



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

MONDAY, SEPTEMBER 18, 2023 AT 6:00 P.M.

LOCATION:

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

OR

VIRTUALLY by Zoom Meeting

<https://us02web.zoom.us/j/86989478324>

Meeting ID: 869 8947 8324

One tap mobile

+13462487799,,86989478324# US (Houston)

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

AMENDED

1. Call to Order
2. Roll Call
3. Invocation – Bishop Ken Taylor, Church of Christ of Latter-Day Saints
4. Pledge of Allegiance – T. Lynn Tompkins, Jr., Mayor
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 the 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, Roads Committee

CONSENT AGENDA

9. Consider approval of the August 21, 2023 Council Meeting Minutes.
10. Consider approval of the August 2023 Financials.
11. Consider approval of a resolution adopting a pay plan for the 2024 Fiscal Year for Town employees.

12. Consider approval of an ordinance amending Chapter 8, Article 8.10 Curfew Hours for Minors by repealing the Town's Juvenile Curfew Ordinance in response to House Bill 1819 effective September 1, 2023.
13. Consider approval of an ordinance amending the Town of Cross Roads Master Fee Schedule.
14. Consider approval of an Interlocal Cooperation Agreement between Denton County and the Town of Cross Roads for engineering and construction of Fishtrap Road East from FM 424 to Dr. Sanders Road.
15. Consider approval of an Interlocal Cooperation Agreement between Denton County and the Town of Cross Roads for engineering and construction of Mosely Road from ~~FM 424 to Dr. Sanders Road~~, US 380 to Tipps Road.

REGULAR SESSION

16. Discuss and consider action on a request from Sami Ibrahim, on behalf of Modern Pyramid Inc., appealing the Building Official's denial of a sign permit in accordance with Section 4.05.011 of the Town of Cross Roads Code of Ordinances and requesting a variance from the sign regulations to allow for a Freestanding Business sign to be 22' in height where the maximum height per ordinance is 18' for an existing pole sign.
17. CONDUCT A PUBLIC HEARING, discuss and consider an application by 720 & 380 LTD. to change the zoning from A-Agriculture to C-2 Commercial for a 1.76 acre parcel located just to the East of 11911 US 380, Cross Roads, Denton County, Texas. (2023-0807-04ZC)
18. CONDUCT A PUBLIC HEARING, discuss and consider an application by Ramon Aranda on behalf of property owner Margarito Espinoza to change the zoning from A-Agricultural to C-2 Commercial 2 for 1.63 acres of land generally located south of 8801 US 380, Cross Roads, Denton County, Texas. (2023-0807-02ZC)
19. CONDUCT A PUBLIC HEARING, discuss, and consider items related to the Fiscal Year 2023-2024 budget.
20. Discuss and consider a recommendation by the Parks Board on a proposed restroom facility design.
21. Discuss and consider a resolution of appointments to the Municipal Development District, Parks and Recreation Board and Planning and Zoning Commission and discuss Town Boards and Committee composition.

EXECUTIVE SESSION

22. The Town Council may convene into Executive Session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:

- a. Section 551.071 Consultation with Attorney - Contemplated or Pending litigation James Edland v. Town of Cross Roads, Texas, Case No. 22-0056-362 and Mitchell Clay v. Chad Wayne Jones, the City of Krugerville and the Town of Cross Roads, Case No. 22-8528-431.
- b. Section 551.087 Deliberation Regarding Economic Development Negotiations – Project Alpha, Project Bravo and Project Charlie
- c. Section 551.074 Personnel – Police Chief Performance Evaluation Follow Up
- d. Section 551.074 Personnel Matters – Planning and Zoning Commission and Municipal Development District board appointments

23. 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.

- Town Council Meeting – Monday, October 2, 2023 at 6:00 p.m.
- Planning and Zoning Commission Meeting – Tuesday, October 3, 2023 at 7:00 p.m.
- Parks and Recreation Board Meeting – Wednesday, October 4, 2023 at 6:00 p.m.
- Municipal Development District – Thursday, October 12, 2023 at 6:00 p.m.
- Town Council Meeting – Monday, October 16, 2023 at 6:00 p.m.

