>0.00</u>	

**100 - General** Account 100-110-54018

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	Atwood				10.81	0.00	10.81
Total						<u>10.81</u>	<u>0.00</u>	

**100 - General** Account 100-110-54020

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Wex Bank stmt thru 04/30/2022 \$3,431.67 total - Town of CR charges \$476.52	WEX Bank	stmt to 04/30/202	10833	476.52	0.00	476.52
5/20/2022	5/19/2022	Wal Mart, 7-Eleven, Circle K				355.85	0.00	832.37
Total						<u>832.37</u>	<u>0.00</u>	

**100 - General**

Account 100-110-58007

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/12/2022	5/12/2022	June July Aug 2022 Qurtly bill Town Hall Doors/Alarms Inv 66143	Parker Security Services Inc	66143	10852	248.85	0.00	248.85
Total						<u>248.85</u>	<u>0.00</u>	

**100 - General**

Account 100-210-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	May 2022 Postage Refill \$750 total - cost to each dept - Court 75%	U.S. Postal Service	May 2022 Postage	10831	562.50	0.00	562.50
5/20/2022	5/19/2022	Intuit				80.00	0.00	642.50
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - May 2022 Postage refill				0.00	562.50	80.00
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Dec 2021 Postage refill				0.00	275.00	(195.00)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Dec 2021 Postage				0.00	72.61	(267.61)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Nov 2021 Postage				0.00	27.03	(294.64)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Cardinal Tracking Inv 127767				0.00	562.95	(857.59)
Total						<u>642.50</u>	<u>1,500.09</u>	

**100 - General**

Account 100-210-52030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - May 2022 Postage refill				562.50	0.00	562.50
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Dec 2021 Postage refill				275.00	0.00	837.50
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Dec 2021 Postage				72.61	0.00	910.11
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Nov 2021 Postage				27.03	0.00	937.14
Total						<u>937.14</u>	<u>0.00</u>	

**100 - General**

Account 100-210-53001

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/9/2022	5/9/2022	Audit services for YE 09/30/2021 - NEMC Books	MWH Group P. C.	44286	10839	1,400.00	0.00	1,400.00
Total						<u>1,400.00</u>	<u>0.00</u>	

**100 - General**

Account 100-210-53004

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Cardinal Tracking Inv 127767				562.95	0.00	562.95
5/31/2022	6/6/2022	Crctn to orig exp acct coded to -Core Technology Group Inv 12234				0.00	48.75	514.20
5/31/2022	6/6/2022	Credit from Adobe s/have been coded to different Exp acct				194.72	0.00	708.92
5/31/2022	6/6/2022	Adobe CC charge stmt 10-25-21 s/have been different Exp acct				0.00	620.68	88.24
Total						<u>757.67</u>	<u>669.43</u>	

**100 - General**

Account 100-210-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	Tx Mun Clerks				250.00	0.00	250.00
Total						<u>250.00</u>	<u>0.00</u>	

**100 - General**

Account 100-210-53075

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Stmt to 04/28/2022 Legal Bill - Court Legal	Boyle & Lowry, L.L.P.	Stmt to 4/28/2022	10829	2,847.50	0.00	2,847.50
Total						<u>2,847.50</u>	<u>0.00</u>	

**100 - General**

Account 100-310-51101

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Amazon Capital Services - Returned \$6.77, \$44.95 items from March stmt charges	Amazon Capital Services	April 2022 purchas	10835	0.00	51.72	(51.72)
Total						<u>0.00</u>	<u>51.72</u>	

**100 - General**

Account 100-310-52010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/11/2022	5/11/2022	Order on 04-29-2022 cust: 1036741644 - Batteries Qty 3	Motorola Solutions Inc.	Cust 1036741644	10845	361.35	0.00	361.35
5/20/2022	5/19/2022	Full Identity, Galls				116.75	0.00	478.10
Total						<u>478.10</u>	<u>0.00</u>	

**100 - General**

Account 100-310-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Amazon Capital Services - CRPD Office related supplies - various	Amazon Capital Services	April 2022 purchas	10835	601.15	0.00	601.15
5/20/2022	5/19/2022	Wal Mart, Vistaprint, Lowe's				306.31	0.00	907.46
Total						<u>907.46</u>	<u>0.00</u>	

**100 - General**

## Account 100-310-52030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	May 2022 Postage Refill \$750 total - cost to each dept - CRPD 9%	U.S. Postal Service	May 2022 Postage	10831	67.50	0.00	67.50
5/20/2022	5/19/2022	USPS, The UPS Store				51.20	0.00	118.70
					Total	118.70	0.00	

**100 - General**

## Account 100-310-52050

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Wex Bank stmt thru 04/30/2022 \$3,431.67 total - CRPD charges - Gas \$2955.15	WEX Bank	stmt to 04/30/202	10833	2,955.15	0.00	2,955.15
					Total	2,955.15	0.00	

**100 - General**

## Account 100-310-52100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/10/2022	5/10/2022	CRPD xerox printer copies Inv 016119444 \$247.18	Xerox Corporation	Xerox Corp Inv 01	10842	247.18	0.00	247.18
5/17/2022	5/17/2022	Stolz Telecom Inc Inv 2304 \$1893.39 TP9400 Portable Radio	Stolz Telecom Inc.	2304	10858	1,893.39	0.00	2,140.57
					Total	2,140.57	0.00	

**100 - General**

## Account 100-310-53012

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Stmt to 04/28/2022 Legal Bill - CRPD General Legal	Boyle & Lowry, L.L.P.	Stmt to 4/28/2022	10829	412.50	0.00	412.50
					Total	412.50	0.00	

**100 - General**

## Account 100-310-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	Fisherman's Wharf, Landry's, Holiday Inn, Starbucks				541.28	0.00	541.28
					Total	541.28	0.00	

**100 - General**

## Account 100-310-53033

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/20/2022	5/19/2022	DD/BR, Nothing Bundt Cake				55.62	0.00	55.62
					Total	55.62	0.00	

**100 - General**

Account 100-310-53081

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Local Circuit Inv 3436 April 2022 services \$1,213.00 total - CRPD share \$625.00	Local Circuit	3436	10834	625.00	0.00	625.00
Total						<u>625.00</u>	<u>0.00</u>	

**100 - General**

Account 100-310-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/12/2022	5/12/2022	Josh Lyon Inv 2022-006 \$560 5-03-22 to 5-11-22 14 hours	Joshua Wayne Lyon	2022-006	10850	560.00	0.00	560.00
5/17/2022	5/17/2022	Polygraph Science Center \$100 - 1 test: Kevin Sheppard Inv 231	Polygraph Science Ctr - IOM Inc	231	10857	100.00	0.00	660.00
5/18/2022	5/18/2022	April 2022 billing Computer search service to access info on individuals	Transunion Risk and Alternative Data Solutions Inc	acct 6265812 April	10866	129.80	0.00	789.80
Total						<u>789.80</u>	<u>0.00</u>	

**100 - General**

Account 100-310-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/2/2022	5/2/2022	Accessory 1 LLC ck# 21693 since cell phone ret'd-Bardwell cell phone				0.00	70.00	(70.00)
5/4/2022	5/4/2022	CRPD \$32.99 service to 4-11-2022	Mustang Special Utility District	Parks and CRPD se	10827	32.99	0.00	(37.01)
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2762	CoServ	6 accounts service	10844	263.85	0.00	226.84
5/11/2022	5/11/2022	ACC Business - Inv 221200465 CRPD Internet to 04-30-2022 \$176.95	ACC Business	221200465	10846	176.95	0.00	403.79
5/18/2022	5/18/2022	Service March 8 - Apr 7, 2022 - CRPD - apply existing credit on account to this invoice-do not cut a ck	AT&T Mobility	287310473254 to	10860	615.23	0.00	1,019.02
5/18/2022	5/18/2022	Service Feb 08 thru March 07, 2022 - CRPD-hot spots for vehicles- apply existing credit on account to this invoice-do not cut a ck	AT&T Mobility	287310473254X03	10860	609.80	0.00	1,628.82
5/20/2022	5/19/2022	Intermedia				159.49	0.00	1,788.31
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - AT&T Mobility				0.00	609.80	1,178.51
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - AT&T Mobility				0.00	615.23	563.28
Total						<u>1,858.31</u>	<u>1,295.03</u>	

**100 - General**

Account 100-310-53130

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
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5/18/2022	5/18/2022	CRPD phones, hot spots April 08 to May 07 - last \$251.84 Credit applied to this invoice	AT&T Mobility	287310473254x05 10860		613.17	0.00	613.17
5/18/2022	5/18/2022	PD - phones, hotspots for vehicles Jan 8 - Feb 7 2022	AT&T Mobility	287310473254X02 10860		597.80	0.00	1,210.97
5/18/2022	5/18/2022	\$200 credit on 11 wireless activations - applied to invoice Jan 8 thru Feb 7 service and results in a credit balance for this vendor	AT&T Mobility	287310473254X02 10860		0.00	2,200.00	(989.03)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - AT&T Mobility				609.80	0.00	(379.23)
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - AT&T Mobility				615.23	0.00	236.00
Total						<u>2,436.00</u>	<u>2,200.00</u>	

**100 - General** Account 100-310-53210

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/5/2022	5/5/2022	Service month of April 2022 Animal Control Inv 4712	All American Dogs	4712	10837	1,150.00	0.00	1,150.00
Total						<u>1,150.00</u>	<u>0.00</u>	

**100 - General** Account 100-310-54010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/12/2022	5/12/2022	Inv 20452 older date of 01-19-2022- vendor lost-now found invoice so we can pay	A Smart Pest Control	20452	10849	97.00	0.00	97.00
5/17/2022	5/17/2022	CRPD : Mowing, Weed Eat dates: 04-29-22 05-06-22 05-12-22	Billy Joe Lerma	995682	10856	300.00	0.00	397.00
5/20/2022	5/19/2022	Maid Up Cleaners				750.00	0.00	1,147.00
Total						<u>1,147.00</u>	<u>0.00</u>	

**100 - General** Account 100-310-54020

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Acct 53186 stmt to 04/30/2022 only 1 inv #8712815 - Tire purchase 2020 Chev Tahoe plate: 1451439	The Reinalt-Thomas Corp.	Stmt to 04/30/202	10828	195.05	0.00	195.05
5/5/2022	5/5/2022	Cust N5887000A-April invoices - 04-25-22 Inv 45046298 - Coolant - unit 8318	BS Retail Operations LLC	Invoices dated Apr	10838	314.78	0.00	509.83
5/5/2022	5/5/2022	Cust N5887000A-April invoices - 04-15-22 Inv 44988666 - Oil - unit 8520	BS Retail Operations LLC	Invoices dated Apr	10838	84.29	0.00	594.12
5/5/2022	5/5/2022	Cust N5887000A-April invoices - 04-14-22 Inv 44983461 - Battery - unit 8620	BS Retail Operations LLC	Invoices dated Apr	10838	356.48	0.00	950.60
5/10/2022	5/10/2022	Firestone - Inv 45080041 \$84.29 Oil Unit 8318 2018 Chev Tahoe 4-29-	BS Retail Operations LLC	45071328 / 45080	10841	84.29	0.00	1,034.89

5/10/2022	5/10/2022	2022 Firestone - Inv 45071328 \$314.78 Cooling system Unit 8116 -- 2016 Chev Tahoe 4-28-2022	BS Retail Operations LLC	45071328 / 4508010841		314.78	0.00	1,349.67
5/20/2022	5/19/2022	Autozone, Car Wash				127.99	0.00	1,477.66
Total						<u>1,477.66</u>	<u>0.00</u>	

**100 - General** Account 100-410-53035

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Labor for Park cleanup - 4 hours	Billy Joe Lerma	156336	10832	280.00	0.00	280.00
5/4/2022	5/4/2022	Amazon Capital Services - Supplies - Parks Easter event	Amazon Capital Services	April 2022 purchas	10835	10.98	0.00	290.98
5/11/2022	5/11/2022	Texas Johns Inv A-110321 Parks Dept 5-11 to 6-07-2022	Texas Johns	A-110321	10847	89.25	0.00	380.23
5/11/2022	5/11/2022	Egg hunt supplies reimbmt- Eggstravaganza Park event April 2022	Kathryn Langley	Eggstravaganza su	10848	241.85	0.00	622.08
Total						<u>622.08</u>	<u>0.00</u>	

**100 - General** Account 100-410-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Parks \$28.52 service to 4-11-2022	Mustang Special Utility District	Parks and CRPD se	10827	28.52	0.00	28.52
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2764	CoServ	6 accounts service	10844	25.08	0.00	53.60
Total						<u>53.60</u>	<u>0.00</u>	

**100 - General** Account 100-410-54030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/19/2022	5/19/2022	Billy Joe Lerma \$700 Parks Mowing/Weedeat/Trash pickup 04/21 04/29/05/06 05/12 \$175 per mowing X 4 = \$700	Billy Joe Lerma	156340	10867	700.00	0.00	700.00
Total						<u>700.00</u>	<u>0.00</u>	

**100 - General** Account 100-610-51103

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Contract pay for ROW				0.00	396.00	(396.00)
Total						<u>0.00</u>	<u>396.00</u>	

**100 - General**

Account 100-610-53065

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/4/2022	5/4/2022	Wood Chipper/Pick up Brush 04/29/2022 - Fishtrap, Mill Creek, Pottershop, Moseley, Historic	Billy Joe Lerma	156336	10832	456.00	0.00	456.00
5/4/2022	5/4/2022	Wood Chipper/Pick up Brush 04/23/2022 - Fishtrap, Moseley	Billy Joe Lerma	156336	10832	490.00	0.00	946.00
5/4/2022	5/4/2022	Wood Chipper/Pick up Brush 04/22/2022 - Mill Creek, Pottershop	Billy Joe Lerma	156336	10832	321.00	0.00	1,267.00
5/18/2022	5/18/2022	Bar Ditches (Qty 11) on 04/15/22 Cut/Weed Eat : Dr. Griffins, Fish Trap, New Hope, Pottershop, Naylor, Tipps, Keyes, Mill Creek, Historic,	Billy Joe Lerma	156339	10863	1,550.00	0.00	2,817.00
5/20/2022	5/19/2022	Oak Grove, Moseley Landfill, Wal Mart, Lowe's, Home Depot, Arentco, Car Wash, Circle K, 7-Eleven				1,322.04	0.00	4,139.04
5/31/2022	6/6/2022	Crctn to orig exp acct coded to - Contract pay for ROW				396.00	0.00	4,535.04
Total						<u>4,535.04</u>	<u>0.00</u>	

**100 - General**

Account 100-610-53070

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/10/2022	5/10/2022	Cust 0330 Asphalt purchase Inv 19361	Jagoe Public Company	19361	10843	181.66	0.00	181.66
Total						<u>181.66</u>	<u>0.00</u>	

**100 - General**

Account 100-610-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2767	CoServ	6 accounts service	10844	33.76	0.00	33.76
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2766	CoServ	6 accounts service	10844	16.88	0.00	50.64
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2765	CoServ	6 accounts service	10844	16.88	0.00	67.52
5/11/2022	5/11/2022	Electric to 4-28-22 Lights and CRPD acct ending in - 2769	CoServ	6 accounts service	10844	12.05	0.00	79.57
5/18/2022	5/18/2022	Co Serv acct 9000272768 service to 05-09-2022-Naylor Rd Lights \$118.16	CoServ	9000272768	10864	118.16	0.00	197.73
Total						<u>197.73</u>	<u>0.00</u>	



**Journal Entry 5/31/22 - Reclassify for New Accounts**

<b>Account</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
100-110-53083 Professional Services	Crctn to orig exp acct coded to - Avenu vendor paid	\$1,697.63	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - Avenu vendor paid	\$1,500.00	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - SW conversion costs	\$1,893.75	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - SW conversion costs	\$943.75	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - Avenu vendor paid	\$910.04	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - Avenu vendor paid	\$2,218.26	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - SW conversion costs	\$1,000.00	
100-110-53083 Professional Services	Crctn to orig exp acct coded to - Avenu vendor paid	\$1,641.44	
100-210-52030 Postage	Crctn to orig exp acct coded to - May 2022 Postage refill	\$562.50	
100-210-52030 Postage	Crctn to orig exp acct coded to - Dec 2021 Postage refill	\$275.00	
100-210-52030 Postage	Crctn to orig exp acct coded to - Dec 2021 Postage	\$72.61	
100-210-52030 Postage	Crctn to orig exp acct coded to - Nov 2021 Postage	\$27.03	
100-210-53004 Software	Crctn to orig exp acct coded to -Cardinal Tracking Inv 127767	\$562.95	
100-210-53004 Software	Credit from Adobe s/have been coded to different Exp acct	\$194.72	
100-310-53130 Telephone Mobile	Crctn to orig exp acct coded to - AT&T Mobility	\$609.80	
100-310-53130 Telephone Mobile	Crctn to orig exp acct coded to - AT&T Mobility	\$615.23	
100-40910 Transfers In	3 entries require Transfer entry between fund 240 and fund 100	\$474.71	
100-610-53065 Mowing and ROW Cleanup	Crctn to orig exp acct coded to - Contract pay for ROW	\$396.00	
100-110-53004 Software	Crctn to orig exp acct coded to - Avenu vendor paid		\$1,641.44
100-110-53004 Software	Crctn to orig exp acct coded to - SW conversion costs		\$1,000.00
100-110-53004 Software	Crctn to orig exp acct coded to - Avenu vendor paid		\$2,218.26
100-110-53004 Software	Crctn to orig exp acct coded to - Avenu vendor paid		\$910.04
100-110-53004 Software	Crctn to orig exp acct coded to - SW conversion costs		\$943.75
100-110-53004 Software	Crctn to orig exp acct coded to - SW conversion costs		\$1,893.75
100-110-53004 Software	Crctn to orig exp acct coded to - Avenu vendor paid		\$1,500.00
100-110-53004 Software	Crctn to orig exp acct coded to - Avenu vendor paid		\$1,697.63
100-210-52014 Office Supplies	Crctn to orig exp acct coded to -Cardinal Tracking Inv 127767		\$562.95
100-210-52014 Office Supplies	Crctn to orig exp acct coded to - Nov 2021 Postage		\$27.03
100-210-52014 Office Supplies	Crctn to orig exp acct coded to - Dec 2021 Postage		\$72.61
100-210-52014 Office Supplies	Crctn to orig exp acct coded to - Dec 2021 Postage refill		\$275.00
100-210-52014 Office Supplies	Crctn to orig exp acct coded to - May 2022 Postage refill		\$562.50
100-210-53004 Software	Crctn to orig exp acct coded to -Core Technology Group Inv 12234		\$48.75
100-210-53004 Software	Adobe CC charge stmt 10-25-21 s/have been different Exp acct		\$620.68
100-310-53110 Utilities	Crctn to orig exp acct coded to - AT&T Mobility		\$615.23
100-310-53110 Utilities	Crctn to orig exp acct coded to - AT&T Mobility		\$609.80
100-610-51103 Certification Pay	Crctn to orig exp acct coded to - Contract pay for ROW		\$396.00
240-210-52510 Court Technology	Adobe CC charge stmt 10-25-21 s/have been different Exp acct	\$620.68	
240-210-52510 Court Technology	Crctn to orig exp acct coded to -Core Technology Group Inv 12234	\$48.75	
240-210-52510 Court Technology	Credit from Adobe s/have been coded to different Exp acct		\$194.72
240-210-59100 Transfers Out	3 entries require Transfer entry between fund 240 and fund 100		\$474.71



## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:  
June 20, 2022

Agenda Item:  
Consider approval of an ordinance limiting traffic on the bridges on Historic Lane to two axles.

Requested by:  
Mayor Tompkins

Prepared by:  
Kristi Gilbert, Town Administrator

Description:  
Mayor Tompkins has requested that the two bridges located on Historic Lane be limited to a maximum of two axles due to their narrow size and condition. The Town Engineer recently inspected the bridge located in the curve of Historic Lane/Potter Shop Road in response to a request by Staff. The inspection resulted in the determination that one of the two metal culverts has completely rusted out on the bottom. As a result of the inspection, it was also determined that lining the culvert is not a possibility. Staff is currently working with the Town Engineer to determine the costs associated with repairs. At this point in time, the structural integrity of the bridge has not been undermined, however, it is important to manage the weight of the traffic to allow time to plan and prepare for the repairs.

Adopting a weight limit for the bridge is problematic for two reasons. The first being that it is difficult to determine an adequate weight to utilize for the bridge. The second is that it is difficult for the Police Department to enforce due to not having appropriate weights and measures tools which is typically handled at the County or State level.

The easiest way to monitor and enforce the heavier traffic is through limiting the traffic by number of axles. Attached is an ordinance that limits the traffic to two axles.

Recommended Action:  
Staff recommends the approval of the ordinance.

Attachments:  
Proposed Ordinance

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF CROSS ROADS, **CHAPTER 12, TRAFFIC ANED VEHICLES, ARTICLE 12.07, SIZE AND WEIGHT OF VEHICLES, ADDING A NEW SECTION 12.07.006, MAXIMUM AXLES ON HISTORIC LANE BRIDGE ; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Cross Roads, Texas (the “Town”), is a is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens’ health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, Section 311.002 of the Texas Transportation Code provides that a general-law municipality has exclusive control over and under the public highways, streets, and alleys of the municipality; and

WHEREAS, Historic Lane Bridge was not designed to safely carry the weight of heavy vehicles, such as those with more than two axles; and

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

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

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

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

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

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

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

**SECTION 2.** That, the Code of Ordinances of the Town of Cross Roads, **CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.07, SIZE AND WEIGHT OF VEHICLES,** is amended to add

a new **SECTION 12.07.006, MAXIMUM AXLES ON HISTORIC LANE BRIDGE** to read as follows:

**Sec. 12.07.006, MAXIMUM AXLES FOR HISTORIC LANE BRIDGE**

The maximum number of axles allowable for any vehicle traveling Historic Lane Bridge is two. Vehicles with more than two axles are prohibited from crossing Historic Lane Bridge. The Town shall post an appropriate sign on the right-hand side of the road at each entrance to Historic Lane Bridge.

SECTION 3. That, should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the Town of Cross Roads as a whole.

SECTION 4. That, this ordinance shall take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED by the Town Council of the Town of Cross Roads, Texas, on this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

APPROVED AS TO FORM:

APPROVED:

Matthew C.G. Boyle  
Town Attorney

T. Lynn Tompkins, Jr.  
Mayor

ATTEST:

Donna Butler  
Town Secretary



## COUNCIL AGENDA BRIEFING SHEET

---

Meeting Date:  
June 20, 2022

Agenda Item:

Consider approval of a final plat application for the Causseaux Addition located at 3713 Red Mesa Trail, within the extraterritorial jurisdiction of the Town of Cross Roads. (2022-0509-01FPLAT)

Prepared by:

Rodney Patterson, Building Official

Description:

Applicant Joel Wilhite submitted a final plat application on behalf of property owner Jon and Samantha Causseaux for the Causseaux Addition on May 9, 2022, to plat an existing tract of land totaling 5.977 acres generally located at 3713 Red Mesa Tr. in the Town of Cross Roads ETJ. The purpose of the plat is to create a single residential lot. The Town Engineer performed a technical review of the preliminary plat application on May 10, 2022.

There were a few comments outstanding, and the applicant subsequently addressed those comments and resubmitted on May 16, 2022. The Town Engineer completed the review of the revisions on May 16, 2022, and indicated that she had no additional comments for this final plat.

Recommended Action:

Staff recommends the approval of the final plat.

Planning and Zoning Recommendation

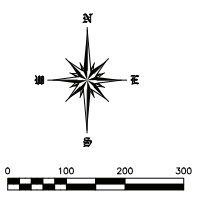
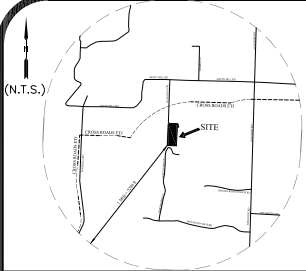
The Planning and Zoning Commission considered the application at their June 7, 2022, meeting and recommended approval.

Attachments:

Applicant Response – 5/13/22

Engineers Markups – 5/10/22

Final Plat Application



**SURVEYOR'S CERTIFICATE**

STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )(

I, the undersigned, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

Joel Wilhite, RPLS #5190  
 Date: \_\_\_\_\_



**FIELD NOTES**

WHEREAS JON AND SAMANTHA CAUSSEAUX are the owners of a tract of land in the State of Texas, County of Denton, being part of the Henry White Survey, Abstract No. 1332, being all of a tract recorded in Document No. 2021-89861 of the Deed Records of Denton County, said premises being more particularly described as follows:

- BEGINNING at a 1/2 inch iron rod found marking the southeast corner of said premises;
- THENCE with the south line of said premises, North 84°13'34" West, 332.02 feet to a fence corner found marking the southwest corner of said premises;
- THENCE with the west line of said premises, North 02°31'46" East, 779.86 feet to a fence corner post found marking the northwest corner of said premises, said corner being in the south margin of Red Mesa Road;
- THENCE with the north line of said premises and said road, South 88°10'50" East, 335.80 feet to a 1/2 inch iron rod found marking the northeast corner of said premises;
- THENCE departing said road and with the east line of said premises, South 02°48'27" West, 779.86 feet to the point of beginning and containing 5.977 acres of land.

**APPROVALS**

RECOMMENDED FOR APPROVAL

Chairperson, Planning and Zoning \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR CONSTRUCTION

Mayor, Town of Cross Roads \_\_\_\_\_ Date \_\_\_\_\_

THE UNDERSIGNED, the Town Secretary, of the Town of Cross Roads, Texas, hereby certifies that the foregoing Final Plat of Causseaux Addition an addition to the Town of Cross Roads, was submitted to the Town Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2022 and the council, by formal action, then and there accepted the dedication of streets, alleys, parks, easements, public parks, and water and sewer lines, as shown and set forth in an upon said plat, and said council further authorizes the Mayor to note the acceptance thereof for construction by signing his/her name as herein above described.

WITNESS MY HAND, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_  
 Town Secretary

**\* OWNER'S DEDICATION \***

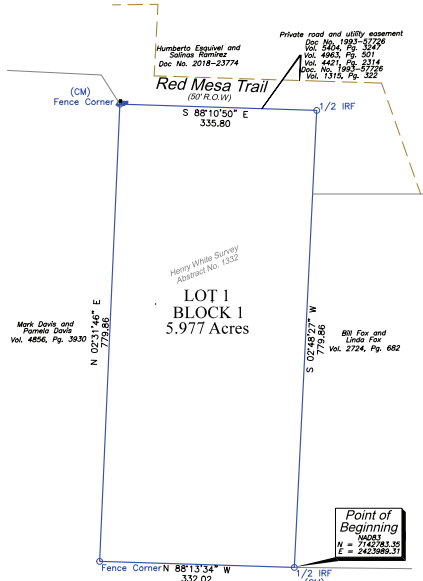
NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: THAT JON AND SAMANTHA CAUSSEAUX hereby adopts this plat as FINAL PLAT OF CAUSSEAUX ADDITION, an addition to the Town of Cross Roads, Denton County, Texas. The easements shown hereon are hereby reserved for the purposes indicated. All streets, alleys, and right-of-way are hereby dedicated in fee simple to the Town of Cross Roads for municipal purposes. The utility and fire line easements (street, alleys and common areas) shall be open to the public, fire and police units, garbage and rubbish collection agencies and all public and private utilities for each particular use. No buildings, trees, shrubs or other improvements or growths shall be constructed, reconstructed or placed upon, over, or across the utility easements as shown. Said utility easements are hereby reserved for the mutual use and accommodation of any utility user desiring to use the same.

All and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction, reconstruction, maintenance or efficiency of its respective system on the utility easements, and all public utilities shall at all times have the right of ingress and egress to and from and upon the said utility easements for the purposes of construction, reconstruction, inspecting, patrolling, maintaining or adding to or removing all or parts of its respective system without the necessity at any time of procuring the permission of anyone. Any public utility shall have the right of ingress to private property for their purposes of reading meters and any maintenance and service required or ordinarily performed by that utility. This plat approved subject to all planning ordinances, rules, regulations and resolutions of the Town of Cross Roads.

WITNESS MY HAND, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_  
 Jon Causseaux

By: \_\_\_\_\_  
 Samantha Causseaux



**NOTE:**

- 1.) Source Bearing is based on Texas State Plane Coordinate System NAD83, North Central Texas Zone 4202.
- 2.) According to FEMA, this property does not appear to be in the 100 Year Flood Zone according to Community Panel 48121C0245G, effective 4/18/11 for Denton County, Texas.
- 3.) Subject Property is in the Town of Crossroads ETJ
- 4.) Property owner shall abide by Town of Crossroads Tree Preservation Ordinance (chapter 3, article 3.08) per 10.04.003 (17)
- 5.) Water is provided by Mustang Water Supply Corporation with existing meter.
- 6.) Sewer service is provided by private facilities.
- 7.) Subject property is heavily treed along pond and back yard.

**LEGEND**

- IRF = IRON ROD FOUND
- CRF = CAPPED IRON ROD FOUND
- CRS = CAPPED IRON ROD SET
- (CM) = CONTROL MONUMENT
- P.P. = POWER POLE
- E- = OVERHEAD LINE
- W- = WATER LINE

Owner:  
 Jon and Samantha Causseaux  
 3713 Red Mesa Trail  
 Aubrey, TX 76227

Wilhite Land Surveying, Inc.  
 PO Box 407  
 Valley View, Texas 76272  
 840-726-6150  
 Fax: 840-726-6151  
 www.wilhiteandsurveying.net  
 Firm No. 1008900  
 Causseaux 2022

NOTARY CERTIFICATE  
 STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )(

BEFORE ME, the undersigned authority, on this day personally appeared **Jon Causseaux**, known to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he executed the same for the purposes and considerations therein stated.

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

Notary Public \_\_\_\_\_

NOTARY CERTIFICATE  
 STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )(

BEFORE ME, the undersigned authority, on this day personally appeared **Samantha Causseaux**, known to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he executed the same for the purposes and considerations therein stated.

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

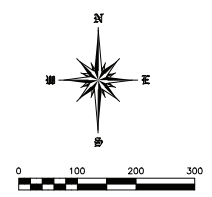
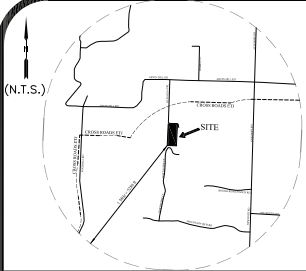
Notary Public \_\_\_\_\_

**FINAL PLAT**  
**Lot 1, Block 1**  
**Causseaux Addition**

5.977 Acres situated in the  
 Henry White Survey, Abstract No. 1332  
 Town of Cross Roads ETJ, Denton County, Texas

April 2022

Cabinet \_\_\_\_\_, Slide \_\_\_\_\_



**SURVEYOR'S CERTIFICATE**

STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )( )

I, the undersigned, a Registered Professional Land Surveyor in the State of Texas, hereby certify that this plat is true and correct and was prepared from an actual survey of the property made under my supervision on the ground.

Joel Wilhite, RPLS #5190  
 Date: \_\_\_\_\_



**FIELD NOTES**

WHEREAS JON AND SAMANTHA CAUSSEAUX are the owners of a tract of land in the State of Texas, County of Denton, being part of the Henry White Survey, Abstract No. 1332, being all of a tract recorded in Document No. 2021-89861 of the Deed Records of Denton County, said premises being more particularly described as follows:

- BEGINNING at a 1/2 inch iron rod found marking the southeast corner of said premises;
- THENCE with the south line of said premises, North 84°13'34" West, 332.02 feet to a fence corner found marking the southwest corner of said premises;
- THENCE with the west line of said premises, North 02°31'46" East, 779.86 feet to a fence corner post found marking the northwest corner of said premises, said corner being in the south margin of Red Mesa Road;
- THENCE with the north line of said premises and said road, South 88°10'50" East, 335.80 feet to a 1/2 inch iron rod found marking the northeast corner of said premises;
- THENCE departing said road and with the east line of said premises, South 02°48'27" West, 779.86 feet to the point of beginning and containing 5.977 acres of land.

**APPROVALS**

RECOMMENDED FOR APPROVAL

Chairperson, Planning and Zoning \_\_\_\_\_ Date \_\_\_\_\_

APPROVED FOR PREPARATION OF FINAL PLAT

Mayor, Town of Cross Roads \_\_\_\_\_ Date \_\_\_\_\_

THE UNDERSIGNED, the Town Secretary, of the Town of Cross Roads, Texas, hereby certifies that the foregoing Final Plat of Causseaux-Addition an addition to the Town of Cross Roads, was submitted to the Town Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2022 and the council, by formal action, then and there accepted the dedication of streets, alleys, parks, easements, public parks, and water and sewer lines, as shown and set forth in an upon said plat, and said council further authorizes the Mayor to note the acceptance thereof for construction by signing his/her name as herein above described.

WITNESS MY HAND, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 By: \_\_\_\_\_  
 Town Secretary

**\* OWNER'S DEDICATION \***

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS: THAT JON AND SAMANTHA CAUSSEAUX hereby adopts this plat as FINAL PLAT OF CAUSSEAUX ADDITION, an addition to the Town of Cross Roads, Denton County, Texas. The easements shown hereon are hereby reserved for the purposes indicated. All streets, alleys, and right-of-way are hereby dedicated in fee simple to the Town of Cross Roads for municipal purposes. The utility and fire line easements (street, alleys and common areas) shall be open to the public, fire and police units, garbage and rubbish collection agencies and all public and private utilities for each particular use. No buildings, trees, shrubs or other improvements or growths shall be constructed, reconstructed or placed upon, over, or across the utility easements as shown. Said utility easements are hereby reserved for the mutual use and accommodation of any utility user desiring to use the same.

All and any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs, or other improvements or growths which in any way endanger or interfere with the construction, reconstruction, maintenance or efficiency of its respective system on the utility easements, and all public utilities shall at all times have the right of ingress and egress to and from and upon the said utility easements for the purposes of construction, reconstruction, inspecting, patrolling, maintaining or adding to or removing all or parts of its respective system without the necessity at any time of procuring the permission of anyone. Any public utility shall have the right of ingress to private property for their purposes of reading meters and any maintenance and service required or ordinarily performed by that utility. This plat approved subject to all existing ordinances, rules, regulations and resolutions of the Town of Cross Roads.

WITNESS MY HAND, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
 By: \_\_\_\_\_  
 Jon Causseaux  
 By: \_\_\_\_\_  
 Samantha Causseaux

Provide closure report - 10.05.002(a)(1)  
 Remove contours and structures from Final Plat

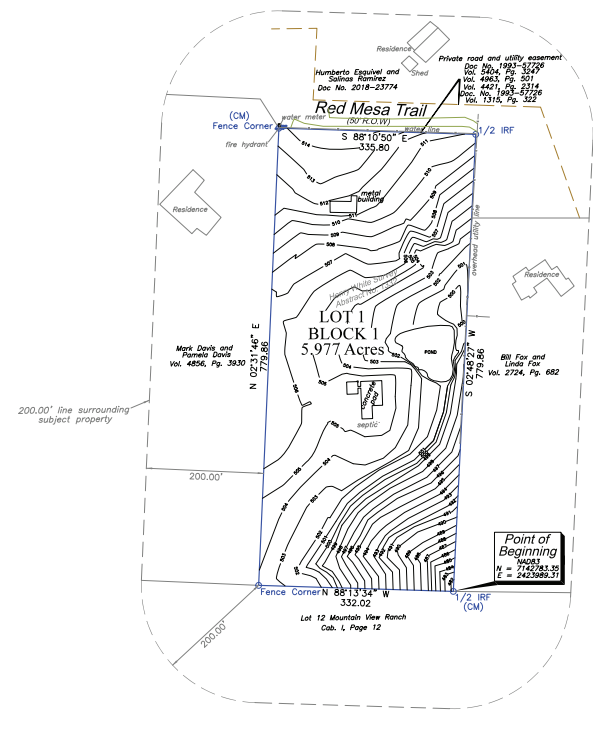
Update to Final Plat approval blocks 10.05.002(a)(22)

**NOTE:**

- 1.) Source Bearing is based on Texas State Plane Coordinate System NAD83, North Central Texas Zone 4202.
- 2.) According to FEMA, this property does not appear to be in the 100 Year Flood Zone according to Community Panel 48121C0245G, effective 4/18/11 for Denton County, Texas.
- 3.) Subject Property is in the Town of Crossroads ETJ
- 4.) Property owner shall abide by Town of Crossroads Tree Preservation Ordinance (chapter 3, article 3.08) per 10.04.003 (17)
- 5.) Water is provided by Mustang Water Supply Corporation with existing meter.
- 6.) Sewer service is provided by private facilities.
- 7.) Subject property is heavily treed along pond and back yard.

**LEGEND**

- IRF = IRON ROD FOUND
- CRS = CAPPED IRON ROD FOUND
- CRS = CAPPED IRON ROD SET
- (CM) = CONTROL MONUMENT
- P.P. = POWER POLE
- E- = OVERHEAD LINE
- W- = WATER LINE



200.00' line surrounding subject property

Point of Beginning  
 N 02°31'46" E  
 779.86  
 S 88°10'50" E  
 335.80

Owner:  
 Jon and Samantha Causseaux  
 3713 Red Mesa Trail  
 Aubrey, TX 76227

**NOTARY CERTIFICATE**

STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )( )  
 BEFORE ME, the undersigned authority, on this day personally appeared **Jon Causseaux**, known to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he executed the same for the purposes and considerations therein stated.

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

Notary Public \_\_\_\_\_

**NOTARY CERTIFICATE**

STATE OF TEXAS )( )  
 COUNTY OF \_\_\_\_\_ )( )  
 BEFORE ME, the undersigned authority, on this day personally appeared **Samantha Causseaux**, known to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he executed the same for the purposes and considerations therein stated.

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

Notary Public \_\_\_\_\_

**FINAL PLAT**  
**Lot 1, Block 1**  
**Causseaux Addition**

5.977 Acres situated in the  
 Henry White Survey, Abstract No. 1332  
 Town of Cross Roads ETJ, Denton County, Texas

April 2022

Cabinet \_\_\_\_\_, Slide \_\_\_\_\_

TOWN OF CROSS ROADS  
PLATTING APPLICATION



DATE: May 9, 2022

APPLICATION # **2022-0509-01FPLAT**

PROJECT: Causseaux Addition

Completed applications will be considered received on the due date specified on the yearly Submission Schedule.  
**PLEASE VERIFY MEETING DATES.**

**TYPE OF PLAT**

Preliminary  \_\_\_\_\_ Replat  \_\_\_\_\_  
 Final  \_\_\_\_\_ Administrative/Amending  \_\_\_\_\_

**PLEASE SPECIFY THE PRIMARY CONTACT**

Land Owner Name Jon & Samantha Causseaux

Signature 

Applicant Name Joel Wilhite

Signature 

Project Contact Mailing Address 3713 Red Mesa Trail, Aubrey, TX 76227

Project Contact Phone (214) 542-6514 / (214) 499-0612

Email sam.causseaux@gmail.com / wilhitelandsurveying@ntin.com

Proposed Project Name Causseaux Addition

Location 3713 Red Mesa Trail, Aubrey, TX 76227

Lot/Block A1332A H.White, TR 63A

Abstract 1332

DCAD ID 212027

Number of Lots Created 1

**REQUIRED SUBMISSION DOCUMENTS**

Fee \$1510.00

Legal Description A1332A H. WHITE, TR 63A, 5.97 ACRES

Location Map AU05

Drawings (1 full, 2 half) \_\_\_\_\_

Site Plan (Commercial) \_\_\_\_\_

Electronic copy of application \_\_\_\_\_

Electronic copy of drawings \_\_\_\_\_

OTHER (Specify) \_\_\_\_\_

**APPLICATION EXPLANATION**

**Explanation and Description of Request or Project**

Final plat application for single-family lot, located in Cross Roads' ETJ, as required for Denton County building permit.

\_\_\_\_\_

Before submitting an application, the applicant should consult with the Town Administrator to discuss the feasibility of the request and any additional requirements.





## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

Consider approval of an Interlocal Agreement with the Denton County for Public Safety Dispatch Support and authorize the Mayor to execute the same.

Prepared by:

Shaun Short, Chief of Police

Description:

Staff is requesting the authorization of an interlocal agreement for the Denton County Sheriffs Office to provide telecommunication and dispatch services to the Town of Cross Roads Police Department. The cost of the service for FY2023 is \$22,556. This agreement is for one year and cost is based on the service used.

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

<b>Name of Agency: The Town of Cross Roads Police Department</b>
--

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, 2022** and ending on **September 30, 2023**.

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.

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

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 Cross Roads Police Department
Contact Person	Chief Shaun Short
Address	1401 FM 424
City, State, Zip	Cross Roads, TX 76227
Telephone	940-441-4226
Email	<a href="mailto:s.short@crossroadstx.gov">s.short@crossroadstx.gov</a>

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

\_\_\_\_\_  
T. Lynn Tompkins, Jr., Mayor  
\_\_\_\_\_  
Town of Cross Roads  
\_\_\_\_\_  
1401 FM 424  
\_\_\_\_\_  
Cross Roads, 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**

**2022-23 Budget Year**  
**Denton County Sheriff's Office**  
**Communications Agreement**  
**Agency Payment Worksheet**

<p align="center"><b>Agency:</b></p> <p>Payment Contact Person:</p> <p>Phone Number:</p> <p>Email(s):</p> <p>Address:</p> <p>City, State, Zip</p> <p><b>AGENCY TOTAL AMOUNT DUE</b></p>	<p><b>The Town of Cross Roads</b></p> <p><b>Police Department</b></p>
	Chief Short and/or Kristi Gilbert
	940-441-4226
	<a href="mailto:s.short@crossroadstx.gov">s.short@crossroadstx.gov</a> and/or <a href="mailto:k.gilbert@crossroadstx.gov">k.gilbert@crossroadstx.gov</a>
	1401 FM 424
	Cross Roads, TX 76227
	<b>\$ 22,556.10</b>

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

<p>Make checks payable to:</p>	<p><b>Denton County</b></p>
<p>Mail payments to:</p>	<p><b>Communications Agreement Payments</b>  <b>Denton County Auditor</b>  <b>1 Courthouse Drive, Ste 2000</b>  <b>Denton, Texas 76208</b></p>

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



**Exhibit B**

**TEXAS LAW ENFORCEMENT TELECOMMUNICATION SYSTEM (TLETS)**  
**NON - TWENTY-FOUR HOUR TERMINAL AGENCY AGREEMENT 2022-2023**

Twenty-Four Hour Terminal Agency	<b>DENTON COUNTY SHERIFF’S OFFICE</b>
Non Twenty-Four Hour Terminal Agency	<b>The Town of Cross Roads Police Department</b>

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

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Meeting Date:

June 20, 2022

Agenda Item:

Consider approval of an application for a tree removal permit submitted by Century Custom Homes Texas Inc., for property located at 1900 Forest Hills Dr. Applicant is requesting permission to remove a tree which is over 18" diameter at breast height due to an issue with locating a new home on the lot without impeding drainage from the adjacent property.

Prepared by:

Rodney Patterson, Building Official

Description:

Applicant, Century Custom Homes Texas Inc., submitted the attached Tree Removal Permit Application to remove an oak tree greater than eighteen (18) inches at diameter breast height (DBH) from a residential lot. The original site plan for this project showed the home further toward the front of the lot which would have allowed the tree to remain. However, after receiving concerns from the neighbor at 1270 Forest Hills and looking at the contours and existing drainage coming from the adjacent lot at 1270 Forest Hills, the applicant determined that the home would need to be moved further back in order to avoid impeding the drainage flow and backing water up onto the neighbor's adjoining property. This adjustment will require the removal of a tree that is 24" in diameter.

Recommended Action:

Staff recommends the approval of the tree removal permit to allow for the removal of the tree.

Attachments:

Tree Removal Permit Application  
Letter of Explanation  
Proposed Site Plan



# TREE REMOVAL PERMIT APPLICATION

## Based on Town of Cross Roads Ordinance # 2005-0613-05

MAY 6 2022

Date: \_\_\_\_\_

Name: Century Custom Homes Texas Inc Property Owner: \_\_\_\_\_  
(Applicant) (If Different)

Property Address: 1900 Forest hills

Phone: 817-538-4305 email: david@centurycustomhomes.net

### REASON FOR PERMIT REQUEST

A Tree Preservation and Protection permit is required for the following:

Tree 18 inches or greater DBH (diameter at breast height/ 4 1/2 foot height).

Undeveloped residential development property or lots prior to any clearing of trees over 6" in DBH. Tree preservation plan must be submitted prior to clearing any trees larger than 6" DBH.

Agricultural/Residential property greater than 3 acres in size – permit required for removing trees 6" or greater DBH including dead trees.

Commercial development **PRIOR** to any clearing or removal of trees or other action that could impact the trees.

Dead trees over 6" DBH (diameter at breast height/4 1/2 foot height). Describe below

No trees on the property

Description of Action: \_\_\_\_\_ WE NEED TO MOVE THE HOME UP THE HILL DUE TO DRAINAGE ISSUES. ONE 18" TREE MUST BE REMOVED.  
\_\_\_\_\_ THERE IS ONE ADDITIONAL LARGE TREE THAT WILL BE PRESERVED.  
\_\_\_\_\_

(Please attach an additional sheet if more space needed)

### DOCUMENTATION ATTACHED

- Photos
- Tree Preservation Plan
- Tree Location
- Map
- Signed Affidavit
- Other \_\_\_\_\_

**OFFICE USE ONLY**

Rec'd by: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_  Approved  Denied

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Reason: \_\_\_\_\_

1401 FM 424 Cross Roads, TX 76227

TEL 940/365-9693

EMAIL [applications@crossroadstx.gov](mailto:applications@crossroadstx.gov)

CrossRoadsTX.gov June 20, 2022 Council Agenda Packet 59 of 166

Rodney Patterson  
Town of Crossroad  
Information regarding single tree removal  
1900 Forest Hills Drive

Dear Mr. Patterson:

Our company had the original intention of placing the Coleman family's home between the two existing oak trees on site.

After we survey staked the home envelope and examined the slope and grade further, we realized that the sheet flow of water coming from the east property could not be mitigated enough to keep this home out of flood and drainage danger.

Being able to move the home up the hill will correct this problem and allow the natural drainage to continue on its existing path.

Unfortunately, we need to remove one tree larger than 18 inches. We do appreciate your consideration in allowing us to place the home in this location.

A handwritten signature in black ink, appearing to read "David Andrews". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

David Andrews  
Century Custom Homes

# 1900 FOREST HILLS DRIVE

SITE PLAN PLAN 1"=20'

LOT: "2R" BLOCK: "B"

FOREST HILLS

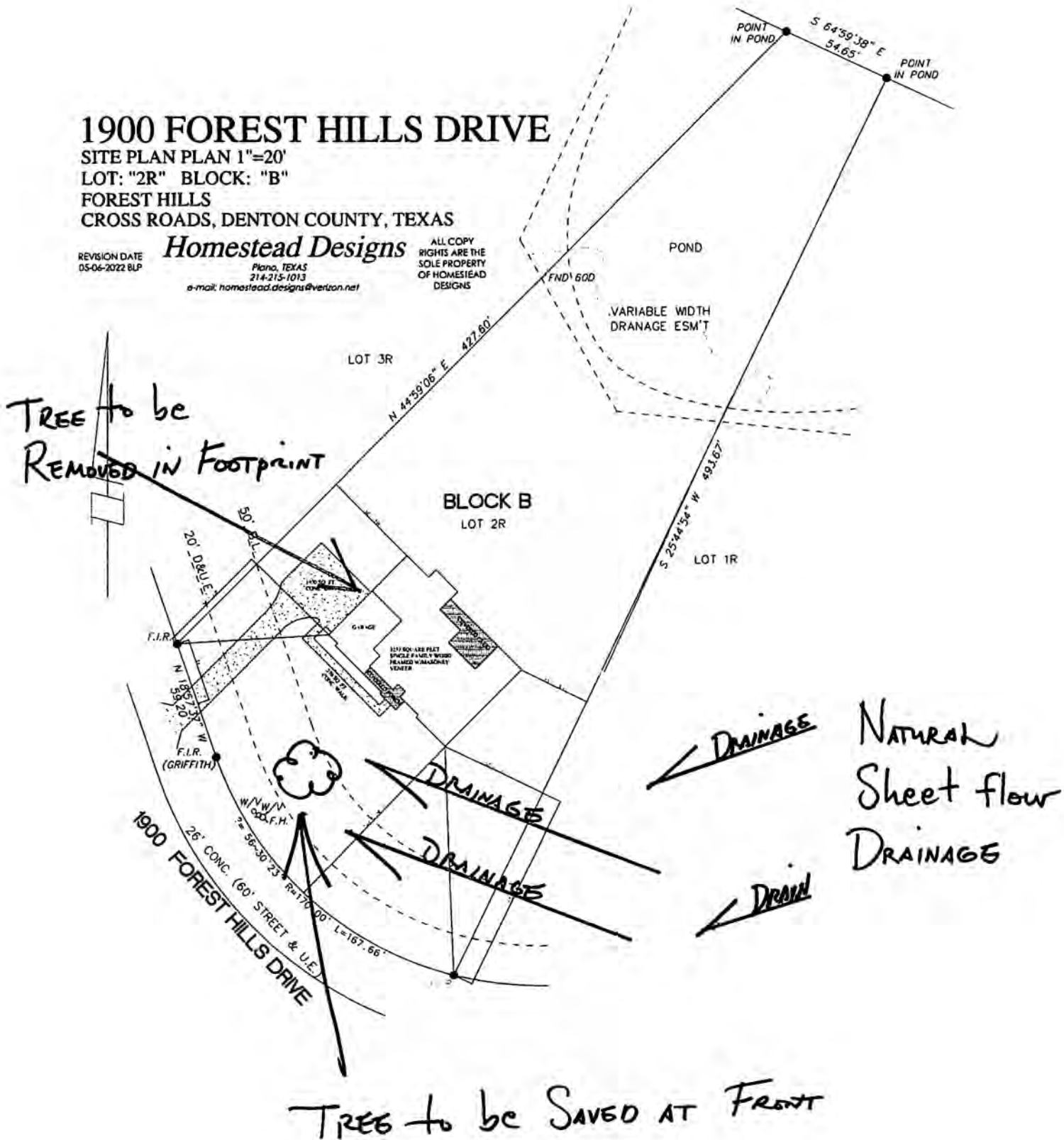
CROSS ROADS, DENTON COUNTY, TEXAS

REVISION DATE  
05-06-2022 BLP

**Homestead Designs**

Plano, TEXAS  
214-215-1013  
e-mail: homestead.designs@verizon.net

ALL COPY RIGHTS ARE THE SOLE PROPERTY OF HOMESTEAD DESIGNS





## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

Consider approval of a resolution suspending the effective date of the Oncor's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

Prepared by:

Kristi Gilbert, Interim Town Administrator

Description:

Oncor Electric Delivery Company ("Oncor" or "the Company") filed an application on or about May 13, 2022 with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$251 million or approximately 4.5% over present revenues. The Company asks the City to approve an 11.2% increase in residential rates and a 1.6% increase in street lighting rates. If approved, a residential customer using 1,300 kWh per month would see a bill increase of about \$6.02 per month. The original due date for responses was June 17, 2022, but that date has been extended to mid-August.

Recommended Action:

Approval of the resolution will serve as denial of the DCRF application proposed by Oncor.

Attachments:

Proposed Resolution

Memo to Cities from Lloyd Gosselink – 5/16/22

Model Staff Report

**RESOLUTION NO. 2022-\_\_\_\_\_**

**RESOLUTION OF THE TOWN OF CROSS ROADS  
SUSPENDING THE JUNE 17, 2022 EFFECTIVE DATE OF  
ONCOR ELECTRIC DELIVERY COMPANY'S  
REQUESTED RATE CHANGE TO PERMIT THE TOWN  
TIME TO STUDY THE REQUEST AND TO ESTABLISH  
REASONABLE RATES; APPROVING COOPERATION  
WITH THE STEERING COMMITTEE OF CITIES SERVED  
BY ONCOR TO HIRE LEGAL AND CONSULTING  
SERVICES AND TO NEGOTIATE WITH THE COMPANY  
AND DIRECT ANY NECESSARY LITIGATION AND  
APPEALS; FINDING THAT THE MEETING AT WHICH  
THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC  
AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS  
RESOLUTION TO THE COMPANY AND LEGAL  
COUNSEL FOR THE STEERING COMMITTEE**

WHEREAS, on or about May 13, 2022, Oncor Electric Delivery Company (Oncor), pursuant to PURA §§ 33.001 and 36.001 filed with the Town of Cross Roads a Statement of Intent to increase electric transmission and distribution rates in all municipalities exercising original jurisdiction within its service area effective June 17, 2022; and

WHEREAS, the Town of Cross Roads is a member of the Steering Committee of Cities Served by Oncor ("Steering Committee") and will cooperate with the 169 similarly situated TOWN members and other Town participants in conducting a review of the Company's application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company prior to getting reasonable rates and direct any necessary litigation; and

WHEREAS, PURA § 36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

WHEREAS, PURA § 33.023 provides that costs incurred by Cities in ratemaking proceedings are to be reimbursed by the regulated utility.

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

1. That the June 17, 2022 effective date of the rate request submitted by Oncor on or about May 13, 2022, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

2. As indicated in the Town’s resolution approving membership in the Steering Committee, the Executive Committee of Steering Committee is authorized to hire and direct legal counsel and consultants, negotiate with the Company, make recommendations regarding reasonable rates, and to intervene and direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the Town or Public Utility Commission.

3. That the Town’s reasonable rate case expenses shall be reimbursed by Oncor.

4. That it is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

5. A copy of this Resolution shall be sent to Oncor, Care of Howard V. Fisher, Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725.

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Mayor, Town of Cross Roads

ATTEST:

\_\_\_\_\_  
Town Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney



Mr. Brocato's Direct Line: (512) 322-5857  
Email: tbrocato@lglawfirm.com

## MEMORANDUM

TO: Steering Committee of Cities Served by Oncor Members

FROM: Thomas Brocato *TJB*  
Jamie Mauldin  
Roslyn Dubberstein

DATE: May 16, 2022

RE: Oncor Electric Delivery Company's Statement of Intent to Increase Rates Suspension Packet

### **ACTION REQUIRED TO SUSPEND THE EFFECTIVE DATE BY JUNE 17, 2022**

On Friday, May 13, 2022, Oncor filed a Statement of Intent to Increase Rates with all cities in its service area that retain original jurisdiction. The Company is seeking to increase rates by approximately \$251 million over rates currently in place, or approximately 4.5% over present revenues. Residential customers would see an 11.2% increase in rates. If approved, a residential customer using 1,300 kWh per month would see a bill increase of about \$6.02 per month. Additionally, the Company proposes to increase street lighting rates by 1.6%.