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, September 15th, 2023, by 5:00 p.m., in accordance with Chapter 551, Texas Government Code.

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

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

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

Donna Butler, Town Secretary

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

_____, Title: Town Secretary

CROSS ROADS POLICE DEPARTMENT

Item 8 d of 4



Police Department Council Report

Chief Shaun Short
September 18, 2023

Police Operations

➤ August Police Reports

- **6 Crash Investigations**
 - 4- US380
 - 2 - Other
- **2 Persons Crimes**
 - 2 Family Violence
 - 0 Unknown Actor
- **7 Property Crime**
 - 2 Criminal Mischief
 - 1 Fraud
 - 4 Retail Theft
- **11 - Society**
 - 8 - Intoxicated Driving
 - 3 – Drugs / Paraphernalia / MIP / PI

➤ 8/15-9/1 Incident Type Summary *

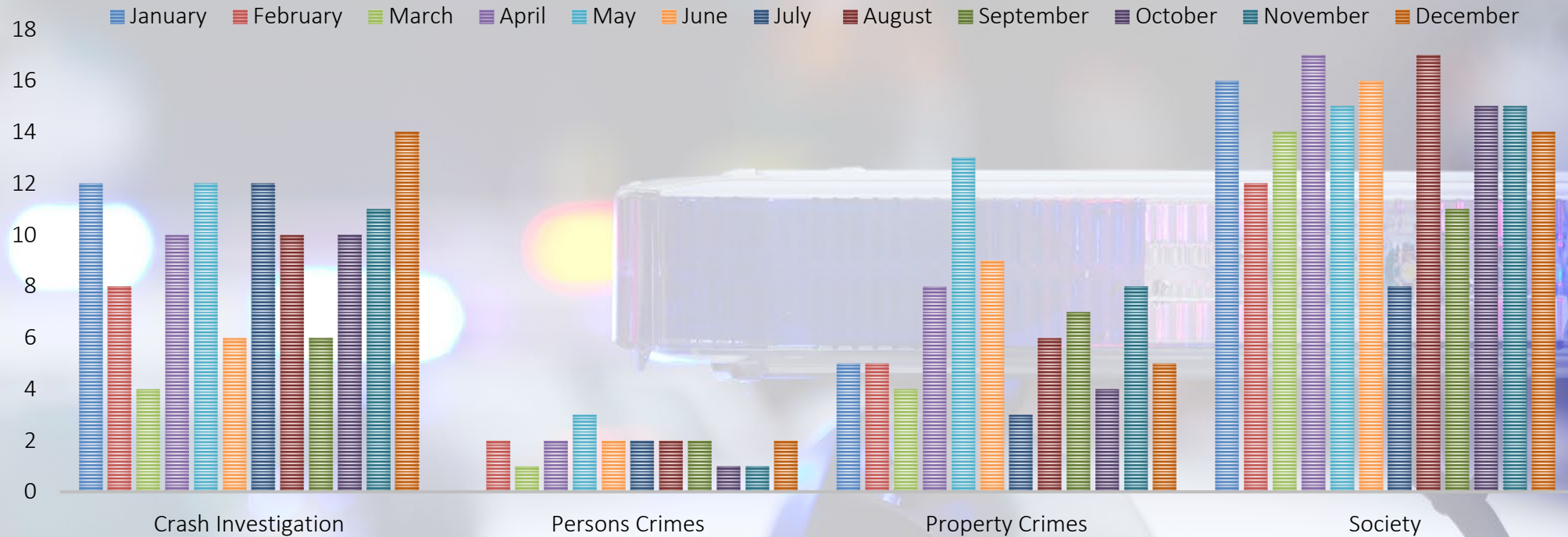
- **NA Agency Assist**
- **10 Alarm**
- **2 Animal Complaint**
- **7 Disturbance**
- **2 Motorist Assist**
- **2 Open Door**
- **6 Road Blockage**
- **6 Suspicious Person**
- **117 Traffic Stop**
- **6 Welfare Concern**
- **206 Unclassified**

333 Total Events

*Numbers are for half of month of August.