The rate increase requested by Oncor will become effective on June 17, 2022, unless the city takes action to suspend the effective date. By statute, cities are permitted to extend the effective date by up to 90 days in order to study the filing. **The city must take action to suspend the effective date by June 17, 2022.** If your city does not have a regular council meeting scheduled before June 17<sup>th</sup> or is otherwise unable to take action on the suspension resolution June 17<sup>th</sup>, please contact us as soon as possible.

Attached to this memo is a model suspension resolution and staff report. In the past, Oncor local managers have provided cities with a model denial resolution and may recommend that the city immediately deny the rate request. If this occurs, we do not recommend that you deny the request at this time. Suspending the effective date allows cities more time to review the application and decide on the final action, including settlement or denial of Oncor's requested rate increase.

The Steering Committee of Cities Served by Oncor will discuss Oncor's rate request at the quarterly meeting on June 2, 2022. During the call there will also be an opportunity for Steering Committee members to discuss strategy with Steering Committee consultants and attorneys.

If you have any questions, please feel free to contact us:

Thomas – [tbrocato@lglawfirm.com](mailto:tbrocato@lglawfirm.com) / 512-322-5857  
Jamie – [jmauldin@lglawfirm.com](mailto:jmauldin@lglawfirm.com) / 512-322-5890  
Roslyn – [rdubberstein@lglawfirm.com](mailto:rdubberstein@lglawfirm.com) / 512-322-5802

1669/35/7314214.1

## MODEL STAFF REPORT

**\*\*\*ACTION MUST BE TAKEN TO SUSPEND THE EFFECTIVE DATE ON OR BEFORE JUNE 17, 2022\*\*\***

### PURPOSE

Oncor Electric Delivery Company ("Oncor" or "the Company") filed an application on or about May 13, 2022 with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$251 million or approximately 4.5% over present revenues. The Company asks the City to approve an 11.2% increase in residential rates and a 1.6% increase in street lighting rates. If approved, a residential customer using 1,300 kWh per month would see a bill increase of about \$6.02 per month.

The resolution suspends the June 17, 2022 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. **If the City fails to take some action regarding the filing before the effective date, Oncor's rate request is deemed administratively approved.**

### DISCUSSION

The City of \_\_\_\_\_ is a member of a 169-city coalition known as the Steering Committee of Cities Served by Oncor ("Steering Committee"). The Steering Committee has been in existence since the late 1980s. It took on a formal structure in the early 1990s when cities served by the former TXU gave up their statutory right to rate case expense reimbursement in exchange for higher franchise fee payments. Empowered by city resolutions and funded by *per capita* assessments, the Steering Committee has been the primary public interest advocate before the Public Utility Commission, the Courts, and the Legislature on electric utility regulation matters for the last 30 years.

Although Oncor has increased rates many times over the past few years, this is the first comprehensive base rate case for the Company since March 2017.

### Explanation of "Be It Resolved" Paragraphs:

Section 1. The City is authorized to suspend the rate change for 90 days after the date that the rate change would otherwise be effective for any legitimate purpose. Time to study and investigate the application is always a legitimate purpose. Please note that the resolution refers to the suspension period as "the maximum period allowed by law" rather than ending by a specific date. This is because the Company controls the effective date and can extend the

deadline for final city action to increase the time that the City retains jurisdiction if necessary to reach settlement on the case. If the suspension period is not otherwise extended by the Company, the City must take final action on Oncor's request to raise rates by June 17, 2022.

Section 2. This provision authorizes the Steering Committee, consistent with the City's resolution approving membership in the Steering Committee, to act on behalf of the City at the local level in settlement discussions, in preparation of a rate ordinance, on appeal of the rate ordinance to the PUC, and on appeal to the Courts. Negotiating clout and efficiency are enhanced by the City cooperating with the Steering Committee in a common review and common purpose. Additionally, rate case expenses are minimized when the Steering Committee hires one set of attorneys and experts who work under the guidance and control of the Executive Committee of the Steering Committee.

Section 3. The Company will reimburse the Steering Committee for its reasonable rate case expenses. Legal counsel and consultants approved by the Executive Committee of the Steering Committee will submit monthly invoices that will be forwarded to Oncor for reimbursement. No individual city incurs liability for payment of rate case expenses by adopting a suspension resolution.

Section 4. This section merely recites that the resolution was passed at a meeting that was open to the public and that the consideration of the Resolution was properly noticed.

Section 5. This section provides that both Oncor and Steering Committee counsel will be notified of the City's action by sending a copy of the approved and signed resolution to certain designated individuals.



## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

Consider approval of an ordinance adopting the 2022 Service and Assessment Plan and updated assessment roll for the Cross Roads Public Improvement District #1.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

State law requires the adoption of a Service and Assessment Plan (SAP) annually in accordance with the PID Act. The Cross Roads Public Improvement District No. 1 was created on April 24, 2007 for the purpose of financing costs of approximately \$2,933,504 of improvements for the Villages of Cross Roads Subdivision. In a review of Town records, Staff determined that the initial SAP was approved on June 11, 2007 and a subsequent plan was approved on July 16, 2012. On August 16, 2021, the Town Council approved and Amended and Restated SAP to cover the time frame from 2012 through 2021. This plan has to be adopted annually and is prepared by P3Works, the Town's PID Administrator.

Staff Recommended Action:

Staff recommends approval of the 2022 Service and Assessment Plan for the Cross Roads PID No. 1.

Attachments:

Ordinance

2022 Service and Assessment Plan for Cross Roads PID No. 1

**TOWN OF CROSS ROADS, TEXAS**  
**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE TOWN OF CROSS ROADS APPROVING THE 2022 ANNUAL SERVICE PLAN UPDATE AND 2022 ASSESSMENT ROLL FOR PUBLIC IMPROVEMENTS FOR THE CROSS ROADS PUBLIC IMPROVEMENT DISTRICT NO. 1 IN ACCORDANCE WITH CHAPTER 372, TEXAS LOCAL GOVERNMENT CODE, AS AMENDED; MAKING VARIOUS FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Cross Roads, Texas (the "Town") is authorized under Chapter 372 of the Texas Local Government Code, as amended (the "Act"), to create a public improvement district within its corporate limits; and

**WHEREAS**, on April 24, 2007, the Town Council passed and adopted Resolution No. 2007-0424-01 which authorized the Cross Roads Public Improvement District No. 1 (the "District") in accordance with the Town Council's findings as to the advisability of the public improvement projects described in the Petition and as to the advisability of creating the District; and

**WHEREAS**, on July 16, 2012, the Town Council approved Ordinance No. 2012-0716-04 amending Ordinance No. 2007-0611-01, Resolution Nos. 2007-0424-01 and 2007-0514-01, and the Service and Assessment Plan for the District, adopting an Assessment Roll, delaying the commencement of the imposition and collection of Assessments, and reinstating the terms and conditions of the payment of Assessments; and

**WHEREAS**, pursuant to Section 371.013 of the Act, the Service and Assessment Plan must cover a period of at least five years and must also define the annual indebtedness and projected costs for improvements and such Service and Assessment Plan must be reviewed and updated annually for the purpose of determining the annual budget for improvements; and

**WHEREAS**, the Town Council has received the "Town of Cross Roads, Texas, Cross Roads Public Improvement District No. 1 2022 Annual Service Plan Update" (the "2022 Annual Service Plan Update") which includes the updated Assessment Roll, and acts as the Annual Service Plan Update to the Service and Assessment Plan for 2022, and now desires to proceed with the adoption of this Ordinance which approves and adopts the 2022 Annual Service Plan Update and updated Assessment Roll for the District as required by the Act.

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

**Section 1. Findings.** The findings and determinations set forth in the preambles hereto are hereby incorporated by reference for all purposes.

**Section 2. Terms.** Terms not otherwise defined herein are defined in 2022 Annual Service Plan Update attached hereto as **Exhibit A.**

**Section 3. Approval of Update.** The 2022 Annual Service Plan Update is hereby approved and accepted by the Town Council.

**Section 4. Severability.** If any provision, section, subsection, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance or the application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Town Council that no portion hereof, or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness or invalidity of any other portion here, and all provisions of this Ordinance are declared to be severable for that purpose.

**Section 5. Filing in Land Records.** The Town Secretary is directed to cause a copy of this Ordinance, including the 2022 Annual Service Plan Update, to be recorded in the real property records of Denton County, Texas, on or before June 27, 2022. The Town Secretary is further directed to similarly file each Annual Service Plan Update approved by the Town Council, with each such filing to occur within seven days of the date each respective Annual Service Plan Update is approved.

**Section 6. Effective Date.** This Ordinance shall take effect from and after its final date of passage, and it is accordingly so ordered.

**PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF  
CROSS ROADS, TEXAS, THIS 20TH DAY OF JUNE, 2022.**

APPROVED:

---

T. Lynn Tompkins Jr., Mayor

ATTEST:

---

Donna Butler, Town Secretary

APPROVED AS TO FORM:

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Matthew C.G. Boyle, Town Attorney

**EXHIBIT A**

2022 Annual Service Plan Update

*[Remainder of page intentionally left blank.]*





TOWN OF CROSS ROADS PUBLIC IMPROVEMENT  
DISTRICT NO. 1  
2022 ANNUAL SERVICE PLAN UPDATE  
JUNE 20, 2022

## INTRODUCTION

Capitalized terms used in this Annual Service Plan Update shall have the meanings set forth in the 2021 Amended and Restated Service and Assessment Plan unless the context in which a term is used clearly requires a different meaning.

On April 24, 2007, the Town Council passed and approved Resolution No. 2007-0424-01 authorizing the establishment of the District in accordance with the PID Act, which authorization was effective upon publication as required by the PID Act. The purpose of the District is to finance the Actual Costs of Authorized Improvements that confer a special benefit on approximately 133.6579 acres located within the corporate limits of the Town.

On June 11, 2007, the Town Council approved the 2007 Service and Assessment Plan for the District by adopting Ordinance No. 2007-0611-01, which approved the levy of Assessments on Assessed Property within the District and approved the Assessment Roll.

On July 16, 2012, the Town Council passed and approved Ordinance No. 2012-0716-04, which amended Resolution No. 2007-0611-01, Resolution No. 2007-0424-01, Resolution No. 2007-0514-01 (to the extent of any conflict), and the 2007 Service and Assessment Plan, for the purposes of adopting a new Assessment Roll, delaying the commencement of the imposition and collection of Assessments, and restating the terms and conditions of the payment of Assessments.

On August 16, 2021, the Town Council approved the 2021 Amended and Restated Service and Assessment Plan for the District by adopting Ordinance No. 2021-0816-01, which served to amend and restate the 2007 Service and Assessment Plan, including all previously approved Annual Service Plan Updates, in its entirety for the purposes of (1) amending and restating the 2007 Service and Assessment Plan, including any amendments by Ordinance No. 2012-0716-04, and (2) updating the Assessment Roll.

The 2021 Amended and Restated Service and Assessment Plan identified the Authorized Improvements to be provided by the District, the costs of the Authorized Improvements, the indebtedness to be incurred for the Authorized Improvements, and the manner of assessing the property in the District for the costs of the Authorized Improvements. Pursuant to the PID Act, the 2021 Amended and Restated Service and Assessment Plan must be reviewed and updated annually. This document is the Annual Service Plan Update for 2022.

Pursuant to the PID Act, the Service and Assessment Plan must be reviewed and updated annually. This document is the Annual Service Plan Update for 2022. This document also updates the Assessment Roll for 2022.

*[Remainder of page intentionally left blank.]*

## PARCEL SUBDIVISION

The final plat of the Villages at Cross Roads was filed and recorded within the official records of the County on August 3, 2007, and consists of 97 residential Lots.

See **Exhibit D** for the buyer disclosure for the District.

## LOT AND HOME SALES

All residential Lots have completed homes, and all residential Lots have been sold to end-users.

## OUTSTANDING ASSESSMENT

The District has an outstanding Assessment of \$1,506,076.50.

## ANNUAL INSTALLMENT DUE 1/31/2023

- **Principal and Interest** - The total principal and interest required for the Annual Installment is \$100,405.10.
- **Annual Collection Costs** – The cost of administering the District and collecting the Annual Installments shall be collected as part of the principal and interest portion of the Annual Installment and withheld before reimbursement per the Reimbursement Agreement.

Due January 31, 2023	
Principal <sup>(1)</sup>	\$ 100,405.10
Interest	-
Annual Collection Costs <sup>(1)</sup>	-
<b>Total</b>	<b>\$ 100,405.10</b>

Notes:

<sup>1</sup> Annual Collection Costs shall be collected as part of the Principal and Interest portion of the Annual Installment.

See **Exhibit B** for the debt service schedule for the District.

## PREPAYMENT OF ASSESSMENTS IN FULL

The following is a list of all Lots within the District that have been paid in full:

Property ID	Address	Lot Type	Prepayment Date	Recorded Lien Release Number
527345	113 LAS COLINAS TRL	1	N/A	Pending
527347	117 LAS COLINAS TRL	1	N/A	Pending
527348	119 LAS COLINAS TRL	1	N/A	Pending
527353	129 LAS COLINAS TRL	1	N/A	Pending
527355	133 LAS COLINAS TRL	1	N/A	Pending
527356	135 LAS COLINAS TRL	1	N/A	Pending
527381	183 LAS COLINAS TRL	1	N/A	Pending
527402	132 LAS COLINAS TRL	1	N/A	Pending
527420	192 LAS COLINAS TRL	1	N/A	Pending
527421	104 LAS COLINAS TRL	1	N/A	Pending
527423	212 LAKE WAY	1	N/A	Pending
527431	118 LAS COLINAS TRL	1	N/A	Pending
527432	120 LAS COLINAS TRL	1	N/A	Pending
527438	209 LAKE WAY	1	N/A	Pending

## PARTIAL PREPAYMENT OF ASSESSMENTS

No partial prepayments have occurred within the District.

## AUTHORIZED IMPROVEMENTS

The developer has completed the Authorized Improvements listed in the 2021 Amended and Restated Service and Assessment Plan, and the Authorized Improvements have been dedicated to the Town.

## SERVICE PLAN - FIVE YEAR BUDGET FORECAST

The PID Act requires the annual indebtedness and projected costs for the Authorized Improvements to be reviewed and updated in the Annual Service Plan Update, and the projection shall cover a period of not less than five years.

Annual Installment Due		1/31/2023	1/31/2024	1/31/2025	1/31/2026	1/31/2027
Principal		\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10
Interest		\$ -	\$ -	\$ -	\$ -	\$ -
	(1)	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10
Administrative Expenses	(2)	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Installment	(3) = (1) + (2)	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10	\$ 100,405.10

## ASSESSMENT ROLL

The list of current Parcels within the District, the corresponding total Assessments, and current Annual Installment are shown on the Assessment Roll attached hereto as **Exhibit A**. The Parcels shown on the Assessment Roll will receive the bill for the 2022 Annual Installment which will be delinquent if not paid by January 31, 2023.

## EXHIBIT A – ASSESSMENT ROLL

Property ID	Lot Type	Notes	Outstanding	Annual Installment
			Assessment <sup>[a]</sup>	Due 1/31/2023 <sup>[a]</sup>
527337	1		\$ 18,145.31	\$ 1,209.70
527338	1		\$ 18,145.31	\$ 1,209.70
527339	1		\$ 18,145.31	\$ 1,209.70
527340	1		\$ 18,145.31	\$ 1,209.70
527341	1		\$ 18,145.31	\$ 1,209.70
527345	1	[b]	\$ -	\$ -
527346	1		\$ 18,145.31	\$ 1,209.70
527347	1	[b]	\$ -	\$ -
527348	1	[b]	\$ -	\$ -
527349	1		\$ 18,145.31	\$ 1,209.70
527350	1		\$ 18,145.31	\$ 1,209.70
527351	1		\$ 18,145.31	\$ 1,209.70
527352	1		\$ 18,145.31	\$ 1,209.70
527353	1	[b]	\$ -	\$ -
527354	1		\$ 18,145.31	\$ 1,209.70
527355	1	[b]	\$ -	\$ -
527356	1	[b]	\$ -	\$ -
527357	1		\$ 18,145.31	\$ 1,209.70
527358	1		\$ 18,145.31	\$ 1,209.70
527359	1		\$ 18,145.31	\$ 1,209.70
527360	1		\$ 18,145.31	\$ 1,209.70
527361	1		\$ 18,145.31	\$ 1,209.70
527362	1		\$ 18,145.31	\$ 1,209.70
527363	1		\$ 18,145.31	\$ 1,209.70
527364	1		\$ 18,145.31	\$ 1,209.70
527365	Non Benefitted Property		\$ -	\$ -
527366	1		\$ 18,145.31	\$ 1,209.70
527367	1		\$ 18,145.31	\$ 1,209.70
527368	1		\$ 18,145.31	\$ 1,209.70
527369	1		\$ 18,145.31	\$ 1,209.70
527370	1		\$ 18,145.31	\$ 1,209.70
527371	1		\$ 18,145.31	\$ 1,209.70
527372	1		\$ 18,145.31	\$ 1,209.70
527373	1		\$ 18,145.31	\$ 1,209.70
527374	1		\$ 18,145.31	\$ 1,209.70
527375	1		\$ 18,145.31	\$ 1,209.70
527376	1		\$ 18,145.31	\$ 1,209.70
527378	1	[c]	\$ 9,072.66	\$ 604.85

Property ID	Lot Type	Notes	Outstanding	
			Assessment <sup>[a]</sup>	Annual Installment Due 1/31/2023 <sup>[a]</sup>
527379	1		\$ 18,145.31	\$ 1,209.70
527380	1		\$ 18,145.31	\$ 1,209.70
527381	1	[b]	\$ -	\$ -
527382	1		\$ 18,145.31	\$ 1,209.70
527383	1		\$ 18,145.31	\$ 1,209.70
527384	1		\$ 18,145.31	\$ 1,209.70
527385	1		\$ 18,145.31	\$ 1,209.70
527386	1		\$ 18,145.31	\$ 1,209.70
527387	1		\$ 18,145.31	\$ 1,209.70
527388	1		\$ 18,145.31	\$ 1,209.70
527389	Non Benefitted Property		\$ -	\$ -
527390	Non Benefitted Property		\$ -	\$ -
527392	1		\$ 18,145.31	\$ 1,209.70
527393	1		\$ 18,145.31	\$ 1,209.70
527394	1		\$ 18,145.31	\$ 1,209.70
527395	1		\$ 18,145.31	\$ 1,209.70
527396	1		\$ 18,145.31	\$ 1,209.70
527397	1		\$ 18,145.31	\$ 1,209.70
527398	1		\$ 18,145.31	\$ 1,209.70
527399	1		\$ 18,145.31	\$ 1,209.70
527400	1		\$ 18,145.31	\$ 1,209.70
527401	1		\$ 18,145.31	\$ 1,209.70
527402	1	[b]	\$ -	\$ -
527403	1		\$ 18,145.31	\$ 1,209.70
527404	1		\$ 18,145.31	\$ 1,209.70
527405	1		\$ 18,145.31	\$ 1,209.70
527406	1		\$ 18,145.31	\$ 1,209.70
527407	1		\$ 18,145.31	\$ 1,209.70
527408	1		\$ 18,145.31	\$ 1,209.70
527409	1		\$ 18,145.31	\$ 1,209.70
527410	1		\$ 18,145.31	\$ 1,209.70
527411	1		\$ 18,145.31	\$ 1,209.70
527412	1		\$ 18,145.31	\$ 1,209.70
527413	1		\$ 18,145.31	\$ 1,209.70
527414	1		\$ 18,145.31	\$ 1,209.70
527415	1		\$ 18,145.31	\$ 1,209.70
527416	1		\$ 18,145.31	\$ 1,209.70
527417	1		\$ 18,145.31	\$ 1,209.70
527418	1		\$ 18,145.31	\$ 1,209.70
527419	1		\$ 18,145.31	\$ 1,209.70



Property ID	Lot Type	Notes	Outstanding Assessment <sup>[a]</sup>	Annual Installment Due 1/31/2023 <sup>[a]</sup>
527420	1	[b]	\$ -	\$ -
527421	1	[b]	\$ -	\$ -
527422	1		\$ 18,145.31	\$ 1,209.70
527423	1	[b]	\$ -	\$ -
527424	Non Benefitted Property		\$ -	\$ -
527425	1		\$ 18,145.31	\$ 1,209.70
527426	1		\$ 18,145.31	\$ 1,209.70
527427	1		\$ 18,145.31	\$ 1,209.70
527428	1		\$ 18,145.31	\$ 1,209.70
527429	1		\$ 18,145.31	\$ 1,209.70
527430	1		\$ 18,145.31	\$ 1,209.70
527431	1	[b]	\$ -	\$ -
527432	1	[b]	\$ -	\$ -
527433	1		\$ 18,145.31	\$ 1,209.70
527434	1		\$ 18,145.31	\$ 1,209.70
527435	1		\$ 18,145.31	\$ 1,209.70
527436	1		\$ 18,145.31	\$ 1,209.70
527438	1	[b]	\$ -	\$ -
527439	1		\$ 18,145.31	\$ 1,209.70
527440	1		\$ 18,145.31	\$ 1,209.70
527441	1		\$ 18,145.31	\$ 1,209.70
527442	Non Benefitted Property		\$ -	\$ -
680728	1	[c]	\$ 9,072.66	\$ 604.85
3492410	1	[d]	\$ 9,072.66	\$ 604.85
3492469	1	[e]	\$ 9,072.66	\$ 604.85
8437767	1	[d]	\$ 9,072.66	\$ 604.85
8448881	1	[e]	\$ 9,072.66	\$ 604.85
<b>Total</b>			<b>\$ 1,506,060.73</b>	<b>\$ 100,405.10</b>

Notes:

- [a] Totals may not match the outstanding Assessment or Annual Installment due to rounding.
- [b] Property ID prepaid their Assessment in full.
- [c] Undivided interest of parent Property ID 680727 located at 177 Las Colinas Trl, billed 50% to Property ID 527378 and 50% to Property ID 680728.
- [d] Undivided interest of parent Property ID 527377 located at 175 Las Colinas Trl, billed 50% to Property ID 3492410 and 50% to Property ID 8437767.
- [e] Undivided interest of parent Property ID 527437 located at 207 Lake Way, billed 50% to Property ID 3492469 and 50% to Property ID 8448881.

**EXHIBIT B – DISTRICT DEBT SERVICE SCHEDULE**

Annual Installments Due 1/31	Annual		Subtotal - Debt Service	Administrative Expenses	Total Annual Installment <sup>1</sup>
	Principal	Interest <sup>2</sup>			
2023	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2024	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2025	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2026	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2027	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2028	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2029	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2030	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2031	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2032	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2033	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2034	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2035	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2036	\$ 100,405.10	\$ -	\$ 100,405.10	\$ -	\$ 100,405.10
2037	\$ 100,389.33	\$ -	\$ 100,389.33	\$ -	\$ 100,389.33
<b>Total</b>	<b>\$ 1,506,060.73</b>	<b>\$ -</b>	<b>\$ 1,506,060.73</b>	<b>\$ -</b>	<b>\$ 1,506,060.73</b>

*Notes:*

<sup>1</sup>The figures shown above are estimates only and subject to change in Annual Service Plan Updates due to changes in Administrative Expenses, or other available offsets that could increase or decrease the amounts shown.

<sup>2</sup>Interest is calculated at 0%.

## **EXHIBIT D – TOWN OF CROSS ROADS PID NO. 1 – LOT TYPE 1 – BUYER DISCLOSURE**

### NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.0035), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING<sup>1</sup> RETURN TO:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO  
TOWN OF CROSS ROADS, TEXAS  
CONCERNING THE FOLLOWING PROPERTY

\_\_\_\_\_  
PROPERTY ADDRESS

**LOT TYPE 1 PRINCIPAL ASSESSMENT: \$18,145.50**

As the purchaser of the real property described above, you are obligated to pay assessments to the Town of Cross Roads, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Cross Roads Public Improvement District No. 1*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from the Town of Cross Roads. The exact amount of each annual installment will be approved each year by the Town of Cross Roads Town Council in the annual service plan update for the district. More information about the assessments, including the amounts and due dates, may be obtained from Town of Cross Roads.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

\_\_\_\_\_  
<sup>1</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Denton County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF PURCHASER

\_\_\_\_\_  
SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF SELLER

\_\_\_\_\_  
SIGNATURE OF SELLER]<sup>2</sup>

---

<sup>2</sup> To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF PURCHASER

\_\_\_\_\_  
SIGNATURE OF PURCHASER

STATE OF TEXAS

§

§

COUNTY OF \_\_\_\_\_

§

The foregoing instrument was acknowledged before me by \_\_\_\_\_ and \_\_\_\_\_, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

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

Notary Public, State of Texas]<sup>3</sup>

<sup>3</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Denton County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF SELLER

\_\_\_\_\_  
SIGNATURE OF SELLER

STATE OF TEXAS

§

§

COUNTY OF \_\_\_\_\_

§

The foregoing instrument was acknowledged before me by \_\_\_\_\_ and \_\_\_\_\_, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

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

Notary Public, State of Texas]<sup>4</sup>

<sup>4</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Denton County.

## ANNUAL INSTALLMENTS - LOT TYPE 1

Annual Installments Due 1/31	Principal	Interest <sup>2</sup>	Subtotal - Debt Service	Administrative Expenses	Total Annual Installment <sup>1,2</sup>
2023	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2024	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2025	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2026	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2027	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2028	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2029	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2030	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2031	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2032	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2033	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2034	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2035	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2036	\$ 1,209.70	\$ -	\$ 1,209.70	\$ -	\$ 1,209.70
2037	\$ 1,209.51	\$ -	\$ 1,209.51	\$ -	\$ 1,209.51
<b>Total</b>	<b>\$ 18,145.31</b>	<b>\$ -</b>	<b>\$ 18,145.31</b>	<b>\$ -</b>	<b>\$ 18,145.31</b>

**Notes:**

<sup>1</sup>The figures shown above are estimates only and subject to change in Annual Service Plan Updates due to changes in Administrative Expenses, or other available offsets that could increase or decrease the amounts shown.

<sup>2</sup>Interest is calculated at 0%.





## COUNCIL AGENDA BRIEFING SHEET

---

Meeting Date:  
June 20, 2022

Agenda Item:

Consider approval of authorizing the Mayor to enter into an agreement with the Texas Department of Transportation for the Furnishing, Installing and Maintenance of Traffic Signal Preemption Equipment to allow for the installation of Opticom at certain intersections within the Town.

Prepared by:  
Kristi Gilbert, Town Administrator

Description:

The Council has budgeted funds for the installation of Opticom (known broadly as traffic signal preemption equipment) at four intersections throughout the Town. Staff discussed these locations with Chief Rust with Little Elm Fire Department and he suggested adding a fifth location at US 380 and Walmart Drive. Before we can purchase the equipment for installation, the Town must receive approval from the Texas Department of Transportation (TxDOT) as all of the locations are within their jurisdiction.

Attached is the TxDOT required agreement that must be executed to allow for the installation of the devices. There is no direct cost associated with the agreement, however, the Town will be responsible for the installation and maintenance of Opticom devices. The Town received estimates in April of 2021 which were approximately \$39,000 for four intersections. Once the agreement is approved by TxDOT, Staff will obtain an updated estimate for all five intersections which is anticipated to be approximately \$50,000.

Recommended Action:  
Staff recommends the approval of the agreement.

Attachments:  
Proposed Agreement

**THE STATE OF TEXAS §**

**THE COUNTY OF DENTON §**

**AGREEMENT FOR THE FURNISHING, INSTALLING AND  
MAINTENANCE OF TRAFFIC SIGNAL PREEMPTION EQUIPMENT**

**THIS AGREEMENT** is made by and between the State of Texas, acting through the Texas Department of Transportation, hereinafter called the “State”, and the Town of Cross Roads, hereinafter called the “Town”, acting by and through its duly authorized officers.

**W I T N E S S E T H**

**WHEREAS**, the State owns and maintains a system of highways and roadways in the Town of Cross Roads pursuant to Transportation Code, Section 201.103; and

**WHEREAS**, the Town or its contractor has requested to install emergency vehicle preemption systems at the locations listed on Exhibit A;

**WHEREAS**, the State and the Town are in agreement that the proposed systems will be installed;

**NOW, THEREFORE**, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

**A G R E E M E N T**

**ARTICLE 1. CONTRACT PERIOD**

This agreement becomes effective on final execution by the State and shall remain in effect as long as said traffic signal preemption equipment is in operation at the described locations.

**ARTICLE 2. TERMINATION**

This agreement may be terminated by one of the following conditions:

- 1) By mutual agreement of both parties;
- 2) By the State giving written notice to the Town or its contractor as consequence of failure by the Town or its contractor to satisfactorily perform the services and obligations set forth in this agreement, with proper allowances being made for circumstances beyond the control of the Town or its contractor;
- 3) By either party upon thirty (30) days written notice to the other.

**ARTICLE 3. COMPENSATION**

No compensation shall be paid for this agreement.

**ARTICLE 4. PERSONNEL, EQUIPMENT, AND MATERIAL**

- A.** The Town or its contractor will use labor and supervisory personnel employed directly by the Town or its contractor, and use Town owned or its contractor owned machinery, equipment, and vehicles necessary for the work. In the event that the Town or its contractor does not have the machinery, equipment, and vehicles necessary to perform the work, the machinery, equipment, and vehicles may be rented or leased as necessary.
- B.** No reimbursement shall be paid for any materials supplied by the Town or its contractor. All materials shall be new and undepreciated stock.

- C. Any necessary changes to the existing signal required to install the preemption system will be at the Town's expense.
- D. If it becomes necessary to adjust, replace or reinstall the preemption system due to reconstruction of the intersection or upgrading of the signals, it shall be done by the Town at Town expense.

**ARTICLE 5. INSPECTION OF WORK**

- A. The State shall make suitable and complete inspection of all materials, and equipment, and the work of installation to determine and permit certification that the components meet all applicable requirements and are in suitable condition for operation and maintenance by the Town or its contractor after its completion. All components of the system will be subject to random testing and inspections by the State.
- B. The Town or its contractor will provide opportunities, facilities, and representative samples, as may be required, to enable the State to carry on initial and random inspections of all materials and application methods; sufficient to afford determination and certification by the State that all parts of the installation and the component materials comply with the State standards and specifications. The State will promptly notify the Town or its contractor of any failure of materials, equipment, or installation methods, and the Town or its contractor will take such measures necessary to obtain acceptable systems components and installation procedures without delay.

**ARTICLE 6. RESPONSIBILITIES OF THE PARTIES**

The parties agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives and agents. State shall not be held responsible for the operation (or non-operation) of the preempt equipment, or for any effect it may have on emergency vehicle response.

**ARTICLE 7. DE-ACTIVATION OF THE PREEMPT SYSTEM**

The State reserves the right to disconnect the preempt system from the traffic signals should any problem arise affecting the State including that the State has determined that the preemption is being abused. The State will notify the appropriate Town office of the de-activation of the preempt system. Upon correction of the problem the preempt system would be re-connected.

**ARTICLE 8. PREEMPTION INSTALLATION REQUIREMENTS**

The Town or its contractor shall furnish and install an aluminum lockable cabinet for the preemption system equipment. The preemption cabinet shall be attached to the State's traffic signal cabinet by means of a two (2) inch Myer's hub supplied by the Town or its contractor. The Town or its contractor will furnish and install a Cannon type disconnect plug between the State's traffic signal cabinet and the preemption cabinet. The State will furnish 120 volts AC power to the preemption cabinet for all auxiliary equipment. All transformation of power shall take place within the preemption cabinet. The State will allow the preemption equipment to monitor all outgoing green traffic signal indications. The preemption equipment will supply a maximum of four preemption inputs.

**ARTICLE 9. REPORTS**

Upon written request, the Town will be required to supply the State with a list of preemptions. The list shall show date, time, intersection, direction, and duration of each preemption and vehicle identification information of the emergency vehicle requesting each preemption. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

**ARTICLE 10. REMEDIES**

Violation or breach of contract terms by the Town or its contractor shall be grounds for termination of the agreement, and any increased cost arising from the Town or its contractor’s default, breach of contract, or violation of terms shall be paid for by the Town or its contractor. This agreement shall not be considered as specifying the exclusive remedy for default, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

If at any time, the Town or its contractor fails to assume the maintenance and operations responsibilities for the preemption systems in a satisfactory manner as determined by the State, the State reserves the right to arrange for maintenance and operations at the expense of the Town or its contractor. The State shall contact the appropriate Town authority prior to the arrangement for alternative maintenance.

**ARTICLE 11. INSURANCE**

The Town shall provide necessary safeguards to protect the public on State-maintained highways including adequate insurance for payment of any damages which might result during the construction, maintenance and operation of the preemption equipment, and to save the State harmless from damages, to the extent of said insurance coverage and insofar as it can legally do so. Prior to beginning work on the State’s right-of-way, the Town’s construction contractor shall submit to the State a fully executed copy of the State’s form 1560 Certificate of Insurance and shall maintain the required coverage during the construction of all work associated with this agreement.

**ARTICLE 12. SUBLETTING**

The Town or its contractor shall not sublet or transfer any portion of its responsibilities and obligations under this agreement unless specifically authorized in writing by the State. In the event the Town or its contractor enters into subcontracts, the subcontractors must adhere to the provisions of this agreement.

**ARTICLE 13. SUCCESSORS AND ASSIGNS**

The Town or its contractor shall not assign or otherwise transfer its rights or obligations under this agreement except with the prior written consent of the State.

**ARTICLE 14. LEGAL CONSTRUCTION**

In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

**ARTICLE 15. INSPECTION OF CITY’S BOOKS AND RECORDS**

- A. The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the contract or indirectly through a subcontract under the contract. Acceptance of funds directly under the contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds.
- B. The state auditor may conduct an audit or investigation of any entity receiving funds from the state directly under the contract or indirectly through a subcontract under the contract. Acceptance of funds directly under the contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the

legislative audit committee, to conduct an audit or investigation in connection with those funds. An entity that is the subject of an audit or investigation must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit.

**ARTICLE 16. NOTICES**

All notices to either party by the other required under this Agreement shall be delivered personally or sent by certified or U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

<b>Town:</b>	<b>State:</b>
Town of Cross Roads Attn: Kristi Gilbert 3201 US HWY 380, Suite 105 Cross Roads, TX 76227	Texas Department of Transportation Attn: Director of Operations 4777 E. Highway 80 Mesquite, TX 75150

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

**ARTICLE 17. GOVERNING LAWS AND VENUE**

This agreement shall be construed under and in accordance with the laws of the State of Texas. Any legal actions regarding the parties' obligations under this agreement must be filed in Travis County, Texas.

**ARTICLE 18. PRIOR AGREEMENTS SUPERSEDED**

This agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties respecting within the subject matter.

Each party is signing this agreement on the date stated beside that party's signature.

**TOWN OF CROSS ROADS**

Executed on behalf of the Town by:

By \_\_\_\_\_ Date \_\_\_\_\_

Typed or Printed Name and Title \_\_\_\_\_  
\_\_\_\_\_

**THE STATE OF TEXAS**

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By \_\_\_\_\_ Date \_\_\_\_\_

Mohamed K. Bur  
Dallas District Engineer

## EXHIBIT A

1. US 380 at Walmart Dr.
2. US 380 at FM 424
3. US 380 at Fishtrap Rd.
4. FM 424 at Fishtrap Rd.
5. US 377 at FM 424



## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:  
June 20, 2022

Agenda Item:

Consider approval of a resolution authorizing participation in the TexPool investment pools and designating authorized representatives and authorizing the Mayor to execute the participation agreement.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

Staff is currently working on updates to the Town's Investment Policy as required by the Texas Public Funds Investment Act. The current investment policy was adopted on November 18, 2019 and specifies certain actions required by the Town Administrator acting as the Investment Officer of the Town. The three primary objectives of the investment police are, in priority order, safety, liquidity and yield. Currently, all of the Town's assets are held at Point Bank and funds in excess of the FDIC maximum of \$250,000 are backed by securities pledged as collateral in an amount equal to a minimum of 102% of time and demand deposits.

The Investment Policy identifies a handful of acceptable investments outside of our traditional savings account which includes obligations of the United States, certificates of deposit, repurchase agreements, AAA-rated, no-load, SEC registered money market funds and AAA-rated constant dollar Texas Local Government Investment Pools. The latter is the most commonly used by municipalities. The current annual percentage yield earned at Point Bank as of May 31, 2022 is 0.35%. Until the last few months, this rate has been the same or better than the TexPool rate. TexPool's average daily net yield as of May 31, 2022 was 0.6228%. Adopting the attached resolution will provide for an additional investment opportunity for the Town.

Recommended Action:

Staff recommends the approval of the resolution.

Attachments:

Proposed Resolution and Participation Agreement





# Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives

**WHEREAS,** the Town of Cross Roads ("Participant") is a local government or state agency of the State of Texas and is empowered to delegate to the public funds investment pools the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

**WHEREAS,** it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

**WHEREAS,** the Texas Local Government Investment Pools ("TexPool/TexPool Prime"), public funds investment pools, were created on behalf of entities whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

**NOW THEREFORE,** be it resolved as follows:

- A. That Participant shall enter into a Participation Agreement to establish an account in its name in TexPool/TexPool Prime, for the purpose of transmitting local funds for investment in TexPool/TexPool Prime.
- B. That the individuals, whose signatures appear in this Resolution, are authorized representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool/TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

### Authorized Representatives of the Participant

These individuals will be issued P.I.N. numbers to transact business via telephone with a Participant Service Representative.

1.	<input type="text"/>	<input type="text" value="9 4 0 3 9 5 9 6 9 3"/>
	Signature	Telephone Number
	<input type="text" value="Kristin Gilbert"/>	<input type="text" value="4 6 9 6 7 5 5 9 0 5"/>
	Printed Name	Fax Number
	<input type="text" value="Town Administrator"/>	<input type="text" value="k.gilbert@crossroadstx.gov"/>
	Title	Email
2.	<input type="text"/>	<input type="text" value="9 4 0 3 9 5 9 6 9 3"/>
	Signature	Telephone Number
	<input type="text" value="Karen Padilla"/>	<input type="text" value="4 6 9 6 7 5 5 9 0 5"/>
	Printed Name	Fax Number
	<input type="text" value="Accounting Technician"/>	<input type="text" value="k.padilla@crossroadstx.gov"/>
	Title	Email
3.	<input type="text"/>	<input type="text" value="9 4 0 3 9 5 9 6 9 3"/>
	Signature	Telephone Number
	<input type="text" value="Donna Butler"/>	<input type="text" value="4 6 9 6 7 5 5 9 0 5"/>
	Printed Name	Fax Number
	<input type="text" value="Town Secretary"/>	<input type="text" value="d.butler@crossroadstx.gov"/>
	Title	Email
4.	<input type="text"/>	<input type="text" value="9 4 0 3 9 5 9 6 9 3"/>
	Signature	Telephone Number
	<input type="text" value="T. Lynn Tompkins, Jr."/>	<input type="text" value="4 6 9 6 7 5 5 9 0 5"/>
	Printed Name	Fax Number
	<input type="text" value="Mayor"/>	<input type="text" value="l.tompkins@crossroadstx.gov"/>
	Title	Email

**Authorized Representatives of the Participant (continued)**

5.	<input type="text"/>	<input type="text"/>
	Signature	Telephone Number
	<input type="text"/>	<input type="text"/>
	Printed Name	Fax Number
	<input type="text"/>	<input type="text"/>
	Title	Email
6.	<input type="text"/>	<input type="text"/>
	Signature	Telephone Number
	<input type="text"/>	<input type="text"/>
	Printed Name	Fax Number
	<input type="text"/>	<input type="text"/>
	Title	Email

List the name of the Authorized Representative provided above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Kristin Gilbert  
Printed Name

In addition and at the option of the Participant, additional authorized representative(s) can be designated to perform inquiry only of selected information. This limited representative cannot make deposits or withdrawals. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email
6.	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Printed Name	Title	
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Telephone Number	Fax Number	Email

**Authorized Representatives of the Participant (continued)**

C. That this resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool/TexPool Prime receives a copy of any such amendment or revocation.

This resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the

\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**Document is to be signed by a Board Officer, Mayor or County Judge and attested by a Board Officer, City Secretary or County Clerk.**

\_\_\_\_\_

Name of Participant

**SIGNED:**

\_\_\_\_\_

Signature

T. Lynn Tompkins, Jr.

Printed Name

Mayor

Title

**ATTEST:**

\_\_\_\_\_

Signature

Donna Butler

Printed Name

Town Secretary

Title

**Delivery Instructions**

Please return this document to **TexPool Participant Services:**

**Email:** [texpool@dstsyste.ms.com](mailto:texpool@dstsyste.ms.com)

**Fax:** 866-839-3291



# TexPool Investment Pools Participation Agreement

## Preamble

This participation agreement (the "**Agreement**") is made and entered into by and between the Comptroller of Public Accounts (the "**Comptroller**"), acting through the Texas Treasury Safekeeping Trust Company (the "**Trust Company**"), Trustee of the Texas Local Government Investment Pool (TexPool) and TexPool Prime, (collectively the "**TexPool Investment Pools**"), and the Town of Cross Roads (the "**Participant**").

**WHEREAS**, the Interlocal Cooperation Act, TEX GOV'T CODE ANN, ch. 791 and the Public Funds Investment Act, TEX. GOV'T CODE ANN. ch. 2256 (the "**Acts**") provide for the creation of a public funds investment pool to which any local government or state agency may delegate, by contract, the authority to hold legal title as custodian and to make investments purchased with local funds;

**WHEREAS**, the Trust Company is a special purpose trust company authorized pursuant to TEX. GOV'T CODE ANN. § 404.103 to receive, transfer and disburse money and securities belonging to state agencies and local political subdivisions of the state and for which the Comptroller is the sole officer, director and shareholder;

**WHEREAS**, TexPool and TexPool Prime are public funds investment pools, which funds are invested in certain eligible investments as more fully described hereafter;

**WHEREAS**, the Participant has determined that it is authorized to invest in a public funds investment pool created under the Acts and to enter into this Agreement;

**WHEREAS**, the Participant acknowledges that the Trust Company is not responsible for independently verifying the Participant's authority to invest under the Acts or to enter this Agreement;

**WHEREAS**, the Participant acknowledges that the performance of TexPool Investment Pools is not guaranteed by the State of Texas, the Comptroller, or the Trust Company and that there is no secondary source of payment for the TexPool Investment Pools; and

**WHEREAS**, in an effort to ensure the continued availability of an investment pool as a vehicle for investment of local government funds and simultaneously provide for enhancement in services and potential decreases in management and administrative fees, Participant and Trust Company desire to provide in this Agreement that the Trust Company may obtain private professional investment management and related services.

**NOW THEREFORE**, for and in consideration of the mutual promises, covenants and agreements herein contained, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree with each other as follows:

## Article I: Definitions

**"Account"** shall mean any account or accounts, established by the Participant in TexPool Investment Pools in accordance with this Agreement and the Operating Procedures (as defined herein), which Account represents an undivided beneficial ownership in TexPool Investment Pools.

**"Authorized Investments"** shall mean those investments which are authorized by the Investment Act (as herein defined) for investment of public funds.

**"Authorized Representative(s) of the Participant"** shall mean any individual who is authorized to execute documents and take such other necessary actions under this Agreement as evidenced by the duly enacted Resolution of the Participant.

**"Authorized Representative(s) of the Trust Company"** shall mean any employee of the Comptroller or Trust Company who is designated in writing by the Comptroller or the Trust Company's Chief Executive Officer to act as the authorized Trust Company representative for purposes of this Agreement and shall include employees of any private entity performing the obligations of the Comptroller under this Agreement.

**"Board"** shall mean the advisory board provided for in the Investment Act (as defined below).

**"Investment Act"** shall mean the Public Funds Investment Act, TEX. GOV'T CODE ANN. ch. 2256, as amended from time to time.

**"Investment Policy"** shall mean the written TexPool Investment Pools Investment Policies, as amended from time to time, relating to the investment and management of funds in TexPool Investment Pools as established by the Trust Company consistent with the Investment Act.

**"Letter of Instruction"** shall mean a written authorization and direction to the Trust Company signed by an Authorized Representative of the Participant.

## Article I: Definitions (continued)

**"Operating Procedures"** shall mean the written procedures established by the Trust Company describing the management and operation of TexPool Investment Pools, and providing for the establishment of, deposits to and withdrawals from the Accounts, as amended from time to time.

**"Participant"** shall mean any entity authorized by the Acts to participate in a public funds investment pool that has executed this Agreement pursuant to a Resolution.

**"Resolution"** shall mean the resolution adopted by the governing body of a local governmental entity authorizing the entity's participation in TexPool Investment Pools and designating persons to serve as Authorized Representatives of the Participant.

## Article II: General Administration

### Section 2.01. TexPool Investment Pools Defined.

- (a) TexPool Investment Pools are public funds investment pools created pursuant to the Acts.
- (b) Subject to Section 6.10, the Trust Company agrees to manage the Participant's Account(s) in accordance with the Investment Act and the Investment Policy.

### Section 2.02. Board.

- (a) The Board is composed of members appointed pursuant to the requirements of the Investment Act.
- (b) The Board shall advise the Trust Company on the Investment Policy and on various other matters affecting TexPool Investment Pools, and shall approve fee increases.

### Section 2.03. General Administration.

- (a) The Trust Company shall establish and maintain the Investment Policy specifically identifying the Authorized Investments consistent with the Investment Act and the general policy and investment goals for TexPool Investment Pools.
- (b) The Trust Company shall establish and maintain the Operating Procedures, describing the management and operation of TexPool Investment Pools and providing for procedures to be followed for the establishment of, deposits to, and withdrawals from the Accounts and such other matters as are necessary to carry out the intent of this Agreement.
- (c) The Trust Company shall have the power to take any action necessary to carry out the purposes of this Agreement, subject to applicable law and the terms of this Agreement.

**Section 2.04. Ownership Interest.** Each Participant shall own an undivided beneficial interest in the assets of TexPool Investment Pools in an amount proportional to the total amount of such Participant's Accounts relative to the total amount of all Participants' Accounts in TexPool Investment Pools, computed on a daily basis.

**Section 2.05. Independent Audit.** TexPool Investment Pools are subject to annual review by an independent auditor consistent with Ch. 2256, TEX GOV'T CODE ANN. In addition, reviews of TexPool Investment Pools may be conducted by the State Auditor's Office and the Comptroller's office. The Trust Company may obtain such legal, accounting, financial or other professional services as it deems necessary or appropriate to assist TexPool Investment Pools in meeting its goals and objectives.

**Section 2.06. Liability.** Any liability of the Comptroller, the Comptroller's office, the Trust Company, representatives or agents of the Trust Company, any Comptroller employee, Trust Company or any member of the Board for any loss, damage or claim, including losses from investments and transfers, to the Participant shall be limited to the full extent allowed by applicable laws. The Trust Company's responsibilities hereunder are limited to the management and investment of TexPool Investment Pools and the providing of reports and information herein required.

## Article III: Participant Requirement

**Section 3.01. The Participation Agreement.** The Participant must execute this Agreement and provide a Resolution authorizing participation in TexPool Investment Pools and designating persons to serve as Authorized Representatives of the Participant and any other documents as are required under, and substantially in the form prescribed by, the Operating Procedures before depositing any funds into TexPool Investment Pools. The Participant must provide an updated Resolution designating Authorized Representatives within 5 business days of the departure of any Authorized Representative of the Participant.

### Section 3.02. Operating Procedures.

- (a) The Participant acknowledges receipt of a copy of the Operating Procedures. The Operating Procedures describe in detail the procedures required for the establishment of accounts, deposits to and withdrawals from TexPool Investment Pools, and related information.
- (b) The Operating Procedures may be modified by the Trust Company as appropriate to remain consistent with established banking practices and capabilities and when such modification is deemed necessary to improve the operation of TexPool Investment Pools.
- (c) The Participant hereby concurs with and agrees to abide by the Operating Procedures.

**Article IV: Investments**

**Section 4.01. Investments.** All monies held in TexPool Investment Pools shall be invested and reinvested by the Trust Company or Authorized Representatives of the Trust Company only in Authorized Investments in accordance with the Agreement, the Investment Policy and the Investment Act. Participant hereby concurs with any such investment so made by the Trust Company. Available funds of TexPool Investment Pools that are uninvested may be held at the Trust Company's account at the Federal Reserve Bank of Dallas, or any designated custodian account, or with a custodian selected by the Trust Company. All investment assets and collateral will be in the possession of the Trust Company and held in its book-entry safekeeping account at the Federal Reserve Bank, any designated custodian account, or with a custodian selected by the Trust Company.

**Section 4.02. Failed Investment Transaction.** In the extraordinary event that a purchase of securities results in a failed settlement, any resulting uninvested funds shall remain in the Trust Company's Federal Bank of Dallas account, any designated custodian account or with a custodian selected by the Trust Company. If an alternative investment can be secured after the failure of the trade to settle, TexPool Investment Pools will receive all the income earnings, including but not limited to, any compensation from the purchaser failing in the trade and the interest income from the alternative investment.

**Section 4.03. Investment Earnings and Losses Allocation.** All interest earnings in TexPool Investment Pools will be valued daily and credited to the Participant's Accounts monthly, on a pro rata allocation basis. All losses, if any, resulting from the investment of monies in TexPool shall also be allocated on a pro rata allocation basis. All earnings and losses will be allocated to the Participant's Accounts in accordance with generally accepted accounting procedures.

**Section 4.04. Commingling of Accounts.** Participant agrees that monies deposited in TexPool and TexPool Prime, may be commingled with all other monies held in TexPool and TexPool Prime, respectively for purposes of common investment and operational efficiency. However, each Participant will have separate Accounts on the books and records of TexPool Investment Pools, as further provided for in the Operating Procedures.

**Article V: Fees, Expenses and Reports**

**Section 5.01. Fees and Expenses.** The Participant agrees to pay the amount set forth in the fee schedule. Participant agrees that all fees shall be directly and automatically assessed and charged against the Participant's Accounts. The basic service fee shall be calculated as a reduction in the daily income earned, thus only the net income shall be credited to the Participant's Account. Fees for special services shall be charged to each Participant's account as they are incurred or performed. A schedule of fees shall be provided to the Participant annually. Each Participant will be notified thirty (30) days prior to the effective date of any change in the fee schedule.

**Section 5.02. Reports.** A monthly statement will be mailed to the Participant within the first five (5) business days of the succeeding month. The monthly statement shall include a detailed listing of the balance in the Participant's Accounts as of the date of the statement; all account activity, including deposits and withdrawals; the daily and monthly yield information; and any special fees and expenses charged. Additionally, copies of the Participant's reports in physical or computer form will be maintained for a minimum of three prior fiscal years. All records shall be available for inspection at all reasonable hours of the business day and under reasonable conditions.

**Section 5.03. Confidentiality.** The Trust Company and any private entity acting on behalf of the Trust Company for purposes of this Agreement will maintain the confidentiality of the Participant's Accounts, subject to the Public Information Act, TEX GOV'T CODE ANN. ch. 552, as amended.

**Article VI: Miscellaneous**

**Section 6.01. Notices.** Any notices, Letters of Instructions or other information required or permitted to be given hereunder shall be submitted in writing and shall be deemed duly given when deposited in the U.S. mail postage prepaid or successfully transmitted via facsimile addressed to the parties as follows:

To the **Participant**:

Kristi Gilbert

Participant

3201 US Hwy 380, Suite 105

Address

Cross Roads | TX | 76244

City

State

Zip

9403959693 | 4693755905

Telephone

Fax

**Article VI: Miscellaneous (continued)**

To **Trust Company** with respect to contractual matters or disputes under this Agreement:

Texas Treasury Safekeeping Trust Company  
Attn: TexPool Investment Pools  
Rusk State Office Building  
208 East 10th Street  
Austin, TX 78701  
Telephone: (512) 463-4300  
FAX No.: (512) 463-4368

To **TexPool Investment Pools** with respect to operational matters, including enrollment documents; changes to Authorized Representatives; Bank Information Sheets; initiation of deposits or withdrawals of funds; changes to addresses; audit confirmation requests; and account inquiry:

TexPool Participant Services  
1001 Texas Ave., Suite 1150  
Houston, TX 77002  
Telephone: 1-866-839-7665 (1-866-TEX-POOL)  
FAX No.: 1-866-839-3291 (1-866-TEX-FAX1)

The Participant and the Trust Company agree to notify the other of any change affecting this information and agree that unless and until so notified, the other party shall be entitled to rely on the last information provided.

**Section 6.02. Taxpayer Identification Number.** The Participant's taxpayer identification number assigned by the Internal Revenue Service is: . The Participant hereby agrees to notify the Trust Company of any change affecting this Taxpayer Identification number and agrees that unless and until so notified, the Trust Company shall be entitled to rely on same in providing any and all reports or other information necessary or required by the Federal tax laws as amended from time to time.

**Section 6.03. Severability.** If any provision of this Agreement shall be held or deemed to be in fact illegal, inoperative or unenforceable, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatsoever.

**Section 6.04. Execution of Counterparts.** This Agreement may be simultaneously executed in several separate counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

**Section 6.05. Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any dispute under this Agreement shall be in Travis County, Texas.

**Section 6.06. Captions.** The captions or headings in this Agreement are for convenience only and in no way defined, limit or describe the scope or intent of any provisions, articles or sections of this Agreement.

**Section 6.07. Amendments.**

- (a) The Trust Company shall advise the Participant in writing of any amendments to this Agreement no less than 45 days prior to the effective date of such amendment. The Participant may ratify the proposed amendment of this Agreement by letter to the Trust Company. If the Participant elects not to ratify the amendment, the Participant may terminate this Agreement in accordance with Section 6.08. In the event the Participant fails to respond in writing to a notice of amendment prior to the effective date of such amendment, this Agreement shall be deemed amended.
- (b) The Trust Company may periodically revise the Operating Procedures from time to time as it deems necessary for the efficient operation of TexPool Investment Pools. The Participant will be bound by any amendment to the Operating Procedures with respect to any transaction occurring subsequent to the time such amendment takes effect, provided, however, that no such amendment shall affect the Participant's right to cease to be a Participant.