Police Operations Monthly Comparison

MONTHLY COMPARISON



Police – Administrative

➤ Projects Update

➤ New CAD/RMS started 08/15/23

➤ Continuing Submissions of Proofs for Accreditation

➤ Training

➤ MARK43 transition

➤ Online Accident Prevention and Employee Appraisal Training

➤ Community

➤ Participated in Denton County Active Threat Summit at **UNT**



**MINUTES OF REGULAR TOWN COUNCIL MEETING
FOR THE TOWN OF CROSS ROADS
MONDAY, AUGUST 21, 2023 AT 6:00 P.M.
LOCATION:
IN PERSON at 1401 FM 424, CROSS ROADS, TEXAS 76227
OR
VIRTUALLY by Zoom Meeting**

1. Call to Order – **6:01 P.M.**
2. Roll Call: **Mayor Tompkins; Council Members Housewright, Meek, King, Zuczek, and Paus.**
3. Invocation – **Mike Spence, Denton Bible Church**
4. Pledge of Allegiance – **Stephanie Housewright, Council Member**
5. Citizens Input (Items on the agenda and not on the agenda)
None.
6. Council Members' announcements and updates
 - **Housewright – Founder's Day, Park fund raisers, Movie in the Park**
7. Mayor's announcements and updates.
Founder's Day announcement and event details; led audience in singing Happy Birthday to Council Member Chris Paus
8. Updates; Discussion of the 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 – **Paula Paus for Parks and Recreation**

CONSENT AGENDA

9. Consider approval of the July 10, 2023 Council Meeting Minutes.
10. Consider approval of the June 2023 and July 2023 Financials.
11. Consider approval of awarding a contract for primary bank depository services to Independent Financial and authorizing the Mayor to negotiate and execute the associated contract.
12. Consider approval of a resolution authorizing the Mayor or Town Administrator to establish an account with Bank of America and designating signatories for the account.

13. Consider approval of a resolution suspending the September 1, 2023 effective date of CoServ Gas, Ltd.'s requested rate change to permit the Town time to study the request and establish reasonable rates, including utilizing legal and consulting services of Lloyd Gosselink Rochelle and Townsend, P.C. and requiring reimbursement of the Steering Committee of Cities Served by CoServ.
14. Consider approval of a resolution declaring Atmos Energy Corp., Mid-Tex Division rates to be unreasonable, adopting tariffs that reflect rate adjustments consistent with the negotiated settlement and finding the rates from the negotiated settlement to be just and reasonable and in the public interest.
15. Consider approval of a resolution finding that Oncor Electric Delivery Company LLC's application to increase rates within the Town of Cross Roads should be denied including utilizing legal and consulting services of Lloyd Gosselink Rochelle and Townsend, P.C. and requiring reimbursement of the Oncor Cities Steering Committee.
16. Consider approval of a contract for Environmental Health Inspections with Bradley Tucker Investments, LLC, dba Instant Inspector, and authorize the Mayor to execute the contract.
17. Consider approval of an ordinance adopting the 2018 International Building Code, 2018 International Residential Code, 2018 International Energy Conservation Code, 2015 International Mechanical Code, 2018 International Plumbing Code, 2018 International Fire Code, 2018 International Fuel and Gas Code and the 2017 National Electrical Code with local amendments.
18. Consider approval of a resolution amending the regular meeting schedule for the remainder of the 2023 calendar year.

**Motion to approve the Consent Agenda made by Housewright;
Second by Zuczek;
Passed unanimously.**

REGULAR SESSION

19. CONDUCT A PUBLIC HEARING, discuss and consider an application by Justin Brannan with School of Rock on behalf of property owner Bridgette Lily for a proposed text amendment to the Town of Cross Roads Comprehensive Zoning Regulations to expand the definition of "piano or musical instrument sales" to include instrument instruction activities to the definition of instrument sales.

Mayor Tompkins opened the Public Hearing at 6:27 P.M.

- **Town Administrator Gilbert gave Staff briefing.**
- **Justin Brannan, applicant, spoke regarding his request.**
- **Council Member Paus asked about revenue.**
- **Council Member King spoke of remaining property tax free.**
- **Pamela Ross, for School of Rock, explained the SOR business.**
- **Council Member Zuczek spoke of location and business hours concerns.**

- **Paula Paus – approves of School of Rock in Town but concerned with proposed location.**
- **Carolyn Drahos Zohfeld, via email – approves of School of Rock in Town but opposed to text amendment for the proposed location.**

Mayor Tompkins closed the Public Hearing at 6:57 P.M.

**Motion to deny the text amendment made by Meek;
Second by King;
Denial of text amendment passed unanimously.**

20. Discuss and consider approval of a commercial building permit and elevations for a proposed Dollar Tree store in the Cross Roads Retail Addition generally described as property located north of US Hwy 380 and east of Walmart Dr. in the Villages of Cross Roads Commercial development within the Town of Cross Roads. (2023-0524-02C)

**Building Official Rodney Patterson gave Staff briefing.
Linda Snapp spoke on behalf of Dollar Tree.**

**Motion to approve the commercial building permit and elevations made by Meek;
Second by Paus;
Passed unanimously.**

21. Discuss the proposed Fiscal Year 2023-2024 budget.
Town Administrator Kristi Gilbert gave the budget summary, and explained the Fiscal Year 2023-2024 budget will be on the September Council Agenda.
22. Discuss and consider a resolution of appointments to the Planning and Zoning Commission, Municipal Development District, and Parks and Recreation Board.

Motion to appoint the following to the Parks and Recreation Board made by Paus:

- **Seat 5 – Erika Cook**
- **Seat 7 – Damaris Combs**

**Second by King;
Passed unanimously.**

Motion to appoint the following to the Municipal Development District made by Meek:

- **Seat 2 – Ron King**

**Second by Housewright;
Passed unanimously.**

Motion to appoint the following to the Planning and Zoning Commission made by Meek:

- **Commissioner – Rick Hodge**

**Second by Zuczek;
Passed unanimously.**

23. Discuss and consider issues related to the Mill Creek Road project.
Mayor Tompkins and Halff Engineering gave an update on the Mill Creek Road project.
No action was taken.

EXECUTIVE SESSION

24. The Town Council may convene into Executive Session pursuant to Texas Government Code, annotated, Chapter 551, Subchapter D for the following:
- a. Section 551.087 Deliberation Regarding Economic Development Negotiations – Project Alpha, Project Bravo, Project Charlie and Project Delta
 - b. Section 551.074 Personnel – Police Chief Performance Evaluation
 - c. Section 551.074 Personnel Matters – Planning and Zoning Commission and Municipal Development District board appointments
25. Take action as may be necessary or appropriate on matters discussed in Executive Session.
Motion to approve the compensation changes for the Chief of Police consistent with the discussion held in Executive Session made by Housewright;
Second by Meek;
Passed unanimously.

ADJOURN – 8:33 P.M.

T. Lynn Tompkins, Jr., Mayor

Donna Butler, Town Secretary



Meeting Date:

September 18, 2023

Agenda Item:

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

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The attached financials are the unaudited financials as of August 31, 2023. These financials reflect the budget amendment approved by the Council at the July 10, 2023 Council meeting. The report is reflective of eleven months (91.7%) of the fiscal year. Most revenues should be tracking at 8.3% or lower, indicative of revenues at or exceeding budget projections. Most expenses should be tracking at 8.3% or higher, indicative of expenses at or lower than budget projections. Overall, general fund revenues are tracking at 1.95% and expenses are tracking at 16.0% with revenues exceeding expenses by \$132,249.20 for the month of August and \$1,085,067.01 for the fiscal year to date.