**Section 6.08. Termination.** This Agreement may be terminated by either party hereto, with or without cause, by tendering 30 days prior written notice in the manner set forth in Section 6.01 hereof.

**Section 6.09. Term.** Unless terminated in accordance with Section 6.08, this Agreement shall be automatically renewed on each anniversary date hereof.

**Section 6.10. Assignment.** The Trust Company may enter into an agreement with a third party investment manager to perform its obligations and service under this Agreement, provided that such third party investment manager shall manage TexPool Investment Pools according to the Investment Act, Investment Policy and in a manner consistent with that directed by the Trust Company. The Trust Company also shall have the right to assign its rights and obligations under the Agreement to a third party investment manager if the Trust Company determines that such assignment is in the best interest of the State and Participants. In the event a successor pool to TexPool or TexPool Prime is deemed by the Trust Company to be in the best interest of the State and the Participant, the Trust Company may take any action it deems necessary to assign its rights and benefits under any third party agreements and transfer the assets from TexPool Investment Pools to any successor pool.

**Article VI: Miscellaneous (continued)**

In **Witness Whereof**, the parties hereto have caused this Agreement to be executed as of the dates set forth below, and the Agreement shall be effective as of the latest such date.

**Document is to be signed by a Board Officer, Mayor or County Judge, Certificate of Incumbency is to be signed by a Board Officer, City Secretary or County Clerk.**

Town of Cross Roads

Name of Participant

**SIGNED:**

Signature

Signature

T. Lynn Tompkins, Jr.

Printed Name

Mayor

Title

Date

Date

**TEXAS TREASURY SAFEKEEPING TRUST COMPANY  
COMPTROLLER OF PUBLIC ACCOUNTS:**

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

**CERTIFICATE OF INCUMBENCY:**

The preceding signatory is a duly appointed, acting, and qualified officer of the Participant, who, in the capacity set forth above is authorized to execute this Agreement.

**IN WITNESS WHEREOF**, I have duly executed this certificate as of the [ ] day of [ ], 20 [ ] [ ] [ ] [ ].

Signature

Signature

Printed Name

Printed Name

Title

Title

**Delivery Instructions**

Please return this document to **TexPool Participant Services:**

**Email:** texpool@dstsystems.com

**Fax:** 866-839-3291





# HISTORICAL MONTHLY AVERAGE PERFORMANCE

## TexPool

FROM

06-2021



TO

05-2022



APPLY FILTERS

AS OF	AVERAGE DAILY NET YIELD	AVERAGE DIVIDEND FACTOR	AVERAGE 7 DAY NET YIELD	AVERAGE DAILY ASSETS	AVERAGE WAM .....	AVERAGE WAL .....	PARTICIPANTS
05-31-2022	0.6228%	0.000017063	0.58%	\$26,221,171,318.33	23 Days	94 Days	2,709
04-30-2022	0.3042%	0.000008336	0.30%	\$27,188,952,643.08	26 Days	99 Days	2,706
03-31-2022	0.1536%	0.000004209	0.14%	\$28,304,735,436.10	29 Days	87 Days	2,698
02-28-2022	0.0632%	0.000001731	0.06%	\$29,982,476,590.03	34 Days	85 Days	2,685
01-31-2022	0.0376%	0.000001029	0.04%	\$27,070,872,625.45	37 Days	88 Days	2,680
12-31-2021	0.0376%	0.000001029	0.04%	\$22,916,900,653.34	39 Days	98 Days	2,676
11-30-2021	0.0381%	0.000001041	0.04%	\$22,051,609,843.56	44 Days	104 Days	2,675
10-31-2021	0.0354%	0.000000969	0.04%	\$22,083,960,100.11	40 Days	101 Days	2,670
09-30-2021	0.0279%	0.000000764	0.02%	\$22,133,622,861.90	34 Days	96 Days	2,665
08-31-2021	0.0222%	0.000000608	0.02%	\$22,655,540,722.44	30 Days	94 Days	2,662
07-31-2021	0.0189%	0.000000517	0.02%	\$23,619,562,762.87	32 Days	95 Days	2,659
06-30-2021	0.0131%	0.000000358	0.01%	\$24,392,540,901.06	29 Days	91 Days	2,658

**DISCLOSURES**

Performance quoted represents past performance which is no guarantee of future results. Investment return will vary. The value of an investment, when redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than what is stated.

**An investment in the Pool is not insured or guaranteed by any government or government agency. Although the manager of the Pool seeks to preserve principal, it is possible to lose money by depositing money in the Pool.**

**For more complete information, see the investment policy and information statement available on this website. You should consider the investment's objectives, risks, charges, and expenses carefully before investing. Information about these and other important subjects is in the investment policy and information statement which you should read carefully before investing.**

Current and future portfolio holdings are subject to risk.

An AAAM rating by Standard & Poor's is obtained after Standard & Poor's evaluates a number of factors, including credit quality, market price exposure and management. Ratings are subject to change, and do not remove market risk. For more information on credit ratings, visit [standardandpoors.com](http://standardandpoors.com).

Federated Investment Counseling

Not FDIC Insured  
May Lose Value  
No Bank Guarantee

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# Quarterly Update

## TexPool and TexPool Prime



### Investor Goal

The investor goal for both TexPool and TexPool Prime is preservation and safety of principal, liquidity and yield.

### Pool Features

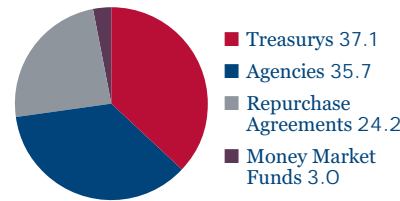
- Administered by the Texas Comptroller of Public Accounts.
- Managed and serviced by Federated Hermes.
- Highest possible ratings from Standard & Poor's underscores the portfolios' high credit quality, daily liquidity and relative safety.
- High asset levels give the benefit of economies of scale.

### Portfolio Overviews as of 3/31/22

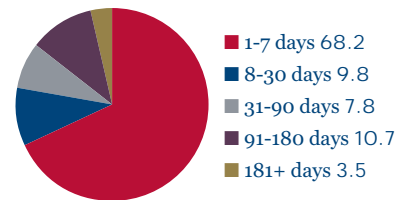
#### TexPool

**Pool Assets** \$27.4 billion

Portfolio Composition (%)



Effective Maturity Schedule (%)



#### Weighted Average Maturity

29 Days

#### Credit Rating

AAAm Standard & Poor's

#### Portfolio Managers

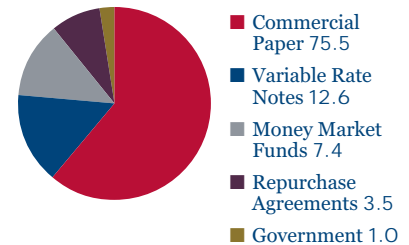
Susan Hill

Deborah Cunningham

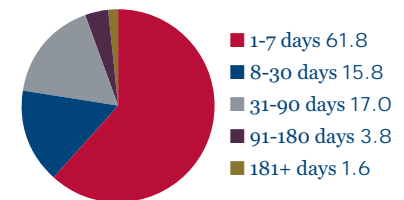
#### TexPool Prime

**Pool Assets** \$11.2 billion

Portfolio Composition (%)



Effective Maturity Schedule (%)



#### Weighted Average Maturity

22 Days

#### Credit Rating

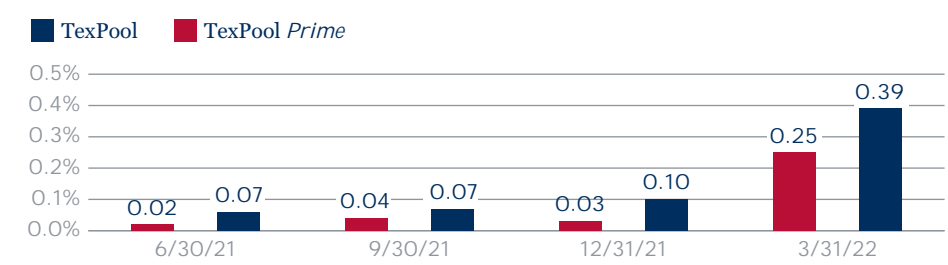
AAAm Standard & Poor's

#### Portfolio Managers

Paige Wilhelm

Deborah Cunningham

### Pool Performance: 7-Day Net Yields (%)



Performance data quoted represents past performance which is no guarantee of future results. Investment return will vary. The value of an investment, when redeemed, may be worth more or less than the original cost. Current performance may be lower or higher than what is stated.

## Portfolio Manager Commentary

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The U.S. Federal Reserve signaled a future path of more aggressive policy to rein in inflation in a quarter marked by resurgent Covid-19 cases and marred by Russia's destructive invasion of Ukraine.

The highly contagious omicron variant of Covid-19 swept across the U.S. in January and February before receding in March. The wave weighed on already stressed supply chains, driving annualized inflation to multi-decade highs. The Consumer Price Index reached 7.5% in January and 7.9% in February, and the Personal Consumption Expenditures Index rose 6% in January and 6.4% in Feb. Stoked by a hot labor market, rising wages also contributed to the inflationary environment. The Russian invasion exacerbated the situation, as the price of crude oil and other commodities surged. Retail sales were robust in January, but consumer activity in general slowed as inflation grew.

After initially targeting inflation by ending its asset purchase program, the Fed began to normalize rates. In the March Federal Open Market Committee meeting, policymakers announced a 25 basis-point hike of the fed funds target range, shifting it from 0.0-0.25% to 0.25-0.50%, with a concomitant lifting of the Reverse Repo (RRP) level to 0.30%. Their projections for the path of rate action jumped from earlier predictions to indicate that 2022 might see as many as six more quarter-percentage-point hikes, though the futures market anticipated larger increases. This combination and a flight-to-quality due to the Ukrainian war caused the front end of the U.S. Treasury yield curve to sharply steepen. Fed Chair Jerome Powell expressed confidence that labor market conditions could withstand the reduction in policy accommodation and that progress had been made on the discussion of reducing the balance sheet.

At the end of the quarter, yields on 1-, 3-, 6- and 12-month U.S. Treasuries were 0.12%, 0.51%, 1% and 1.57%, respectively; the 1-, 3-, 6- and 12-month Bloomberg Short-Term Bank Yield Index rates (BSBY) were 0.39%, 0.89%, 1.37% and 1.97%, respectively; and the 1-, 3-, 6- and 12-month London interbank offered rates were 0.44%, 0.96%, 1.49% and 2.17%, respectively.

*Portfolio composition is subject to change.*

*An investment in the Pool is not insured or guaranteed by any government or government agency. Although the manager of the Pool seeks to preserve principal, it is possible to lose money by depositing money in the Pool.*

*An AAAm rating by Standard & Poor's is obtained after Standard & Poor's evaluates a number of factors, including credit quality, market price exposure and management. Ratings are subject to change, and do not remove market risk. For more information on credit ratings, visit [standardandpoors.com](http://standardandpoors.com).*

***For more complete information, see the investment policy and information statement available at [www.texpool.com](http://www.texpool.com). You should consider the investment's objectives, risks, charges, and expenses carefully before you invest. Information about these and other important subjects is in the investment policy and information statement, which you should read carefully before investing.***



## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

CONDUCT A PUBLIC HEARING, discuss and consider a request by applicant Wylie Dailey on behalf of SitePro Equipment for an amendment to Exhibit B on a Special Use Permit (Ordinance 2021-0719-02) to allow for the removal of the new building and relocation of the fence for Tract 84 and 84B, of the H. White Abstract A1332A, generally located at 7557 US 377, Cross Roads, Denton County, Texas. (2022-0404-05SUP)

Prepared by:

Kristi Gilbert, Town Administrator

Description:

On April 4, 2022, applicant Wylie Dailey applied for an amendment to Exhibit B on an existing Special Use Permit (SUP) to indicate the use of the existing building, replacing the proposed new building and relocation of the proposed screening fence, in conjunction with the final plat of property located at 7557 US 377. The Planning and Zoning Commission previously recommended approval of an SUP for the property and the Town Council approved the SUP on July 19, 2021. The applicant applied for a preliminary plat on September 7, 2021, which was approved on September 20, 2021. As a result of drainage requirements, the applicant had to provide more detention area than was originally anticipated. This resulted in a significant portion of the northeast corner of the property being used for drainage and did not leave sufficient room for the proposed new structure. As an alternative, the applicant has proposed to use the existing structure and reface it. This action requires an amendment to the SUP. A notice of public hearing was published in the newspaper on Sunday, May 22, 2022. Notice was also mailed to property owners within 200 feet of the subject property. As of the date the packet was published, no comments have been received.

Recommended Action:

Staff recommends approval of the amended SUP Exhibit B Concept Plan.

Planning and Zoning Recommendation

The Planning and Zoning Commission considered the application at their June 7, 2022, meeting and recommended approval of the amended SUP.

Attachments:

Staff Review – 4/18/22

Application – 4/4/22

Original SUP Ordinance 2021-0719-02

Proposed Amending Ordinance



**Town of Cross Roads**  
3201 US Hwy 380, Suite 105  
Cross Roads, Texas 76227  
940-365-9693 office | 469-375-5905 fax

## Staff Review Comments

**Project:** Sitepro Equipment – Request for SUP  
**Location:** 7557 S US 377 (Parcel ID 52602)  
**Date of Review:** April 18, 2022  
**Reviewer:** Kristi Gilbert, Town Administrator  
**Recommendation:** Staff recommends approval.

**Deadline to Submit Revisions or comments:** April 22, 2022 by 2:00 p.m.

### Comments:

The Town is in receipt of an application assigned Permit No 2022-0404-05SUP by applicant Wylie Dailey on behalf of SitePro Equipment to request to amend the Specific Use Permit (SUP) 2021-0607-10SUP approved on July 19, 2021, allowing for outdoor retail sales and storage by amending the exhibit to remove the new building. The initial application for the SUP was submitted on June 7, 2021 that included a new structure in front of the existing metal building. The application now proposes using the existing metal building and refacing the south and east sides of the existing structure.

The property is surrounded by the following current zoning designations:

North:	C2 Commercial – Bartel Trucking
East:	US 377, C2 Commercial, Fuel Station and A – Agricultural
South:	C2 – Commercial, Tractor Supply
West:	A-Agricultural – vacant land

Section 14.03.116 of the Town’s Comprehensive Zoning Regulations provides that the Town Council, after recommendation by the Planning and Zoning Commission can consider conditions related to the operations, site development, parking, signage, and time limits as may be deemed necessary in order that such use will not seriously injure the appropriate use of neighboring property and will generally conform to the intent and purpose of the ordinance. This action is discretionary in nature.

Staff recommends approval of the amended SUP application.

TOWN OF CROSS ROADS  
DEVELOPMENT APPLICATION



DATE: 4/4/22

APPLICATION # \_\_\_\_\_

PROJECT: TXA220011.00

Completed applications will be considered received on the due date specified on the yearly Submission Schedule.  
**PLEASE VERIFY MEETING DATES.**

**DEVELOPMENT APPLICATION**

ZONE CHANGE \_\_\_\_\_ TECHNICAL SITE PLAN \_\_\_\_\_  
GRADING \_\_\_\_\_ MISCELLANEOUS SUP Amendment Submittal

**PLEASE SPECIFY THE PRIMARY CONTACT**

Land Owner Name WYLIE DAILEY Signature Wylie Dailey Digitally signed by Wylie Dailey  
Date: 2022.03.25 08:19:42 -05'00'

Applicant Name WYLIE DAILEY Signature Wylie Dailey Digitally signed by Wylie Dailey  
Date: 2022.03.25 08:19:54 -05'00'

Project Contact Mailing Address 2025 W BELT LINE RD STE 130, CARROLLTON, TX, 75006-6452

Project Contact Phone (469) 594-8764 Email WYLIE.DAILEY@SITEPRORENTALS.COM

Proposed Project Name SITEPRO EQUIPMENT Location 7557 S HIGHWAY 377 CROSSROADS, TX 76227

Lot/Block A1332A H. WHITE, TR 84,84B Abstract 1332

DCAD ID 52602

Current Zoning Residential Requested Zoning Residential

**SUBMISSION DOCUMENTS**

Fee \$1,000 deposit, plus \$750 fee Legal Description

Map  List of Neighbors

Site Plan (Commercial)  Stamped/Addressed Envelopes

Drawings (4 full, 6 half, CD)

OTHER (Specify)

1) Legal Description and plat of the subject site typed and attached separately or the subdivision name with lot and block number.

2) Map A location map clearly showing the site in relation to adjacent streets and distance to nearest thoroughfare.

3) Filing Fee – Application Fee – Review Fee

**ZONE CHANGE AND RESIDENTIAL REPLAT ONLY:**

4) Names and Addresses of legal property owners within 200 feet of property and the property ID number.

5) Stamped addressed envelopes of the property owners within 200 feet.

**ADDITIONAL INFORMATION**

SUP Amendment Application with Amended Site Plan Submittal.

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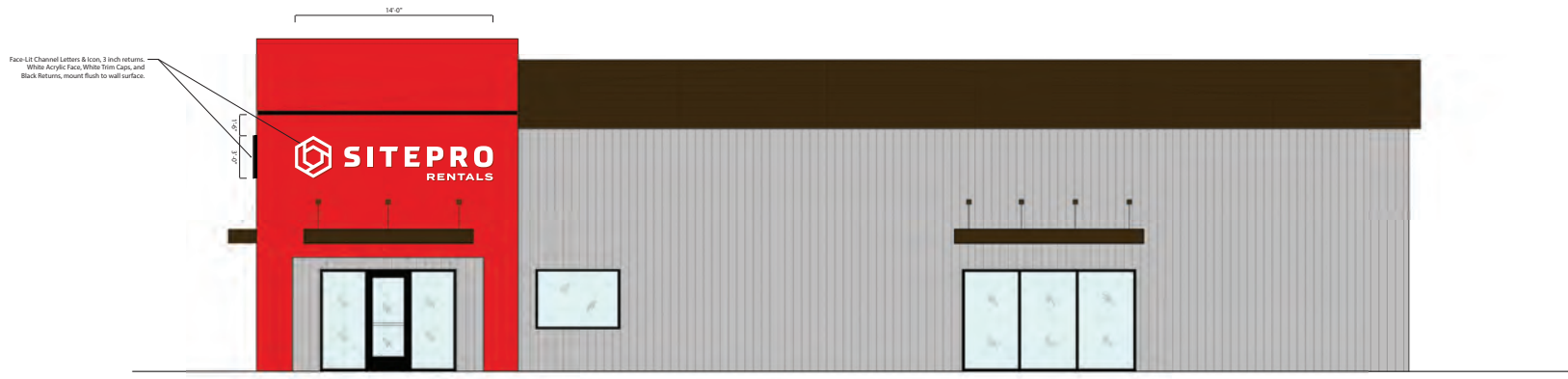
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Before submitting an application, the applicant should consult with the Town Administrator to discuss the feasibility of the request and any additional requirements.







02 East Elevation  
Scale: 1/4" = 1'-0"



01 South Elevation  
Scale: 1/4" = 1'-0"

PREPARED BY: RAJ CHECKED BY: HR

No.	Issued	Date
For Review		09/15/2021

**SitePro Rentals**  
7557 US-377  
Aubrey, Texas 76227

**Preliminary Elevations**  
Sheet Title  
**1.1**  
Sheet Number

These drawings are assumed to be complete and final, issued by the architect's responsibility to review and using an existing set of drawings. Any design changes will be at the client's expense. The client shall hold the architect responsible for any errors and omissions, and the architect's interpretation.

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

**ISSUED FOR PRELIMINARY PURPOSES ONLY.**

THESE DOCUMENTS MAY NOT BE USED FOR REGULATORY APPROVAL, PERMITTING OR CONSTRUCTION.

**entos design**  
4800 (L) Highway, Suite 125 Dallas, Texas 75246  
P: 972.779.2022 | www.entosdesign.com

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PREPARED BY: RAT  
CHECKED BY: HR



02 West Elevation  
Scale: 1/4" = 1'-0"



01 North Elevation  
Scale: 1/4" = 1'-0"

No.	Issued	Date
1	For Review	03/10/2021
2	For Review	03/24/2021

**SitePro Rentals**  
7557 US-377  
Aubrey, Texas 76227

**Preliminary Elevations**

Sheet Title

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Approved: \_\_\_\_\_ Date: \_\_\_\_\_

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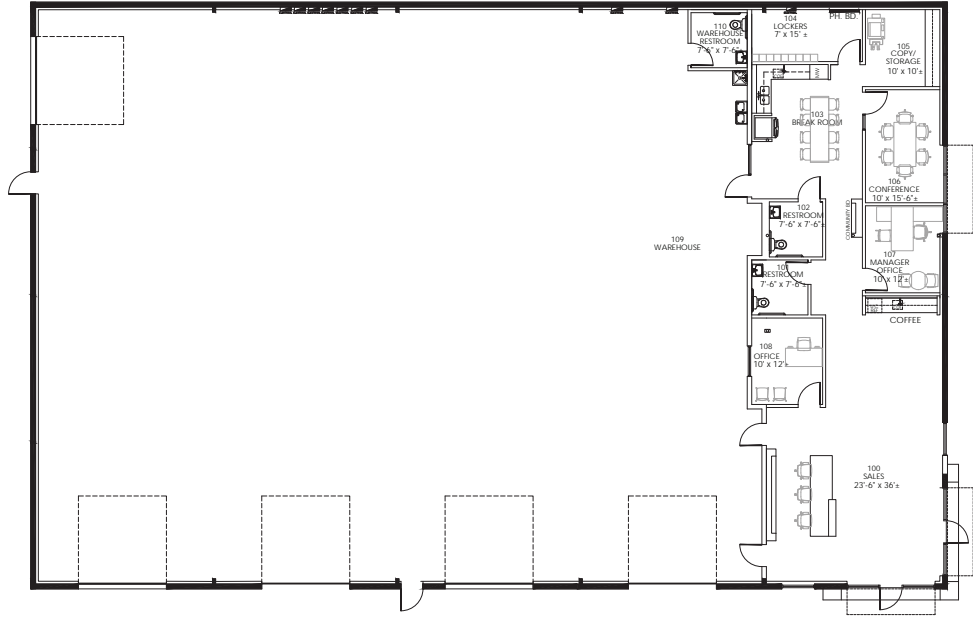
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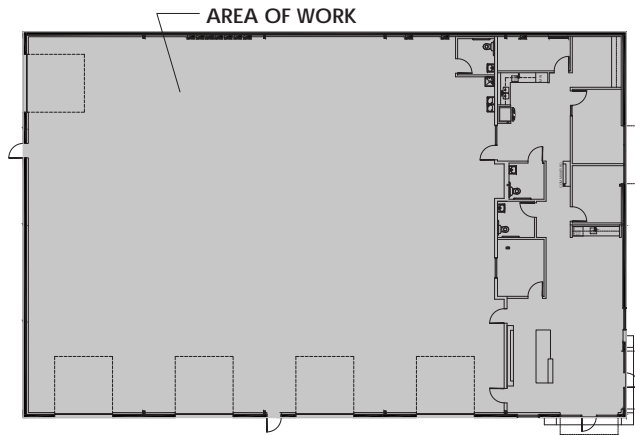
Approved: \_\_\_\_\_ Date: \_\_\_\_\_



**01 Preliminary Plan**  
Scale: 1/8" = 1'-0"



PREPARED BY: HR CHECKED BY: HR



**Key Plan**  
Not to Scale

**CODE INFORMATION**

**CODE COMPLIANCE**

- BUILDING - 20XX IBC
- FIRE SAFETY - 20XX IFC
- MECHANICAL - 20XX IMC
- PLUMBING - 20XX IPC
- ELECTRICAL - 2017 NEC
- ENERGY - 2015 IECC
- ACCESSIBILITY - 2012 IAS

- OTHER**
- FULLY FIRE SPRINKLERED - YES/NO
  - BUILDING CONSTRUCTION TYPE - TYPE XX
  - OCCUPANCY GROUP - BUSINESS

**OCCUPANCY LOAD SUMMARY - SCOPE OF WORK**

FUNCTION OF SPACE	LOAD FACTOR	AREA (S.F.)	# OF OCCUPANTS
BUSINESS AREAS	100 GROSS	1984	20
MERCHANTILE	60 GROSS	849	15
WAREHOUSE AREAS	500 GROSS	7167	15
<b>TOTAL</b>		10000	50

- EGRESS**
- 75' COMMON PATH OF EGRESS (MAX. ALLOWED)
  - 11' COMMON PATH OF EGRESS (ACTUAL)
  - 3 EXITS (MIN. REQUIRED)
  - 4 EXITS (ACTUAL)
  - 145' LONGEST DIAGONAL
  - 49' EXIT SEPARATION (MIN. REQUIRED)
  - 65' EXIT SEPARATION (ACTUAL)
  - 20' DEAD END (MAX. ALLOWED)
  - N/A DEAD END (ACTUAL)

**LEGEND**

(ALL SYMBOLS MAY NOT APPLY)

**GENERAL**

- 0000 ROOM NUMBER
- OFFICE ROOM NAME
- PHONE BOARD
- WATER LINE WITH SHUT-OFF VALVE
- FIRE EXTINGUISHER W/ CABINET
- FIRE EXTINGUISHER ON HOOK
- EXISTING PARTITION
- NEW PARTITION
- DEMISING PARTITION W/ SOUND INSULATION
- PARTITION WITH SOUND INSULATION
- HALF HEIGHT WALL
- ONE HOUR PARTITION W/ SOUND INSULATION
- TWO HOUR PARTITION W/ SOUND INSULATION
- SIDELIGHT/WINDOW

**SitePro Rentals**

7557 US 377  
AUBREY, TEXAS

10,000 USF  
Project ID: 22-1021-L002

**Preliminary Plan**

Sheet Number © 2021

**1.1**

**TOWN OF CROSS ROADS**

**ORDINANCE NO. 2021-0719-02**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, GRANTING A SPECIAL USE PERMIT FOR OUTDOOR RETAIL SALES WITH CONDITIONS, FOR PROPERTY LOCATED AT 7557 US 377; PROVIDING FOR A REPEALER; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 211 of the Texas Local Government Code empowers municipalities to enact zoning regulations and provide for their administration, enforcement and amendment; and

**WHEREAS**, the Town has previously deemed it necessary and desirable to adopt zoning regulations to providing for the orderly development of property within the Town, in order to promote the health, safety and welfare of the residents of the Town; and,

**WHEREAS**, the Cross Roads Code of Ordinances Chapter 14 Zoning constitutes the Town's Zoning regulations and requires property to be zoned in accordance with proper designations as defined by the Town; and,

**WHEREAS**, the Planning and Zoning Commission of the Town of Cross Roads provided adequate notice and held a public hearing in accordance with Chapter 14 of the Cross Roads Code of Ordinances; and,

**WHEREAS**, the Planning and Zoning Commission of the Town of Cross Roads has recommended approval of the Special Use Permit 2021-0607-10SUP, to allow for outdoor retail sales with conditions, at the subject location with conditions; and,

**WHEREAS**, the Town Council of the Town of Cross Roads now desires to grant a Special Use Permit, as requested by applicant Kelvin Gomez for outdoor retail sales at 7557 US 377 as described in Exhibit A and depicted in Exhibit B attached to this Ordinance.

**WHEREAS**, the Town Council finds that the passage of this Ordinance is in the best interest of the citizens of Cross Roads.

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

**SECTION 1:** That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety

**SECTION 2:** That the subject location, being the located at 7557 US 377; more specifically described in Exhibit A is hereby granted a Special Use Permit for Outdoor Retail Sales, subject to the following conditions:

1. The special use permit is permitted for Briggs Equipment, Inc. and its subsidiary Site Pro Rentals only, as depicted in Exhibit B. If the property is sold or transferred, this permit is no longer valid;
2. All items stored and advertised for sale or rental must be on an improved surface such as asphalt or concrete; and,
3. All items for sale, rental and display between the wrought iron fence and US 377 at the front of the property must be in new or like new condition.

**SECTION 3:** That this ordinance shall be cumulative of all provisions of the Town of Cross Roads, Texas, except where provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event, conflicted provisions of such Ordinance are hereby repealed.

**SECTION 4:** That it is hereby declared to be the intention of the Town Council of the Town of Cross Roads that phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and section of the Ordinance, since the same would have been enacted by the Town Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, and section.

**SECTION 5:** That this Ordinance shall become effective from and after its date of passage.

**PASSED AND APPROVED ON THIS 19<sup>TH</sup> DAY OF JULY 2021.**

ATTEST:



Mayor



Town Secretary

APPROVED AS TO FORM:



Town Attorney

**EXHIBIT A  
LEGAL DESCRIPTION**

All that certain tract of land situated in the Henry White Survey, Abstract No. 1332, being a part of an aggregate of a called 28.093 acre tract of land described in Exhibit "A" to a Deed from Griffin Properties, Inc., Profit Sharing Plan, to Buster Chandler and Pete Hollar recorded in [Volume 1603 Page 180] of the Real Property Records, Denton County Texas, as recognized and occupied on the ground the subject tract being more particularly described as follows:

BEGINNING at a wooden right-of-way monument found for the Southeast corner of said 28.093 acre tract in the West right-of-way line of U.S. Highway No. 377;

THENCE North 89 Degrees 45 minutes 43 Seconds West with the South line of said 28.093 acre tract a distance of 618.11 feet to a 1/2" iron pipe found for the corner a East line of a called 14.938 acre tract described in the Deed to Bartel Family Partners, Ltd. Recorded in clerks File No. 95-ROOJ0954 of the Real Property Records of Denton County, Texas;

THENCE North 01 Degrees 21 Minutes 59 Seconds West with the East line of said 14.938 acre tract a distance of 298.88 feet to a 1/2" iron rod found for corner at the Southwest corner of a called 4.00 acre tract described in the Deed to Frank Bartel et ux recorded in Clerks File No. 93-R0040727 of the Real Property Records of Denton County, Texas;

THENCE South 89 Degrees 57 Minutes 28 Seconds East with the South line of said 4.00 acre tract a distance of 779.16 feet a 1/2" iron rod found for corner in the East line of said 28.093 acre tract and in the West right-of-way line of said Highway;

THENCE Southwesterly with the West right-of-way line of said Highway and the East line of said 28.093 acre tract along a curve to the right having a radius of 3759.83 an arc length of 338.00 feet and a chord bearing and distance of South 27 degrees 00 minutes 02 seconds West 337.89 feet to the POINT OF BEGINNING.

Original SUP

**EXHIBIT B  
CONCEPT PLAN**

Original SUP





**TOWN OF CROSS ROADS**

**ORDINANCE NO. 2022-\_\_\_\_\_**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING A SPECIAL USE PERMIT FOR OUTDOOR RETAIL SALES WITH CONDITIONS, FOR PROPERTY LOCATED AT 7557 US 377 ADOPTED BY ORDINANCE 2021-0719-01 BY AMENDING EXHIBIT “B” CONCEPT PLAN; PROVIDING FOR A REPEALER; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR A SAVINGS CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 211 of the Texas Local Government Code empowers municipalities to enact zoning regulations and provide for their administration, enforcement and amendment; and

**WHEREAS**, the Town has previously deemed it necessary and desirable to adopt zoning regulations to providing for the orderly development of property within the Town, in order to promote the health, safety and welfare of the residents of the Town; and,

**WHEREAS**, the Cross Roads Code of Ordinances Chapter 14 Zoning constitutes the Town’s Zoning regulations and requires property to be zoned in accordance with proper designations as defined by the Town; and,

**WHEREAS**, the Planning and Zoning Commission of the Town of Cross Roads provided adequate notice and held a public hearing in accordance with Chapter 14 of the Cross Roads Code of Ordinances; and,

**WHEREAS**, the Planning and Zoning Commission of the Town of Cross Roads has previously recommended approval of the Special Use Permit 2021-0607-10SUP, to allow for outdoor retail sales with conditions, at the subject location with conditions; and,

**WHEREAS**, the Town Council of the Town of Cross Roads granted a Special Use Permit, as requested by applicant Kelvin Gomez for outdoor retail sales at 7557 US 377 as described in Exhibit A and depicted in Exhibit B of Ordinance 2021-0719-01; and,

**WHEREAS**, the Planning and Zoning Commission conducted a public hearing on June 7, 2022 at the request of property owner SitePro Equipment to amend Exhibit “B” of Ordinance 2021-0719-01 and recommended the approval of the amendment to the Town Council; and,

**WHEREAS**, the Town Council of the Town of Cross Roads conducted a public hearing on June 20, 2022 and granted the amendment to the concept plan as indicated in the attached Exhibit “A” a Special Use Permit, as requested by owner SitePro Equipment; and,

**WHEREAS**, the Town Council finds that the passage of this Ordinance is in the best interest of the citizens of Cross Roads.

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

**SECTION 1:** That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety

**SECTION 2:** That the subject location, being the located at 7557 US 377; more specifically described in Exhibit A is hereby granted an amendment to the Special Use Permit for Outdoor Retail Sales, subject to the following conditions:

1. The special use permit is permitted for Briggs Equipment, Inc. and it’s subsidiary Site Pro Rentals only, as depicted in Exhibit B. If the property is sold or transferred, this permit is no longer valid;
2. All items stored and advertised for sale or rental must be on an improved surface such as asphalt or concrete; and,
3. All items for sale, rental and display between the wrought iron fence and US 377 at the front of the property must be in new or like new condition.

**SECTION 3:** That this ordinance shall be cumulative of all provisions of the Town of Cross Roads, Texas, except where provisions of this Ordinance are in direct conflict with the provisions of such Ordinance, in which event, conflicted provisions of such Ordinance are hereby repealed.

**SECTION 4:** That it is hereby declared to be the intention of the Town Council of the Town of Cross Roads that phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and section of the Ordinance, since the same would have been enacted by the Town Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, and section.

**SECTION 5:** That this Ordinance shall become effective from and after its date of passage.

**PASSED AND APPROVED ON THIS 20<sup>TH</sup> DAY OF JUNE 2022.**

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney

**EXHIBIT A  
LEGAL DESCRIPTION**

All that certain tract of land situated in the Henry White Survey, Abstract No. 1332, being a part of an aggregate of a called 28.093 acre tract of land described in Exhibit "A" to a Deed from Griffin Properties, Inc., Profit Sharing Plan, to Buster Chandler and Pete Hoilar recorded in [Volume 1603 Page 180] of the Real Property Records, Denton County Texas, as recognized and occupied on the ground the subject tract being more particularly described as follows:

BEGINNING at a wooden right-of-way monument found for the Southeast corner of said 28.093 acre tract in the West right-of-way line of U.S. Highway No. 377;

THENCE North 89 Degrees 45 minutes 43 Seconds West with the South line of said 28.093 acre tract a distance of 618.11 feet to a 1/2" iron pipe found for the corner a East line of a called 14.938 acre tract described in the Deed to Bartel Family Partners, Ltd. Recorded in clerks File No. 95-ROOJ0954 of the Real Property Records of Denton County, Texas;

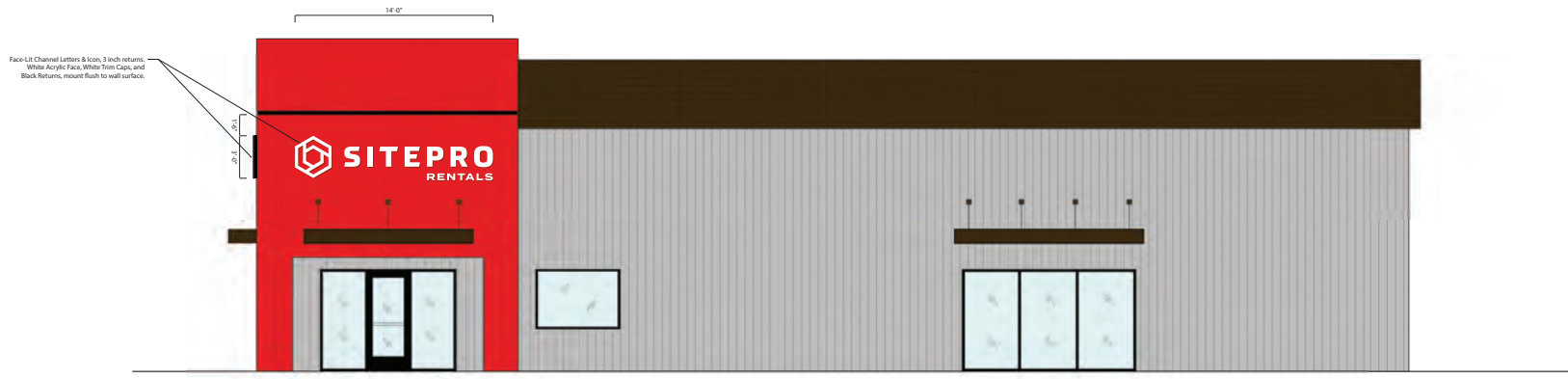
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THENCE Southwesterly with the West right-of-way line of said Highway and the East line of said 28.093 acre tract along a curve to the right having a radius of 3759.83 an arc length of 338.00 feet and a chord bearing and distance of South 27 degrees 00 minutes 02 seconds West 337.89 feet to the POINT OF BEGINNING.

**EXHIBIT B  
CONCEPT PLAN**





02 East Elevation  
Scale: 1/4" = 1'-0"



01 South Elevation  
Scale: 1/4" = 1'-0"

PREPARED BY: RAJ    CHECKED BY: HR

No.	Issued	Date
For Review		09/15/2021

**SitePro Rentals**  
7557 US-377  
Aubrey, Texas 76227

**Preliminary Elevations**  
Sheet Title  
**1.1**  
Sheet Number

These drawings are assumed to be complete and shall be used by the contractor's responsibility to review and verify all existing conditions and dimensions in the field prior to construction. Any design changes will be at the contractor's expense. The contractor shall hold the contractor responsible for city, state and federal code requirements and any other interpretations.

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

**ISSUED FOR PRELIMINARY PURPOSES ONLY.**

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P: 972.779.2022 | www.entosdesign.com

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PREPARED BY: RAT  
CHECKED BY: HR



02 West Elevation  
Scale: 1/4" = 1'-0"



01 North Elevation  
Scale: 1/4" = 1'-0"

No.	Issued	Date
1	For Review	03/10/2021
2	For Review	03/24/2021

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Aubrey, Texas 76227

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Sheet Title  
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APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

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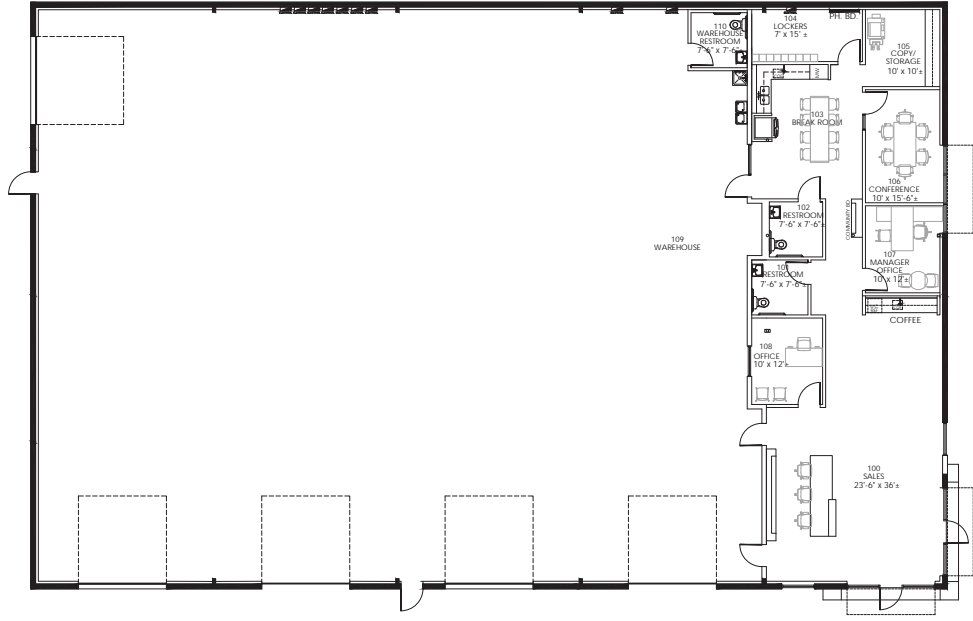
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**ISSUED FOR PRELIMINARY PURPOSES ONLY.**

THESE DOCUMENTS MAY NOT BE USED FOR REGULATORY APPROVAL, PERMITTING OR CONSTRUCTION.

These drawings are assumed to be complete and final. It shall be the tenant/client's responsibility to review and bring in writing any design discrepancies to the designers' attention. Any design changes will be at additional expense. The designer shall not be held responsible for city, state and federal code/regulation authority's interpretations.

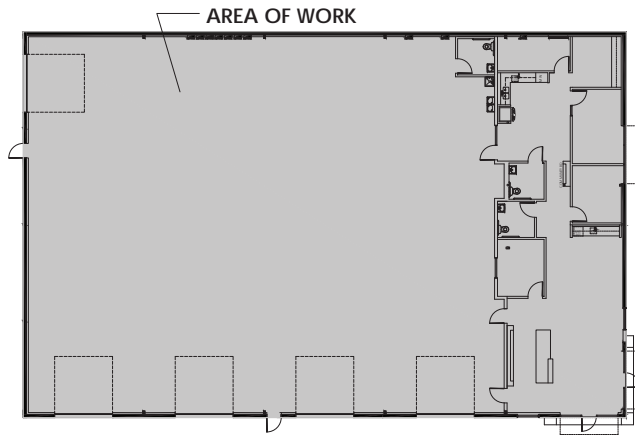
Approved: \_\_\_\_\_ Date: \_\_\_\_\_



**01 Preliminary Plan**  
Scale: 1/8" = 1'-0"



PREPARED BY: HR CHECKED BY: HR



**Key Plan**  
Not to Scale

**CODE INFORMATION**

**CODE COMPLIANCE**  
 BUILDING - 20XX IBC  
 FIRE SAFETY - 20XX IFC  
 MECHANICAL - 20XX IMC  
 PLUMBING - 20XX IPC  
 ELECTRICAL - 2017 NEC  
 ENERGY - 2015 IECC  
 ACCESSIBILITY - 2012 IAS

**OTHER**  
 FULLY FIRE SPRINKLERED - YES/NO  
 BUILDING CONSTRUCTION TYPE - TYPE XX  
 OCCUPANCY GROUP - BUSINESS

**OCCUPANCY LOAD SUMMARY - SCOPE OF WORK**

FUNCTION OF SPACE	LOAD FACTOR	AREA (S.F.)	# OF OCCUPANTS
BUSINESS AREAS	100 GROSS	1984	20
MERCHANTILE	60 GROSS	849	15
WAREHOUSE AREAS	500 GROSS	7167	15
<b>TOTAL</b>		<b>10000</b>	<b>50</b>

**EGRESS**  
 75' COMMON PATH OF EGRESS (MAX. ALLOWED)  
 11' COMMON PATH OF EGRESS (ACTUAL)  
 3 EXITS (MIN. REQUIRED)  
 4 EXITS (ACTUAL)  
 145' LONGEST DIAGONAL  
 49' EXIT SEPARATION (MIN. REQUIRED)  
 65' EXIT SEPARATION (ACTUAL)  
 20' DEAD END (MAX. ALLOWED)  
 N/A DEAD END (ACTUAL)

**LEGEND**  
(ALL SYMBOLS MAY NOT APPLY)

- GENERAL**
- 0000 ROOM NUMBER
  - OFFICE ROOM NAME
  - PHONE BOARD
  - WATER LINE WITH SHUT-OFF VALVE
  - IEC FIRE EXTINGUISHER W/ CABINET
  - FE FIRE EXTINGUISHER ON HOOK
  - EXISTING PARTITION
  - NEW PARTITION
  - DEMISING PARTITION W/ SOUND INSULATION
  - PARTITION WITH SOUND INSULATION
  - HALF HEIGHT WALL
  - ONE HOUR PARTITION W/ SOUND INSULATION
  - TWO HOUR PARTITION W/ SOUND INSULATION
  - SIDELIGHT/WINDOW

ROOM SIZES ARE APPROXIMATE. ONLY AND ARE NOT TO BE USED FOR FINAL DETERMINATION OF FURNITURE SIZES OR PLACEMENT.

**SitePro Rentals**

7557 US 377  
AUBREY, TEXAS

10,000 USF  
Project ID: 22-1021-L002

Sheet Title  
**Preliminary Plan**

Sheet Number © 2021

**1.1**





# COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:  
June 20, 2022

Agenda Item:  
Discuss and consider approval of an ordinance amending the Fiscal Year 2021-2022 adopted budget.

Prepared by:  
Kristi Gilbert, Town Administrator

Description:  
At the May 16, 2022, Council meeting, Staff presented information related to a high-level review of five-year forecasts, including projected General Fund reserves for FY 2022. Attached is a proposed Fiscal Year 2022 budget amendment. There are a handful of reasons a budget amendment is necessary. FY 22 is the first fiscal year with our new accounting software that allows us to track revenues and expenditures by fund. This also provides for greater transparency in the reporting of the financials. As Staff has implemented the new software, we have observed opportunities to provide further detail by adding line items for more specific expenditures. This is one reason for the budget amendment. The second reason is to allocate the transfer of funds appropriately with the completion of the dissolution of the Northeast Municipal Court and the Northeast Police Department. The third reason is to make line-item adjustments based on year-to-date activity and proposed activity through September 30<sup>th</sup>.

Amendments to split out line items include:

- Addition of Alcohol Permit/License Revenue
- Splitting items related to payroll (longevity, unemployment, mileage reimbursements, etc.)
- Adding line item for minor equipment and postage to cover copier and postage lease instead of including in Office Supplies
- Adding a line item for the monthly reduction in sales tax due to the overpayment sent to use by the Comptroller's office last year
- Including the Judge in the personnel costs for the Municipal Court rather than Administration
- Transferring the expenses related to the maintenance of the PD radios from IT Services to County Public Safety Fees to match other contracted items with Denton County
- Adding a line item for Advertising and Promotion to the Parks Department at the Park Board's request with no funds allocated for FY 22
- Moving the 14.29% of street repairs to the Road Improvement Fund and designating the Street Repairs in the General Fund for maintenance only

Amendments related to the dissolution of NEMC and NEPD:

- Transfer of money to restricted court and police funds in a total amount of \$71,180.78



## COUNCIL AGENDA BRIEFING SHEET

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### Adjustments due to YTD Activity and Other:

- Increase in sales tax revenue based on YTD collections
- Increase in franchise fees for electric, gas and water/wastewater based on YTD collections
- Increase in Development/Platting Fees based on YTD activity
- Decrease in Infrastructure Inspections
- Decrease on Residential and Commercial Building Permit Fees (note there is an associated decrease in expenditures in inspection fees that were delayed due to the decrease in activity)
- Increase in Health Inspection Fees
- Increase in Office Supplies for Administration and PD
- Increase in Legal Fees
- Increase in PayPal charges with associated increase in revenue
- Increase in Professional Services to accommodate a transfer of some items from Software and for services related to the strategic plan
- Increased Administration Building Maintenance/Cleaning for unanticipated cleaning costs
- Increase capital improvements for the cost of the building and monument signs for Town Hall and the Police Department
- Increase Prosecutor based on YTD activity
- Decreased PD salaries and associated pay items as a result of vacancies for part of the year.
- Increased uniforms as a result of YTD activity including the unexpected purchase of funeral attire
- Decreased Property & Liability Insurance
- Increased Landscaping for PD based on needs
- Increased PD Utilities due to YTD activity and not anticipating full usage of the facility
- Increased PD Vehicle Maintenance due to YTD activity
- Increased Legal Contingency Fund balance by \$250,000 for a total of \$500,000 based on Council request.
- Increased Court Technology Fund revenues by \$20,000 due to NEMC dissolution and expenses due to the need to purchase the Judge and Prosecutor Microsoft laptops
- Increased Court Security Fund revenues by \$32,831 due to NEMC dissolution and increased expenses to install security glass at Town Hall/Court
- Increased Police Donations Fund revenues by \$11,949 due to NEPD dissolution and increased expenses to fund a portion of the PD's priorities
- Increased Capital Improvement Fund expenses to fund any unanticipated expenses for the remainder of the year
- Increased Park Improvement Fund expenses to cover Parks Board requests to include \$2,000 of a Porta Potty surround, \$2,000 for a bulletin board, \$3,500 for overheads fans, \$9,500 to run water lines and install a water fountain



## COUNCIL AGENDA BRIEFING SHEET

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- Increased revenues by and expenditures in the Vehicle & Equipment Replacement Fund utilizing a transfer of \$185,000 from the CLFRF (COVID) Funds and \$275,000 in General Fund Reserves and with a budgeted expense of \$200,000 to fund Priorities 1-4 provided by Chief Short. Note, due to the timing of purchases, some amounts may be charged in FY 2023 and will be accounted for in the FY 23 budget.
- Increased Road Improvement Fund through a transfer of \$425,127.50 which is 14.29% of sales tax revenue and a transfer from General Fund Reserves in the amount of \$1,100,000
- Increased expenditures in COVID Fund for a transfer of \$185,000 in CLFRF Funds to PD for equipment expenditures

Recommended Action:

Staff recommends approval.

Attachments:

Ordinance

Proposed Amendments

**TOWN OF CROSS ROADS**

**ORDINANCE NO. 2022-\_\_**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING THE BUDGET FOR THE TOWN OF CROSS ROADS, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022; PROVIDING THAT THE BUDGET TO BE KEPT IN TOWN SECRETARY'S OFFICE; PROVIDING FOR A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council approved the Fiscal Year 2021-2022 budget at a meeting conducted on September 20, 2021 where all interested persons were given an opportunity to be heard for or against any item therein; and,

**WHEREAS**, as required by Texas Local Government Code 102.002, the budget officer has prepared a municipal budget to cover the proposed expenditures of the municipal government for the succeeding year; and,

**WHEREAS**, the Town Council finds that the passage of this Ordinance is in the best interest of the citizens of Cross Roads.

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

**SECTION 1:** That, all matters stated in the Recitals hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

**SECTION 2:** That the Council hereby adopts the amended budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022 as shown in *Exhibit "A."*

**SECTION 4.** That a copy of the official adopted 2021-2022 budget documents shall be kept on file in the office of the Town Secretary

**SECTION 5:** If any portion of this Ordinance shall, for any reason, be declared invalid by any court of competent jurisdiction, such invalidity shall not affect the remaining provisions hereof and the Council hereby determines that it would have adopted this Ordinance without the invalid provision.