The August transaction detail includes a higher amount for Lease Payments for the Town Hall facility to transfer payments withheld due to conflicts with the lease into a payables account.

Recommended Action:

Staff recommends approval.

Attachments:

FY 23 Revenues and Expenditures as of August 31, 2023
August Transaction Detail

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

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							
-	343,228.04	3,764,179.81	3,838,900.00	74,720.19	1.95%	3,633,121.00	4,203,448.35
Revenue Totals	<u>343,228.04</u>	<u>3,764,179.81</u>	<u>3,838,900.00</u>	<u>74,720.19</u>	<u>1.95%</u>	<u>3,633,121.00</u>	<u>4,203,448.35</u>
Expense Summary							
110-Administration	94,655.16	1,308,801.67	1,504,979.00	196,177.33	13.04%	1,248,162.56	1,355,045.69
210-Municipal Court	2,669.75	35,729.18	48,717.50	12,988.32	26.66%	26,786.22	30,952.17
310-Police	102,516.89	1,200,549.53	1,428,500.00	227,950.47	15.96%	1,148,162.02	1,284,896.43
410-Parks & Recreation	2,296.19	14,333.65	32,000.00	17,666.35	55.21%	12,167.14	16,764.74
510-Community Development	0.00	400.00	2,000.00	1,600.00	80.00%	600.00	600.00
520-Inspection	1,952.77	32,823.09	57,500.00	24,676.91	42.92%	32,511.10	34,709.29
610-Public Works	6,888.08	86,475.68	116,000.00	29,524.32	25.45%	36,932.18	90,853.75
Expense Totals	<u>210,978.84</u>	<u>2,679,112.80</u>	<u>3,189,696.50</u>	<u>510,583.70</u>	<u>16.00%</u>	<u>2,505,321.22</u>	<u>2,813,822.07</u>
Revenues Over(Under) Expenditures	<u>132,249.20</u>	<u>1,085,067.01</u>	<u>649,203.50</u>	<u>0.00</u>	<u>0.00%</u>	<u>1,127,799.78</u>	<u>1,389,626.28</u>
710-Transfers Out	41,208.50	435,815.23	0.00	(435,815.23)	0.00%	2,641,045.26	1,742,979.53

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

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

<u>Sales Taxes</u>								
-40100	Sales Tax Revenue	288,372.98	3,003,847.42	3,050,000.00	46,152.58	1.51%	3,009,389.98	3,343,369.48
-40110	Mixed Beverage Tax Revenue	2,365.91	23,097.65	23,000.00	(97.65)	(0.42%)	20,008.51	24,075.62
	Total Sales Taxes	290,738.89	3,026,945.07	3,073,000.00	46,054.93	1.50%	3,029,398.49	3,367,445.10
<u>Franchise Taxes</u>								
-40120	Franchise Tax Telecom	686.42	3,387.45	3,500.00	112.55	3.22%	3,658.22	4,543.39
-40121	Franchise Tax Waste	1,831.67	25,131.76	26,000.00	868.24	3.34%	23,394.07	29,158.63
-40122	Franchise Tax Electric	0.00	142,345.37	141,000.00	(1,345.37)	(0.95%)	98,155.14	99,623.08
-40123	Franchise Tax Gas	0.00	28,533.85	28,500.00	(33.85)	(0.12%)	19,620.64	19,620.64
-40124	Franchise Tax Mustang SUD	8,651.62	30,394.08	28,500.00	(1,894.08)	(6.65%)	17,905.62	26,837.37
	Total Franchise Taxes	11,169.71	229,792.51	227,500.00	(2,292.51)	(1.01%)	162,733.69	179,783.11
<u>Licenses & Permits</u>								
-40200	Development/Plattng/Permit Fees	1,955.00	16,803.70	20,000.00	3,196.30	15.98%	32,139.79	32,878.32
-40201	Infrastructure Inspection Fees	14.00	95,029.41	72,000.00	(23,029.41)	(31.99%)	27,690.44	27,690.44
-40202	Residential Bldg Permits and Inspections	4,734.28	50,817.50	55,000.00	4,182.50	7.60%	114,924.59	120,209.72
-40203	Commercial Bldg Permits and Inspections	4,497.89	46,306.58	50,000.00	3,693.42	7.39%	53,829.30	54,204.30
-40204	Septic Permits and Fees	1,950.00	4,550.00	3,000.00	(1,550.00)	(51.67%)	6,440.00	7,090.00
-40206	Health Inspection and Fees	0.00	21,071.00	22,000.00	929.00	4.22%	16,058.00	16,058.00
-40207	Alcohol Permit/License	0.00	5,095.00	5,095.00	0.00	0.00%	1,455.00	1,455.00
-40208	Signs Permit and Fees	0.00	5,350.00	6,000.00	650.00	10.83%	4,250.00	4,250.00
	Total Licenses & Permits	13,151.17	245,023.19	233,095.00	(11,928.19)	(5.12%)	256,787.12	263,835.78
<u>Court Revenue</u>								
-40210	Municipal Court Fines	13,167.58	160,190.68	178,000.00	17,809.32	10.01%	176,371.94	190,009.27
	Total Court Revenue	13,167.58	160,190.68	178,000.00	17,809.32	10.01%	176,371.94	190,009.27
<u>Fines and Fees</u>								
-40300	Administrative Fees	2,368.58	24,002.89	24,000.00	(2.89)	(0.01%)	19,182.78	22,269.00

-40314 Credit Card Processing Fee	829.76	3,690.67	3,000.00	(690.67)	(23.02%)	2,917.96	3,136.16
-40330 Founder's Day Revenue	680.00	935.00	0.00	(935.00)	0.00%	0.00	0.00
-40425 Reimburse Services	115.00	115.00	0.00	(115.00)	0.00%	0.00	0.00
Total Fines and Fees	<u>3,993.34</u>	<u>28,743.56</u>	<u>27,000.00</u>	<u>(1,743.56)</u>	<u>(6.46%)</u>	<u>22,100.74</u>	<u>25,405.16</u>
Contributions							
-40304 MDD Contribution	0.00	22,250.00	27,605.00	5,355.00	19.40%	18,272.25	18,272.25
Total Contributions	<u>0.00</u>	<u>22,250.00</u>	<u>27,605.00</u>	<u>5,355.00</u>	<u>19.40%</u>	<u>18,272.25</u>	<u>18,272.25</u>
Investment Income							
-40306 Interest Revenue	8,487.35	45,398.36	40,000.00	(5,398.36)	(13.50%)	6,899.42	7,334.30
Total Investment Income	<u>8,487.35</u>	<u>45,398.36</u>	<u>40,000.00</u>	<u>(5,398.36)</u>	<u>(13.50%)</u>	<u>6,899.42</u>	<u>7,334.30</u>
Miscellaneous							
-40315 Miscellaneous Income	20.00	1,578.06	1,200.00	(378.06)	(31.51%)	4,852.60	7,465.68
Total Miscellaneous	<u>20.00</u>	<u>1,578.06</u>	<u>1,200.00</u>	<u>(378.06)</u>	<u>(31.51%)</u>	<u>4,852.60</u>	<u>7,465.68</u>
Donations							
-40455 Donations	2,500.00	17,950.00	18,000.00	50.00	0.28%	0.00	0.00
Total Donations	<u>2,500.00</u>	<u>17,950.00</u>	<u>18,000.00</u>	<u>50.00</u>	<u>0.28%</u>	<u>0.00</u>	<u>0.00</u>
Other Income							
-40610 Insurance Proceeds	0.00	13,842.51	13,500.00	(342.51)	(2.54%)	0.00	0.00
Total Other Income	<u>0.00</u>	<u>13,842.51</u>	<u>13,500.00</u>	<u>(342.51)</u>	<u>(2.54%)</u>	<u>0.00</u>	<u>0.00</u>
Transfers							
-40910 Transfers In	0.00	(27,534.13)	0.00	27,534.13	0.00%	(44,295.25)	143,897.70
Total Transfers	<u>0.00</u>	<u>(27,534.13)</u>	<u>0.00</u>	<u>27,534.13</u>	<u>0.00%</u>	<u>(44,295.25)</u>	<u>143,897.70</u>
Total	<u>343,228.04</u>	<u>3,764,179.81</u>	<u>3,838,900.00</u>	<u>74,720.19</u>	<u>1.95%</u>	<u>3,633,121.00</u>	<u>4,203,448.35</u>
Total Revenue	<u>343,228.04</u>	<u>3,764,179.81</u>	<u>3,838,900.00</u>	<u>74,720.19</u>	<u>1.95%</u>	<u>3,633,121.00</u>	<u>4,203,448.35</u>