**SECTION 6:** That this Ordinance shall become effective from and after its date of passage.

**PASSED AND APPROVED ON THIS 20<sup>TH</sup> DAY OF JUNE 2022.**

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Attorney

**EXHIBIT A**  
**AMENDED FY 2021-2022 BUDGET**



100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - GENERAL FUND - 100</b>						
100-40100	Sales Tax Revenue	Sales Tax	\$ 2,132,402.86	\$ 2,753,132.00	\$ 2,975,000.00	Adj based on YTD
100-40110	Mixed Beverage Tax Revenue	Sales Tax	\$ 13,554.73	\$ 18,375.00	\$ 18,375.00	
	<b>Subtotal</b>	<b>Sales Tax</b>	<b>\$ 2,145,957.59</b>	<b>\$ 2,771,507.00</b>	<b>\$ 2,993,375.00</b>	
100-40120	Franchise Tax Telecom	Franchise Taxes	\$ 2,792.09	\$ 4,750.00	\$ 4,750.00	
100-40121	Franchise Tax Waste	Franchise Taxes	\$ 11,613.95	\$ 24,750.00	\$ 24,750.00	
100-40122	Franchise Tax Electric	Franchise Taxes	\$ 96,378.93	\$ 90,000.00	\$ 96,000.00	Adj based on YTD
100-40123	Franchise Tax Gas	Franchise Taxes	\$ 19,620.64	\$ 12,375.00	\$ 19,500.00	Adj based on YTD
100-40124	Franchise Tax Mustang SUD	Franchise Taxes	\$ 14,163.41	\$ 17,820.00	\$ 19,000.00	Adj based on YTD
	<b>Subtotal</b>	<b>Franchise Taxes</b>	<b>\$ 144,569.02</b>	<b>\$ 149,695.00</b>	<b>\$ 164,000.00</b>	
100-40200	Development/Platng/Permit Fees	Licenses & Permits	\$ 28,368.53	\$ 20,000.00	\$ 35,000.00	Adj based on YTD
100-40201	Infrastructure Inspection Fees	Licenses & Permits	\$ 24,184.44	\$ 60,000.00	\$ 45,000.00	
100-40202	Residential Bldg Permits and Inspections	Licenses & Permits	\$ 90,001.36	\$ 240,000.00	\$ 115,000.00	Adj based on YTD
100-40203	Commercial Bldg Permits and Inspections	Licenses & Permits	\$ 36,913.46	\$ 120,000.00	\$ 100,000.00	Adj based on YTD
100-40204	Septic Permits and Fees	Licenses & Permits	\$ 5,790.00	\$ 8,000.00	\$ 8,000.00	
100-40206	Health Inspection and Fees	Licenses & Permits	\$ 15,450.00	\$ 11,500.00	\$ 16,000.00	
100-40207	Alcohol Permit/License	Licenses & Permits	\$ 1,320.00	\$ -	\$ 1,350.00	Added as new line item
100-40208	Signs Permit and Fees	Licenses & Permits	\$ 2,750.00	\$ 4,250.00	\$ 4,250.00	
	<b>Subtotal</b>	<b>Licenses &amp; Permits</b>	<b>\$ 204,777.79</b>	<b>\$ 463,750.00</b>	<b>\$ 324,600.00</b>	
100-40210	Municipal Court Fines	Court Revenue	\$ 120,737.03	\$ 190,000.00	\$ 175,000.00	Adj based on YTD
	<b>Subtotal</b>	<b>Court Revenue</b>	<b>\$ 120,737.03</b>	<b>\$ 190,000.00</b>	<b>\$ 175,000.00</b>	
100-40300	Administrative Fees	Fines & Fees	\$ 10,668.89	\$ 2,000.00	\$ 15,000.00	Adj based on YTD
100-40301	Administrative Fees-Unpermitted Tree Kill	Fines & Fees	\$ -	\$ -	\$ -	
100-40314	Credit Card Processing Fee	Fines & Fees	\$ 2,124.13	\$ 1,000.00	\$ 2,500.00	Adj based on YTD
	<b>Subtotal</b>	<b>Fines &amp; Fees</b>	<b>\$ 12,793.02</b>	<b>\$ 3,000.00</b>	<b>\$ 17,500.00</b>	
100-40304	MDD Contribution	Contributions	\$ 12,181.50	\$ 24,363.00	\$ 24,363.00	
100-40500	Developer Contributions	Contributions	\$ -	\$ -	\$ -	
	<b>Subtotal</b>	<b>Contributions</b>	<b>\$ 12,181.50</b>	<b>\$ 24,363.00</b>	<b>\$ 24,363.00</b>	
100-40306	Interest Revenue	Investment Income	\$ 5,216.67	\$ 7,000.00	\$ 7,000.00	
	<b>Subtotal</b>	<b>Investment Income</b>	<b>\$ 5,216.67</b>	<b>\$ 7,000.00</b>	<b>\$ 7,000.00</b>	
100-40315	Miscellaneous Income	Miscellaneous	\$ 4,852.60	\$ -	\$ 4,800.00	



**100 - GENERAL FUND**

Account #	Account Description	Category	FY 22 Proposed			Notes
			As of 5/31/22	FY 22 Adopted	Amendment	
100-40320	Pass Through Income	Miscellaneous	\$ -	\$ -	\$ -	
	<b>Subtotal</b>	<b>Miscellaneous</b>	<b>\$ 4,852.60</b>	<b>\$ -</b>	<b>\$ 4,800.00</b>	
100-40410	Intergovernmental Revenue	Intergovernmental	\$ 192.27	\$ -	\$ -	
100-40412	NEMC Disbursement	Intergovernmental	\$ 134,710.84	\$ -	\$ 201,102.41	Added
100-40413	NEPD Disbursement	Intergovernmental	\$ 328,375.07	\$ -	\$ 316,850.49	Added
100-40419	NEMC Personnel Reimbursement	Intergovernmental	\$ 1,748.00			Added
100-40450	Grant Revenue	Intergovernmental	\$ -	\$ -	\$ -	
	<b>Subtotal</b>	<b>Intergovernmental</b>	<b>\$ 465,026.18</b>	<b>\$ -</b>	<b>\$ 517,952.90</b>	
100-40910	Transfers In	Transfers	\$ (33,714.96)	\$ -	\$ (6,400.00)	Adj based on YTD
	<b>Subtotal</b>	<b>Transfers</b>	<b>\$ (33,714.96)</b>	<b>\$ -</b>	<b>\$ (6,400.00)</b>	
<b>TOTAL REVENUES - GENERAL FUND</b>			<b>\$ 3,082,396.44</b>	<b>\$ 3,609,315.00</b>	<b>\$ 4,222,190.90</b>	

100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>EXPENSES - GENERAL FUND - 100</b>						
<b>ADMINISTRATION - 110</b>						
100-110-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 276,580.44	\$ 424,600.00	\$ 424,600.00	
100-110-51102	Overtime	Personnel and Benefits	\$ -	\$ 500.00	\$ 500.00	
100-110-51105	Longevity Pay	Personnel and Benefits	\$ 795.00	\$ -	\$ 795.00	Added line item
100-110-51109	Auto Allowance	Personnel and Benefits	\$ 1,200.00	\$ 1,800.00	\$ 1,800.00	
100-110-51210	Payroll Expenses: Company Contributions:	Personnel and Benefits	\$ 20,761.56	\$ 32,150.00	\$ 32,150.00	
100-110-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 21,271.39	\$ 37,050.00	\$ 37,050.00	
100-110-51216	Employee Health Benefits	Personnel and Benefits	\$ 27,923.95	\$ 44,000.00	\$ 44,000.00	
100-110-51220	Workers Compensation	Personnel and Benefits	\$ 4,460.96	\$ 11,950.00	\$ 6,450.00	Adj based on YTD
100-110-51230	Unemployment	Personnel and Benefits	\$ 345.59	\$ -	\$ 500.00	Added line item
100-110-51250	Mileage Reimbursements-Non Tax	Personnel and Benefits	\$ -	\$ -	\$ 100.00	Added line item
100-110-51255	Miscellaneous Reimbursements	Personnel and Benefits	\$ -	\$ -	\$ 100.00	Added line item
	<b>Subtotal</b>	<b>Personnel and Benefits</b>	<b>\$ 353,338.89</b>	<b>\$ 552,050.00</b>	<b>\$ 548,045.00</b>	
100-110-52014	Office Supplies	Supplies	\$ 4,390.60	\$ 4,000.00	\$ 7,500.00	Adj based on YTD
100-110-52030	Postage	Supplies	\$ 613.73	\$ 1,000.00	\$ 1,500.00	Adj based on YTD
100-110-52100	Minor Tools and Equipment	Supplies	\$ 1,022.12	\$ -	\$ 1,900.00	Added line item
	<b>Subtotal</b>		<b>\$ 6,026.45</b>	<b>\$ 5,000.00</b>	<b>\$ 10,900.00</b>	
100-110-53001	Accounting and Auditing Fees	Contractual Services	\$ 3,673.45	\$ 7,500.00	\$ 7,500.00	
100-110-53002	Advertising and Promotion	Contractual Services	\$ 3,782.48	\$ 12,000.00	\$ 12,000.00	
100-110-53004	Software	Contractual Services	\$ 24,578.32	\$ 27,000.00	\$ 27,000.00	
100-110-53006	Codification Services	Contractual Services	\$ -	\$ 2,000.00	\$ 2,000.00	
100-110-53007	Administrative Expenses	Contractual Services	\$ -	\$ -	\$ -	
100-110-53010	Property and Liability Insurance	Contractual Services	\$ 6,895.28	\$ 8,500.00	\$ 8,500.00	
100-110-53012	Legal Fees	Contractual Services	\$ 33,944.54	\$ 48,000.00	\$ 60,000.00	Adj based on YTD
100-110-53015	Dues and Subscriptions	Contractual Services	\$ 146.00	\$ 900.00	\$ 900.00	
100-110-53016	Public Notices/Dues	Contractual Services	\$ 578.75	\$ 1,200.00	\$ 1,200.00	
100-110-53022	Training and Travel	Contractual Services	\$ 3,088.30	\$ 12,000.00	\$ 12,000.00	
100-110-53028	Lovetts 380 Agreement	Contractual Services	\$ -	\$ -	\$ -	
100-110-53030	PayPal Charge	Contractual Services	\$ 2,166.02	\$ 1,000.00	\$ 2,500.00	Adj based on YTD
100-110-53045	Lease and CAM Pmts - Town Hall	Contractual Services	\$ 40,084.41	\$ 68,900.00	\$ 68,900.00	
100-110-53050	Careflite Services	Contractual Services	\$ 1,944.00	\$ 2,575.00	\$ 2,000.00	Adj based on YTD
100-110-53055	City of Aubrey Library Fund	Contractual Services	\$ -	\$ 21,500.00	\$ 21,500.00	
100-110-53080	Engineering Services	Contractual Services	\$ 34,729.74	\$ 60,000.00	\$ 60,000.00	
100-110-53083	Professional Services	Contractual Services	\$ 21,621.57	\$ 40,000.00	\$ 50,000.00	Moved software expenses & Strategic Plan

100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed		Notes
					Amendment		
<del>100-110-53084</del>	<del>Code Enforcement Services</del>	<del>Contractual Services</del>	\$ -	\$ -	\$ -		Moved to Dept 610
100-110-53110	Utilities	Contractual Services	\$ 3,375.84	\$ 6,600.00	\$ 6,600.00		
100-110-53225	Interlocal Fire	Contractual Services	\$ 339,225.00	\$ 452,830.00	\$ 452,830.00		
100-110-53610	Election Expense	Contractual Services	\$ 282.25	\$ 8,000.00	\$ 8,000.00		
100-110-53800	Sales Tax Overpmt 12/21 to 5/25 Payback	Contractual Services	\$ 10,152.00	\$ -	\$ 16,920.00		Added new line item
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 530,267.95</b>	<b>\$ 780,505.00</b>	<b>\$ 820,350.00</b>		
100-110-54010	Building Maintenance/Cleaning	Maintenance	\$ 3,128.01	\$ -	\$ 5,500.00		Adj based on YTD
100-110-54018	Repair and Maintenance	Maintenance	\$ 995.55	\$ 4,000.00	\$ -		
100-110-54020	Vehicles Maintenance	Maintenance	\$ 1,597.98	\$ 2,300.00	\$ 2,300.00		
	<b>Subtotal</b>	<b>Maintenance</b>	<b>\$ 5,721.54</b>	<b>\$ 6,300.00</b>	<b>\$ 7,800.00</b>		
100-110-58007	Capital Improvements	Capital Outlay	\$ 22,638.76	\$ 15,000.00	\$ 27,000.00		Adj based on YTD - signs
	<b>Subtotal</b>	<b>Capital Outlay</b>	<b>\$ 22,638.76</b>	<b>\$ 15,000.00</b>	<b>\$ 27,000.00</b>		
<b>ADMINISTRATION - 110</b>		<b>TOTAL</b>	<b>\$ 917,993.59</b>	<b>\$ 1,358,855.00</b>	<b>\$ 1,414,095.00</b>		

100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>MUNICIPAL COURT - 210</b>						
100-210-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 3,500.00	\$ -	\$ 7,500.00	Adj based on YTD -Judge
100-210-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 260.10	\$ -	\$ 575.00	Adj based on YTD -Judge
100-210-51230	Unemployment	Personnel and Benefits	\$ 4.20	\$ -	\$ 10.00	Adj based on YTD -Judge
	<b>Subtotal</b>	<b>Personnel and Benefits</b>	<b>\$ 3,764.30</b>	<b>\$ -</b>	<b>\$ 8,085.00</b>	
100-210-52014	Office Supplies	Supplies	\$ 1,130.73	\$ 3,000.00	\$ 3,500.00	Adj based on YTD
100-210-52020	Court Supplies	Supplies	\$ 220.00	\$ 3,000.00	\$ 1,250.00	Split for clarification
100-210-52030	Postage	Supplies	\$ 1,169.14	\$ -	\$ 1,000.00	Added line item
100-210-52100	Minor Tools and Equipment	Supplies	\$ 761.92	\$ -	\$ 1,000.00	Added line item
	<b>Subtotal</b>	<b>Supplies</b>	<b>\$ 3,281.79</b>	<b>\$ 6,000.00</b>	<b>\$ 6,750.00</b>	
100-210-53001	Accounting and Auditing	Contractual Services	\$ 1,400.00	\$ -	\$ 1,400.00	Adj based on YTD
100-210-53004	Software	Contractual Services	\$ 562.95	\$ -	\$ 650.00	Adj based on YTD
100-210-53015	Dues and Subscriptions	Contractual Services	\$ 13.00	\$ -	\$ 250.00	Added line item
100-210-53022	Training and Travel	Contractual Services	\$ 250.00	\$ 500.00	\$ 500.00	
100-210-53075	Prosecutor	Contractual Services	\$ 8,672.50	\$ 16,000.00	\$ 18,000.00	Adj for increase
100-210-53076	Jury	Contractual Services	\$ -	\$ 500.00	\$ 500.00	
100-210-53077	Interpreter	Contractual Services	\$ 200.00	\$ 750.00	\$ 750.00	
100-210-53078	Arrest/Jail Fees	Contractual Services	\$ -	\$ 1,250.00	\$ 1,250.00	
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 11,098.45</b>	<b>\$ 19,000.00</b>	<b>\$ 23,300.00</b>	
100-210-58010	Capital Equipment	Capital Outlay	\$ 1,250.00	\$ -	\$ 1,250.00	Added line item
	<b>Subtotal</b>	<b>Capital Outlay</b>	<b>\$ 1,250.00</b>	<b>\$ -</b>	<b>\$ 1,250.00</b>	
<b>MUNICIPAL COURT - 210</b>		<b>TOTAL</b>	<b>\$ 19,394.54</b>	<b>\$ 25,000.00</b>	<b>\$ 39,385.00</b>	

100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>POLICE -310</b>						
100-310-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 514,326.10	\$ 831,580.96	\$ 815,000.00	Adj based on YTD
100-310-51102	Overtime	Personnel and Benefits	\$ 16,477.00	\$ 45,000.00	\$ 35,000.00	Adj based on YTD
100-310-51105	Longevity Pay	Personnel and Benefits	\$ 400.00	\$ 2,000.00	\$ 400.00	Adj based on YTD
100-310-51108	Incentive Pay	Personnel and Benefits	\$ -	\$ 6,000.00	\$ 1,500.00	
100-310-51210	Payroll Expenses: Company Contributions:	Personnel and Benefits	\$ 39,837.19	\$ 63,615.94	\$ 61,700.00	Adj based on YTD
100-310-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 40,640.99	\$ 65,524.42	\$ 65,000.00	Adj based on YTD
100-310-51216	Employee Health Benefits	Personnel and Benefits	\$ 55,853.28	\$ 104,000.00	\$ 93,000.00	Adj based on YTD
100-310-51220	Workers Compensation	Personnel and Benefits	\$ 3,238.90	\$ 32,431.66	\$ 38,300.00	Adj for upcoming bill
100-310-51230	Unemployment	Personnel and Benefits	\$ 2,160.23	\$ -	\$ 3,500.00	Added line item
	<b>Subtotal</b>	<b>Personnel and Benefits</b>	<b>\$ 672,933.69</b>	<b>\$ 1,150,152.98</b>	<b>\$ 1,113,400.00</b>	
100-310-52005	Uniforms	Supplies	\$ 16,126.92	\$ 10,000.00	\$ 20,000.00	Funeral attire/new ofc
100-310-52010	Law Enforcement Supplies	Supplies	\$ 1,993.45	\$ 5,000.00	\$ 5,000.00	
100-310-52014	Office Supplies	Supplies	\$ 3,721.89	\$ 3,000.00	\$ 5,000.00	Adj based on YTD
100-310-52015	Evidence Supplies	Supplies	\$ 1,753.09	\$ 2,000.00	\$ 2,000.00	
100-310-52030	Postage	Supplies	\$ 811.27	\$ 1,250.00	\$ 1,250.00	
100-310-52050	Fuel	Supplies	\$ 17,410.74	\$ 20,000.00	\$ 40,000.00	Adj based inc fuel prices
100-310-52100	Minor Tools and Equipment	Supplies	\$ 4,945.64	\$ 3,500.00	\$ 3,500.00	
	<b>Subtotal</b>	<b>Supplies</b>	<b>\$ 46,763.00</b>	<b>\$ 44,750.00</b>	<b>\$ 76,750.00</b>	
XXX-XXX-XXXXX	Contract Police Services (For FY 21 Only)	Contractual Services	\$ -	\$ -	\$ -	
100-310-53004	Software	Contractual Services	\$ 1,371.92	\$ 18,400.00	\$ 18,400.00	
100-310-53010	Property and Liability Insurance	Contractual Services	\$ 5,634.02	\$ 20,000.00	\$ 15,000.00	Adj for upcoming bill
100-310-53012	Legal Fees	Contractual Services	\$ 618.75	\$ 2,500.00	\$ 2,500.00	
100-310-53015	Dues and Subscriptions	Contractual Services	\$ 285.00	\$ 1,500.00	\$ 1,500.00	
100-310-53022	Training and Travel	Contractual Services	\$ 2,777.99	\$ 11,500.00	\$ 11,500.00	
100-310-53033	Community Events	Contractual Services	\$ 4,448.83	\$ 5,000.00	\$ 5,000.00	
100-310-53081	Information Technology Services	Contractual Services	\$ 18,873.99	\$ 22,500.00	\$ 16,750.00	move radios to County Fees
100-310-53083	Professional Services	Contractual Services	\$ 11,420.80	\$ 22,800.00	\$ 22,800.00	
100-310-53091	Landscaping	Contractual Services	\$ -	\$ 2,000.00	\$ 3,500.00	Adj based on needs
100-310-53110	Utilities	Contractual Services	\$ 4,411.95	\$ 2,450.00	\$ 7,500.00	Adj based on YTD
100-310-53130	Telephone Mobile	Contractual Services	\$ 5,004.06	\$ 13,000.00	\$ 13,000.00	
100-310-53210	Animal Control	Contractual Services	\$ 9,200.00	\$ 14,500.00	\$ 14,500.00	
100-310-53230	County Public Safety Fees	Contractual Services	\$ 18,471.75	\$ 25,000.00	\$ 32,500.00	move radios to County Fees
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 82,519.06</b>	<b>\$ 161,150.00</b>	<b>\$ 164,450.00</b>	
100-310-54010	Building Maintenance/Cleaning	Maintenance	\$ 7,108.11	\$ 20,000.00	\$ 20,000.00	
100-310-54018	Repair and Maintenance	Maintenance	\$ 1,139.77	\$ -	\$ -	

100 - GENERAL FUND

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
100-310-54020	Vehicles Maintenance	Maintenance	\$ 9,235.28	\$ 15,000.00	\$ 21,000.00	Adj based on YTD
	<b>Subtotal</b>	<b>Maintenance</b>	<b>\$ 17,483.16</b>	<b>\$ 35,000.00</b>	<b>\$ 41,000.00</b>	
<b>POLICE - 310</b>		<b>TOTAL</b>	<b>\$ 819,698.91</b>	<b>\$ 1,391,052.98</b>	<b>\$ 1,395,600.00</b>	
<b>PARKS &amp; RECREATION - 410</b>						
XXX-XXX-XXXXX	Park Improvements (For FY 21 Only)		\$ -	\$ -	\$ -	
100-410-53002	Advertising and Promotion	Contractual Services	\$ -	\$ -	\$ -	Added at Park Board req
100-410-53035	Park Events	Contractual Services	\$ 3,948.75	\$ 15,000.00	\$ 15,000.00	
100-410-53110	Utilities	Contractual Services	\$ 418.84	\$ 1,000.00	\$ 1,000.00	
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 4,367.59</b>	<b>\$ 16,000.00</b>	<b>\$ 16,000.00</b>	
100-410-54030	Park Maintenance	Maintenance	\$ 1,422.50	\$ 11,500.00	\$ 11,500.00	
	<b>Subtotal</b>	<b>Maintenance</b>	<b>\$ 1,422.50</b>	<b>\$ 11,500.00</b>	<b>\$ 11,500.00</b>	
<b>PARKS &amp; RECREATION - 410</b>		<b>TOTAL</b>	<b>\$ 5,790.09</b>	<b>\$ 27,500.00</b>	<b>\$ 27,500.00</b>	
<b>COMMUNITY DEVELOPMENT - 510</b>						
100-510-53084	Code Enforcement	Contractual Services	\$ 50.00	\$ 2,000.00	\$ 2,000.00	
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 50.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	
<b>COMMUNITY DEVELOPMENT - 510</b>		<b>TOTAL</b>	<b>\$ 50.00</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>	
<b>INSPECTIONS - 520</b>						
100-520-53085	Res & Com Building Review & Insp	Contractual Services	\$ 350.00	\$ 65,000.00	\$ 15,000.00	Adj based on YTD
100-520-53090	Sanitation Services	Contractual Services	\$ 8,110.00	\$ 6,000.00	\$ 14,000.00	Adj based on YTD
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 8,460.00</b>	<b>\$ 71,000.00</b>	<b>\$ 29,000.00</b>	
<b>INSPECTIONS - 520</b>		<b>TOTAL</b>	<b>\$ 8,460.00</b>	<b>\$ 71,000.00</b>	<b>\$ 29,000.00</b>	

**100 - GENERAL FUND**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>PUBLIC WORKS - 610</b>						
100-610-53060	Street Materials and Signs	Contractual Services	\$ 4,257.32	\$ 8,000.00	\$ 8,000.00	
100-610-53065	Mowing and ROW Cleanup	Contractual Services	\$ 16,712.82	\$ 38,500.00	\$ 38,500.00	
100-610-53070	Street Repairs - Maintenance *	Contractual Services	\$ 181.66	\$ 393,422.56	\$ 50,000.00	Moved Capital to Road Imp Fund, maintenance only
100-610-53110	Utilities	Contractual Services	\$ 1,429.02	\$ 1,500.00	\$ 2,500.00	Adj based on YTD
	<b>Subtotal</b>	<b>Contractual Services</b>	<b>\$ 22,580.82</b>	<b>\$ 441,422.56</b>	<b>\$ 99,000.00</b>	
<b>PUBLIC WORKS - 610</b>			<b>\$ 22,580.82</b>	<b>\$ 441,422.56</b>	<b>\$ 99,000.00</b>	
<b>TRANSFERS OUT - 710</b>						
100-710-59100	Transfers Out	Transfers	\$ (12,691.97)	\$ -	\$ -	
<b>TRANSFERS OUT - 710</b>			<b>\$ (12,691.97)</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>TOTAL OPERATING EXPENSES - GENERAL FUND</b>			<b>\$ 1,781,275.98</b>	<b>\$ 3,316,830.54</b>	<b>\$ 3,006,580.00</b>	
Net Operating Income			\$ 1,301,120.46	\$ 292,484.46	\$ 1,215,610.90	

**100 - GENERAL FUND**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>TRANSFERS OUT - 710 - FUND BALANCE - CAPITAL</b>						
100-710-59100	Transfers Out - Vehicle/Equip Repl.	Transfers		\$ 180,000.00	\$ 275,000.00	
100-710-59100	Transfers Out - Pub. Saf. Bldg	Transfers		\$ -	\$ -	
100-710-59100	Transfers Out - Park Imp	Transfers		\$ 75,000.00	\$ 75,000.00	
100-710-59100	Transfers Out - Road Imp. (.1429)*	Transfers		\$ 175,000.00	\$ 425,127.50	
100-710-59100	Transfers Out - Road Imp.	Transfers		\$ 175,000.00	\$ 1,100,000.00	
100-710-59100	Transfers Out - Cap Imp.	Transfers		\$ 100,000.00	\$ 625,000.00	
100-710-59100	Transfers Out - Legal Contingency	Transfers		\$ -	\$ 250,000.00	
100-710-59100	Transfers Out - Court Tech	Transfers			\$ 20,000.00	Per disbursement - Restricted
100-710-59100	Transfers Out - Court Security	Transfers			\$ 32,831.30	Per disbursement - Restricted
100-710-59100	Transfers Out - Other Rest. Court	Transfers			\$ 6,400.00	Per disbursement - Restricted
100-710-59100	Transfers Out - Police Donations	Transfers	\$ -	\$ -	\$ 11,949.48	Per disbursement - Restricted
TOTAL TRANSFERS OUT			\$ -	\$ 705,000.00	\$ 2,821,308.28	
Income			\$ 1,301,120.46	\$ (412,515.54)	\$ (1,605,697.38)	
Beginning Balance			\$ 1,571,336.00	\$ 2,948,035.00	\$ 2,948,035.00	
Ending Balance			\$ 2,948,035.00	\$ 4,249,155.46	\$ 2,535,519.46	\$ 1,342,337.62
% Reserve				76%		45%
Days of Reserve				279.02		162.96



**150 - LEGAL CONTINGENCY**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - LEGAL CONTINGENCY FUND - 150</b>						
150-40306	Interest Revenue	Investment Income	\$ 504.40	\$ 1,200.00		
150-40910	Transfers In	Transfer			\$ 250,000.00	Added Per Council
<b>TOTAL REVENUES - LEGAL CONTINGENCY FUND</b>			<b>\$ 504.40</b>	<b>\$ 1,200.00</b>	<b>\$ 250,000.00</b>	
<b>EXPENSES - LEGAL CONTINGENCY FUND - 150</b>						
150-110-53083	Professional Services	Contractual Services				
150-110-59100	Transfers Out	Capital Outlay				
<b>TOTAL EXPENSES - LEGAL CONTINGENCY FUND</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Net Income			\$ 504.40	\$ 1,200.00	\$ 250,000.00	
Beginning Balance FY 21		\$ 253,702.67	\$ 254,947.75	\$ 254,947.75	\$ 256,147.75	
Ending Balance FY 21		\$ 254,947.75	\$ 255,452.15	\$ 256,147.75	\$ 506,147.75	

**240 - Court Technology**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - COURT TECH -240</b>						
240-40215	Court Technology Revenue	Court Revenue	\$ 23,135.45	\$ 6,000.00	\$ 6,000.00	
240-40306	Interest Revenue	Investment Income		\$ 25.00	\$ 25.00	
	<b>Transfer In - NEMC Funds</b>				<b>\$ 20,000.00</b>	Adj for NEMC Dissolution
<b>TOTAL REVENUES - COURT TECH FUND</b>			<b>\$ 23,135.45</b>	<b>\$ 6,025.00</b>	<b>\$ 26,025.00</b>	
<b>EXPENSES - COURT TECH FUND - 240</b>						
240-210-52510	Court Technology	Municipal Court	\$ 9,972.46	\$ 6,900.00	\$ 13,000.00	Adj for YTD and laptops for Judge & Prosecutor
240-210-59100	Transfers Out	Capital Outlay	\$ (683.46)	\$ -		
<b>TOTAL EXPENSES - COURT TECH FUND</b>			<b>\$ 9,289.00</b>	<b>\$ 6,900.00</b>	<b>\$ 13,000.00</b>	
Net Income			\$ 13,846.45	\$ (875.00)	\$ 13,025.00	
Beginning Balance FY 21			\$ -	\$ -	\$ -	
Ending Balance FY 21			\$ -	\$ (875.00)	\$ 13,025.00	

**241 - COURT SECURITY**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - COURT SECURITY -241</b>						
241-40220	Court Security Revenue	Court Revenue	\$ 36,502.08	\$ 4,500.00	\$ 4,500.00	
241-40306	Interest Revenue	Investment Income		\$ 25.00	\$ 25.00	
	<b>Transfer In</b>				<b>\$ 32,831.30</b>	
<b>TOTAL REVENUES - COURT TECH FUND</b>			<b>\$ 36,502.08</b>	<b>\$ 4,525.00</b>	<b>\$ 37,356.30</b>	
<b>EXPENSES - COURT SECURITY FUND - 241</b>						
241-210-52520	Court Security	Municipal Court	\$ 4,250.90	\$ 9,050.00	\$ 9,050.00	
241-210-53022	Training and Travel	Contractual Services		\$ 500.00	\$ 500.00	
241-210-53072	Bailiff Fees	Contractual Services		\$ 3,000.00	\$ 3,000.00	
241-210-59100	Transfers Out	Capital Outlay		\$ -	<b>\$ 18,000.00</b>	Security windows
<b>TOTAL EXPENSES - COURT TECH FUND</b>			<b>\$ 4,250.90</b>	<b>\$ 12,550.00</b>	<b>\$ 30,550.00</b>	
Net Income			\$ 32,251.18	\$ (8,025.00)	\$ 6,806.30	
Beginning Balance FY 21			\$ -	\$ -	\$ -	
Ending Balance FY 21			\$ -	\$ (8,025.00)	\$ 6,806.30	

**265 - POLICE DONATIONS**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - POLICE DONATIONS FUND - 265</b>						
265-40250	Child Safety Revenue	Contributions	\$ 1,706.22			
265-40420	Police Donations	Donations	\$ 11,949.48	\$ 2,500.00	\$ 11,949.48	From NEPD Dissolution
265-40450	Grant Revenue	Intergovernmental	\$ -	\$ -		
<b>TOTAL REVENUES - LEOSE FUND</b>			<b>\$ 13,655.70</b>	<b>\$ 2,500.00</b>	<b>\$ 11,949.48</b>	
<b>EXPENSES - POLICE DONATIONS FUND - 265</b>						
265-310-52014	Office Supplies	Supplies		\$ -		
265-310-52530	Donated Police Expenditures	Supplies		\$ 1,500.00	\$ 11,000.00	
265-310-55050	Grant Expenses	Grants		\$ -		
265-310-58010	Capital Equipment	Capital Outlay		\$ -		
<b>TOTAL EXPENSES - POLICE DONATIONS FUND</b>			<b>\$ -</b>	<b>\$ 1,500.00</b>	<b>\$ 11,000.00</b>	
Net Income			\$ 13,655.70	\$ 1,000.00	\$ 949.48	
Beginning Balance FY 21			\$ -	\$ -	\$ -	
Ending Balance FY 21			\$ -	\$ 1,000.00	\$ 949.48	

**310 - CAPITAL IMPROVEMENTS**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - CAPITAL IMPROVEMENT FUND - 310</b>						
310-40306	Interest Revenue	Investment Income	\$ -	\$ -		
310-40500	Developer Contributions	Contributions	\$ -	\$ -		
310-40910	Transfers In	Transfers	\$ -	\$ 100,000.00	\$ 625,000.00	Per Council
<b>TOTAL REVENUES - CAPITAL IMPROVEMENT FUND</b>			<b>\$ -</b>	<b>\$ 100,000.00</b>	<b>\$ 625,000.00</b>	
<b>EXPENSES - CAPITAL IMPROVEMENT FUND - 310</b>						
310-610-53083	Professional Services	Contractual Services		\$ 30,000.00	\$ 30,000.00	
310-610-58007	Capital Improvements	Capital Outlay		\$ -	\$ 50,000.00	No specific project
310-110-59100	Transfers Out	Capital Outlay		\$ -		
<b>TOTAL EXPENSES - CAPITAL IMPROVEMENT FUND</b>			<b>\$ -</b>	<b>\$ 30,000.00</b>	<b>\$ 80,000.00</b>	
Net Income			\$ -	\$ 70,000.00	\$ 545,000.00	
Beginning Balance FY 21		\$ -	\$ 39,000.00	\$ 39,000.00	\$ 39,000.00	
Ending Balance FY 21		\$ 39,000.00	\$ 39,000.00	\$ 109,000.00	\$ 584,000.00	

320 - PARK IMPROVEMENT

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - PARK IMPROVEMENT FUND - 320</b>						
	Administrative Fees-					
320-40301	Unpermitted Tree Kill Fine	Fines and Fees	\$ -	\$ -	\$ -	
320-40306	Interest Revenue	Investment Income	\$ -	\$ 20.00	\$ -	
320-40450	Grant Revenue	Intergovernmental	\$ -	\$ -	\$ -	
320-40455	Donations	Donations	\$ -	\$ -	\$ -	
320-40910	Transfers In - GF	Transfers	\$ -	\$ 75,000.00	\$ 75,000.00	
320-40910	Transfers In -COVID	Transfers	\$ -	\$ -	\$ -	
<b>TOTAL REVENUES - CAPITAL IMPROVEMENT FUND</b>			<b>\$ -</b>	<b>\$ 75,020.00</b>	<b>\$ 75,000.00</b>	
<b>EXPENSES - PARK IMPROVEMENT FUND - 310</b>						
320-410-53083	Professional Services	Contractual Services	\$ -	\$ -	\$ -	
320-410-58007	Capital Improvements	Capital Outlay	\$ -	\$ -	\$ 18,000.00	Park Board Request Below
320-410-59100	Transfers Out	Capital Outlay	\$ -	\$ -	\$ -	
320-110-59100	Transfers Out	Capital Outlay	\$ -	\$ -	\$ -	
<b>TOTAL EXPENSES - PARK IMPROVEMENT FUND</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,000.00</b>	
Net Income			\$ -	\$ 75,020.00	\$ 57,000.00	
Beginning Balance FY 21			\$ -	\$ 23,025.00	\$ 23,025.00	
Ending Balance FY 21			\$ 23,025.00	\$ 98,045.00	\$ 80,025.00	

FY 22 Capital Improvements:  
 \$2,000 for Porta Potty surround  
 \$2,000 for Bulletin Board in the Park  
 \$3,500 for overhead fans and installation  
 \$9,500 to run water lines and install water fountain  
 ??? Sign frame at each entrance

330 - VEHICLE/EQUIPMENT REPLACEMENT

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - VEHICLE/EQUIPMENT REPLACEMENT FUND - 330</b>						
330-40306	Interest Revenue	Investment Income		\$ 250.00	\$ -	
330-40610	Insurance Proceeds	Other Income		\$ -		
330-40910	Transfers In - COVID	Transfers			\$ 185,000.00	From COVID Funds (Spend first)
330-40910	Transfers In - GF	Transfers		\$ 180,000.00	\$ 275,000.00	Per Council
<b>TOTAL REVENUES - VEHICLE REPLACEMENT FUND</b>			<b>\$ -</b>	<b>\$ 180,250.00</b>	<b>\$ 460,000.00</b>	
<b>EXPENSES - VEHICLE/EQUIPMENT REPLACEMENT FUND - 310</b>						
330-110-58010	Capital Equipment	Capital Outlay	\$ 4,500.00	\$ -	\$ 200,000.00	To Fund Chief Priorities 1-4
330-110-58010	Capital - Vehicles	Capital Outlay			\$ -	
330-110-59100	Transfers Out	Capital Outlay		\$ -	\$ -	
<b>TOTAL EXPENSES - VEHICLE/EQUIPMENT REPLACEMENT FUND</b>			<b>\$ 4,500.00</b>	<b>\$ -</b>	<b>\$ 200,000.00</b>	
Net Income			\$ (4,500.00)	\$ 180,250.00	\$ 260,000.00	
Beginning Balance FY 21		\$ -	\$ -	\$ -	\$ -	
Ending Balance FY 21		\$ -	\$ (4,500.00)	\$ 180,250.00	\$ 260,000.00	

**370 - ROAD IMPROVEMENT**

Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - ROAD IMPROVEMENT FUND - 370</b>						
370-40306	Interest Revenue	Investment Income	\$ 557.62	\$ 1,000.00	\$ 1,000.00	
370-40410	Intergovernmental Revenue	Intergovernmental	\$ -	\$ -	\$ -	
370-40500	Developer Contributions	Contributions	\$ -	\$ -	\$ -	
370-40910	Transfers In	Transfers	\$ -	\$ 175,000.00	\$ 1,100,000.00	Per Council
370-40910	Transfers In - .1429 of sales tax	Transfers	\$ -	\$ -	\$ 425,127.50	Txfr from GF for Capital Exp
<b>TOTAL REVENUES - ROAD IMPROVEMENT FUND</b>			<b>\$ 557.62</b>	<b>\$ 176,000.00</b>	<b>\$ 1,526,127.50</b>	
<b>EXPENSES - ROAD IMPROVEMENT FUND - 370</b>						
370-610-53083	Professional Services	Contractual Services	\$ 30,850.00	\$ 50,000.00	\$ 50,000.00	
370-610-58007	Capital Improvements	Capital Outlay	\$ -	\$ 500,000.00	\$ 500,000.00	
370-110-59100	Transfers Out	Capital Outlay	\$ (20,650.00)	\$ -	\$ -	
<b>TOTAL EXPENSES - ROAD IMPROVEMENT FUND</b>			<b>\$ 10,200.00</b>	<b>\$ 550,000.00</b>	<b>\$ 550,000.00</b>	
Net Income			\$ (9,642.38)	\$ (374,000.00)	\$ 976,127.50	
Beginning Balance			\$ 217,201.00	\$ 368,266.96	\$ 368,266.96	
Ending Balance			\$ 368,266.96	\$ 358,624.58	\$ 1,344,394.46	



Account #	Account Description	Category	As of 5/31/22	FY 22 Adopted	FY 22 Proposed Amendment	Notes
<b>REVENUES - COVID FUND - 510</b>						
510-40306	Interest Revenue	Investment Income	\$ 159.83	\$ -	\$ 200.00	Add line item
510-40410	Intergovernmental Revenue	Intergovernmental	\$ -	\$ 187,821.00	\$ -	Move line items - Adj for YTD
510-40450	Grant Revenue	Intergovernmental	\$ 188,192.95	\$ -	\$ 188,192.95	Move line items - Adj for YTD
510-40910	Transfers In	Transfers	\$ -	\$ -	\$ -	
<b>TOTAL REVENUES - COVID FUND</b>			<b>\$ 188,352.78</b>	<b>\$ 187,821.00</b>	<b>\$ 188,392.95</b>	
<b>EXPENSES - COVID FUND - 510</b>						
510-110-53030	PayPal Charge (Bank Charge)	Contractual Services	\$ 10.00			
510-110-53083	Professional Services	Contractual Services		\$ -		
510-110-55050	Grant Expenses	Grants		\$ -		
510-110-58007	Capital Improvements	Capital Outlay		\$ -		
510-110-59100	Transfers Out - To Vehicle Replacement	Capital Outlay		\$ -	\$ 185,000.00	Per Council
510-110-59100	Transfers Out - Parks	Capital Outlay		\$ -	\$ -	
<b>TOTAL EXPENSES - COVID FUND</b>			<b>\$ 10.00</b>	<b>\$ -</b>	<b>\$ 185,000.00</b>	
Net Income			\$ 188,342.78	\$ 187,821.00	\$ 3,392.95	
Beginning Balance FY 21			\$ 9,827.43	\$ 1,322.46	\$ 1,322.46	
Ending Balance FY 21			\$ 1,322.46	\$ 189,665.24	\$ 4,715.41	



# COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:  
June 20, 2022

Agenda Item:  
Discuss and consider the Fiscal Year 2022-2023 budget priorities.

Prepared by:  
Kristi Gilbert, Town Administrator

Description:  
Staff will provide a high-level overview of the Fiscal Year 2022-2023 budget in order to identify areas of high priority for Council prior to detailed discussion on the budget.

Attachments:  
None



# COUNCIL AGENDA BRIEFING SHEET

Meeting Date:  
June 20, 2022

Agenda Item:

Discuss and consider approval of the scope of services and associated costs for construction plans, specifications, and estimates for Phase 1 of the Street Rehabilitation Program and authorize the Mayor to execute associated documents.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

At the November 15, 2021, meeting, the CIP Street Ranking and Estimates were presented to Town Council. At the February 22, 2022, meeting, Council approved authorizing a request to Denton County for six of the Top 10 roads prioritized for repair to be included in Denton County's November 2022 Bond Package.

<b>Rank</b>	<b>Road</b>	<b>Status</b>
1	Moseley	Requested for County Bond Pkg
2	New Hope Road	Requested for County Bond Pkg
3	Dr. Griffin Road	Requested for County Bond Pkg
4	Potter Shop Road (North)	Requested for County Bond Pkg
5	Oak Shores Circle	Proposed Phase 3 (FY24-FY25)
6	Spring Mountain Road	Proposed Phase 1 (FY22-FY23)
7	Keyes Lane (outside of Oak Shores)	Requested for County Bond Pkg
8	Fishtrap Road (east)	Requested for County Bond Pkg
9	Mill Creek Road	Proposed Phase 1 (FY22-FY23)
10	Potter Shop Road (South)	Proposed Phase 2 (FY23-FY24)
11	West Oak Shores Drive	Proposed Phase 3 (FY24-FY25)
12	Tipps Road (low water crossing)	Proposed Phase 2 (FY23-FY24)
13	Hidden Creek Court	Proposed Phase 2 (FY23-FY24)
14	Fishtrap Road (west)	Future Project
15	Oak Point Drive	Proposed Phase 3 (FY24-FY25)

The attached scope of services is for Phase 1 of the street rehabilitation program which includes Spring Mountain Road and Mill Creek Road. Both roads will have areas of full depth repair and areas with removal of the top two inches with overlay.



## COUNCIL AGENDA BRIEFING SHEET

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If the Council authorizes the scope of services, the construction plans should be ready to bid out by the end of September with work starting late Fall 2022. This portion of the project is \$41,100. The road construction is anticipated to be approximately \$840,000 with inspection fees estimated at \$34,000.

With the proposed repairs, the life of the road is expected to be 21 years assuming regular maintenance. Spring Mountain Road is anticipated to cost approximately \$13,500 per year in maintenance, while Mill Creek Road is estimated at \$17,300. The goal of the rehabilitation program is to reconstruct roads and perform regular, annual maintenance to include crack seal, chip seal and overlay, rather than just pothole repair to extend the useful life of the road.

Recommended Action:

Staff recommends the approval of the resolution.

Attachments:

Scope of Services

**Town of Cross Roads  
Roadway Rehabilitation (Spring Mountain, Mill Creek, and Oak Shores Circle)  
Half Associates AVO P43608.003**

3/28/2022

Task	Director	Team Leader	QA/QC	Project Manager	EIT	CADD	Clerical	Total	(1)	(2)	Subtotal	Total
									Total	Fees, Materials & Supplies		
<b>Basic Fee Services</b>												
Simplified Exhibits Suitable for Construction (Approx. # of Sheets)												
General Notes (2)		0.50			0.5	1.0		2.0	\$309.21		\$309.21	\$300.00
Typical Paving Sections (1)		0.50		0.5	1.0	1.0		3.0	\$462.73		\$462.73	\$500.00
<b>Asphalt Streets</b>												
Site Visit				4.0	14.0			18.0	\$2,590.95		\$2,590.95	\$2,600.00
Plan Sheet Exhibits (11)		1.00		8.0	18.0	2.0		29.0	\$4,301.29		\$4,301.29	\$4,300.00
Quantities and Cost Estimates				1.0	6.0			7.0	\$988.43		\$988.43	\$1,000.00
Develop Specifications / Project Manual	4.00	8.00			16.0			28.0	\$5,071.50		\$5,071.50	\$5,100.00
Meetings (1)	2.00	2.00						4.0	\$1,022.93		\$1,022.93	\$1,000.00
QA/QC	1.00		4.0					5.0	\$1,473.15		\$1,473.15	\$1,500.00
<b>Bidding and Construction Phase Services</b>												
Pre-Bid Meeting		6.00		6.0				12.0	\$2,292.53		\$2,292.53	\$2,300.00
Bidding / Addenda		2.00		6.0			4.0	12.0	\$1,792.28		\$1,792.28	\$1,800.00
Contracts / Agreements / Recommendation Letter / Bid Tab	0.50	0.50			8.0		4.0	13.0	\$1,690.93		\$1,690.93	\$1,700.00
Pre-Construction Meeting		6.00		6.0				12.0	\$2,292.53		\$2,292.53	\$2,300.00
Submittals / Pay Requests / Schedules / Change Orders		8.00		24.0	16.0			48.0	\$7,969.50		\$7,969.50	\$8,000.00
Monthly Construction Meetings & Site Visits	2.00	12.00		12.0				26.0	\$5,185.35		\$5,185.35	\$5,200.00
Final Inspection and Punchlist		6.00		8.0				14.0	\$2,634.08		\$2,634.08	\$2,600.00
Record Drawings		1.00		1.0	4.0			6.0	\$927.19		\$927.19	\$900.00
<b>SUBTOTAL - Basic Fee Services</b>	<b>9.5</b>	<b>53.5</b>	<b>4.0</b>	<b>76.5</b>	<b>83.5</b>	<b>4.0</b>	<b>8.0</b>	<b>239.0</b>	<b>\$41,004.54</b>		<b>\$41,004.54</b>	<b>\$41,100.00</b>
<b>TOTAL PROJECT</b>	<b>9.5</b>	<b>53.5</b>	<b>4.0</b>	<b>76.5</b>	<b>83.5</b>	<b>4.0</b>	<b>8.0</b>	<b>239.0</b>	<b>\$41,004.54</b>		<b>\$41,004.54</b>	<b>\$41,100.00</b>

**SCOPE OF SERVICES**  
for  
**Construction Plans, Specifications and Estimates**  
**Street Rehabilitation, Phase I**  
in  
**CROSS ROADS, TEXAS**

**1. Description:**

Two (2) asphalt streets within the corporate limits of the Town of Cross Roads have been identified for rehabilitation under this contract. The streets identified are as follows:

Spring Mountain Road  
Millcreek Road

Each street identified shall be milled and overlaid, with sections identified for full-depth repair as necessary. This project involves visual inspection of the three streets, preparation of repair recommendations, simplified exhibits, estimates of probable construction costs, construction contract documents and construction administration services.

**2. Assumptions:**

- A. Full depth repairs for the length of each street shall be shown on the simplified construction plans based on field measurements.
- B. No survey shall be provided under this contract.
- C. Full-depth repair sections shall be based best practices. No geotechnical report shall be provided under this scope.
- D. Estimates and simplified construction plans will be prepared using field data gathered in visual inspection and latest aerials.
- E. Proposal is based on only the two streets provided.
- F. No Texas Department of Licensing and Regulation (TDLR) Permit will be necessary since there are no pedestrian facilities associated with this project.

**3. Work Plan:**

**A. Contract Documents and Estimates**

Professional shall provide all necessary contract documents for bidding and construction of the proposed improvements. These include:

- (1) Simplified exhibits, utilizing latest aerials will be prepared for each street. Plans shall specify required removals, proposed pavement rehabilitation activities with dimensions, starting and ending points, quantities and necessary construction notes. Exhibits shall be provided on 11"x17" drawings at a large enough scale where the quantities and rehabilitation method can easily be verified.
- (2) Contractor shall be responsible for SWPPP design and implementation and traffic control plans.
- (3) Professional shall prepare a project manual and technical specifications required for bidding and constructing the project. Only specifications amending or supplementing COG and/or TxDOT specifications need be furnished. Project manual, specifications, bid items and quantities will be furnished on hard copy and in electronic format.
- (4) Professional shall provide up to five (5) sets of simplified construction plans and project manual for review at the 90% milestone and at the 100% milestone.
- (5) Professional shall provide detailed estimates of probable cost at each milestone, using current unit prices taken from recent bid-tabs from similar projects. Additionally, TxDOT average low bid unit prices may be used in developing estimates.

## **B. Bidding, Construction, Closure:**

- (1) Bidding – During the bidding phase, the Professional will prepare bid documents and assist the Town in advertising the project for bids. The Professional will address technical questions and prepare addenda and issue to the bidders. The Professional shall attend a pre-bid meeting and prepare minutes. The Professional will tabulate bids and make recommendation for award of contract.
- (2) Construction:
  - (a) Attend a pre-construction meeting and monthly progress meetings as required. Document each meeting with written minutes.
  - (b) Visit the project site at appropriate intervals as construction proceeds to observe and report on the progress and quality of the executed work. In performing these services the Professional will endeavor to protect the Town against defects and deficiencies in the work of the Contractor. However, the Professional cannot guarantee the performance of the Contractor, nor be responsible for the actual supervision of the

construction operations or for the safety measures that the Contractor takes or should take. Inspection services may be provided under a separate contract.

- (c) Review shop drawings and Contractor submittals.
- (d) Review laboratory test reports on materials and equipment.
- (e) Prepare and negotiate Change Orders between the Contractor and the Town.
- (f) Prepare record drawings from information supplied by the Contractor.
- (g) Attend final inspection and prepare a punch list report.

- (3) Closure – The Professional shall prepare “record” plans, incorporating all changes and known variations to provide the Town the best possible set of record drawings. The final record drawings shall be furnished in .pdf format on CD.

**C. Miscellaneous:** Miscellaneous services not provided for herein and not generally associated with a project of this type shall be paid for under an amendment to this Agreement and for an additional fee.

- 1) Surveying services
- 2) Additional design services not specified in this proposal
- 3) Geotechnical Engineering and/or pavement design services
- 4) Gas, telephone, and cable design
- 5) Landscape and irrigation design
- 6) Subsurface utility Engineering (SUE) services
- 7) Inspection Services

**4. Schedule:**

- A.** Completion/furnishing 90% preliminary plans, specifications, bid quantities, and construction cost estimate: 45 calendar days from date of written authorization to begin.
- B.** Completion/furnishing 100% final plans, specifications, bid quantities, and construction cost estimate: 75 calendar days from date of written authorization to begin, excluding Town review time.
- C.** Bidding services: 60 calendar days from Town’s approval of final plans.
- D.** Construction services: In accordance with construction schedule (estimated to be 120 calendar days total)
- E.** Closure: 60 calendar days from the date of construction completion.





## COUNCIL AGENDA BRIEFING SHEET

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Meeting Date:

June 20, 2022

Agenda Item:

Discuss and consider an ordinance changing the speed limits for roadways included in the Oak Shores subdivision.

Requested by:

Mayor Tompkins

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Mayor has requested the Town Council consider changing speed limits on roadways in the Oak Shores Subdivision from 30 mph to 25 mph.

Recommended Action:

Staff is seeking direction from the Town Council.

Attachments:

Current Speed Regulations

Proposed Ordinance

**ARTICLE 12.05 SPEED REGULATIONS** \*

**Sec. 12.05.001 Authority to establish**

The town council may alter the maximum speed limit on any street, or portion thereof, as established by this article within the town in accord with provisions of Article 6701d, Section 169, of Vernon’s Texas Civil Statutes and based upon a traffic and engineering study. Whenever signs are posted giving notice of the maximum legal speed limit so established for a particular street or portion thereof, it shall be unlawful for any person to drive or operate any vehicle at a rate of speed in excess of such limit.

**Sec. 12.05.002 Maximum speed limit**

No person shall operate or drive any vehicle on any street within the town at a speed greater than thirty (30) miles per hour, or any alley within the town at a speed greater than ten (10) miles per hour, unless signs, which designate a different speed limit, are erected in accordance with this article. Speed limits on Hwy 380, Hwy 377, and FM 424 shall be set according to federal and state laws.

**Sec. 12.05.003 School zones**

It shall be unlawful for any person to operate or drive any vehicle at a speed greater than the speed designated or posted, or to overtake or pass any other vehicle in any school zone as may be marked or designated by signs posted within the town whenever the school is in session.

(Ordinance adopting Code)

**Sec. 12.05.004 Speed limits on specific streets**

A person commits an offense if he operates or drives a motor vehicle on the following designated streets at a speed greater than the speed designated by this section for that street or portion of that street. Any speed in excess of the limit provided in this section shall be prima fade evidence that the speed is not reasonable or prudent and is unlawful.

<b>Street</b>	<b>Portion of Street</b>	<b>Miles Per Hour</b>
Naylor Road	All points within town	40
New Hope	All points within town	35
Moseley	All points within town	35
South Potter Shop	North of Tipps Road only	35
North Potter Shop	All points within town	35
Fishtrap	All points within town	35
Tipps	All points within town	35
US Highway 380	All points within town	60
Dr. Griffin	All points within town	35
Historic Lane	All points within town	25
Mill Creek Rd	All points within town	25
Keyes Ln	From Tipps Road to Mill Creek Rd	35
Keyes Ln	South of Mill Creek Rd	30
Oak Shores Dr (East and West)	All points within town	30

Oak Shores Ct	All points within town	30
Oak Shores Cir	All points within town	30
Oak Point Dr	All points within town	30
Oak View Dr	All points within town	30
Oak View Ct	All points within town	30
Oak Hill Ct	All points within town	30

(Ordinance 2022-02 adopted 5/16/22)

**Sec. 12.05.005 Construction zones**

(a) Due to an imminent threat to public health and safety, the speed limits in construction areas on all street within the town are hereby reduced to twenty (20) miles per hour during periods of construction, except for state and U.S. highways, which shall be treated on a case-by-case basis. This speed limit reduction will be in effect during the times that official signs are posted giving notice of the reduced speed limit.

(b) The director of public works shall cause construction zone reduced speed limit signs and other reasonably necessary traffic-control devices to be erected at such locations and times necessary to protect those traveling and working in construction zones.

(c) Violators shall be cited and any fine assessed shall be subject to the doubling of minimum and maximum fines prescribed by the V.T.C.A. Transportation Code, § 542.404, when workers are present in such construction zones.

(d) The following construction zone speed limit is hereby established:

<b>Highway and Location</b>	<b>Speed Limit</b>
U.S. Highway 377 from north town limits to the intersection with U.S. Highway 380.	50 m.p.h.

(Ordinance 2021-0802-01 adopted 8/2/21)

ORDINANCE NO. 2022-\_\_

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS AMENDING THE CODE OF ORDINANCES OF THE TOWN OF CROSS ROADS, **CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.05.004, SPEED LIMITS ON SPECIFIC STREETS**; REPEALING CONFLICTING ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

**WHEREAS**, the Town of Cross Roads, Texas (the “Town”), is a is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens’ health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

**WHEREAS**, Section 311.002 of the Texas Transportation Code provides that a general-law municipality has exclusive control over and under the public highways, streets, and alleys of the municipality; and

**WHEREAS**, the Texas Transportation Code, Section 542.202, Powers of Local Authorities, grants the Town the authority to alter speed limits; and

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

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

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

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

**WHEREAS**, the purpose of this ordinance is to promote the public health, safety, and general welfare of the citizens of the Town of Cross Roads;

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

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

**SECTION 2.** That, the Code of Ordinances of the Town of Cross Roads, **CHAPTER 12, TRAFFIC AND VEHICLES, ARTICLE 12.05.004, SPEED LIMITS ON SPECIFIC STREETS**, is amended to read in its entirety as follows:

<b>Street</b>	<b>Portion of Street</b>	<b>Miles Per Hour</b>
Naylor Road	All points within town	40
New Hope	All points within town	35
Moseley	All points within town	35
South Potter Shop	North of Tipps Road only	35
North Potter Shop	All points within town	35
Fishtrap	All points within town	35
Tipps	All points within town	35
US Highway 380	All points within town	60
Dr. Griffin	All points within town	35
Historic Lane	All points within town	25
Mill Creek Rd	All points within town	25
Keyes Ln	From Tipps Road to Mill Creek Rd	35
Keyes Ln	South of Mill Creek Rd	<del>30</del> <u>25</u>
Oak Shores Dr (East and West)	All points within town	<del>30</del> <u>25</u>
Oak Shores Ct	All points within town	<del>30</del> <u>25</u>
Oak Shores Cir	All points within town	<del>30</del> <u>25</u>
Oak Point Dr	All points within town	<del>30</del> <u>25</u>
Oak View Dr	All points within town	<del>30</del> <u>25</u>
Oak View Ct	All points within town	<del>30</del> <u>25</u>
Oak Hill Ct	All points within town	<del>30</del> <u>25</u>

**SECTION 3.** That, should any sentence, paragraph, subdivision, clause, phrase or section of this ordinance be adjudged or be held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole, or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal, or invalid, and the same shall not affect the validity of the Code of Ordinances of the Town of Cross Roads as a whole.

**SECTION 4.** That, this ordinance shall take effect immediately following its passage, approval, and publication as provided by law, and it is accordingly so ordained.

PASSED AND APPROVED by the Town Council of the Town of Cross Roads, Texas, on this the 20<sup>th</sup> day of June, 2022.

APPROVED:

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T. Lynn Tompkins, Jr.  
Mayor

ATTEST:

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Donna Butler  
Town Secretary

APPROVED AS TO FORM:

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Matthew C.G. Boyle  
Town Attorney