100 - General	Department Expen	Current Month Expense/Rev	Year To Date Expense/Rev	Current Year Budget	Budget Balance Remaining	% Balance Remaining	Prior Year YTD Balance	Prior Year FY End Bal.
<u>110-Administration</u>								
<u>Personnel and Benefits</u>								
110-51101	Payroll Expenses: Wages	32,468.26	414,487.30	475,000.00	60,512.70	12.74%	370,697.03	408,986.22
110-51102	Overtime	0.00	360.18	800.00	439.82	54.98%	0.00	0.00
110-51105	Longevity Pay	0.00	908.00	950.00	42.00	4.42%	795.00	795.00
110-51109	Auto Allowance	150.00	1,650.00	1,800.00	150.00	8.33%	1,650.00	1,842.70
110-51210	Payroll Expenses: Company Contributions: Retirement	2,624.08	32,927.19	47,500.00	14,572.81	30.68%	27,613.66	30,888.62
110-51215	Payroll Expenses: Taxes	2,495.32	31,992.98	37,250.00	5,257.02	14.11%	28,545.33	32,004.82
110-51216	Employee Health Benefits	3,525.05	42,498.87	47,000.00	4,501.13	9.58%	36,740.68	39,869.20
110-51220	Workers Compensation	0.00	2,986.83	500.00	(2,486.83)	(497.37%)	4,460.96	4,460.96
110-51230	Unemployment	0.88	72.20	1,600.00	1,527.80	95.49%	349.92	351.78
110-51250	Mileage Reimbursements-Non Tax	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
110-51255	Miscellaneous Reimbursements	0.00	0.00	100.00	100.00	100.00%	0.00	0.00
	Total Personnel and Benefits	41,263.59	527,883.55	612,600.00	84,716.45	13.83%	470,852.58	519,199.30
<u>Supplies</u>								
110-52014	Office Supplies	307.66	2,882.22	6,500.00	3,617.78	55.66%	6,953.02	7,722.83
110-52030	Postage	0.00	611.23	1,250.00	638.77	51.10%	613.73	624.74
110-52100	Minor Tools and Equipment	577.28	4,614.83	5,500.00	885.17	16.09%	2,848.01	3,156.30
	Total Supplies	884.94	8,108.28	13,250.00	5,141.72	38.81%	10,414.76	11,503.87
<u>Contractual Services</u>								
110-53001	Accounting and Auditing Fees	0.00	13,843.75	15,000.00	1,156.25	7.71%	3,673.45	3,673.45
110-53002	Advertising and Promotion	0.00	7,306.44	12,000.00	4,693.56	39.11%	4,848.58	4,848.58
110-53004	Software	5,948.25	26,755.23	28,000.00	1,244.77	4.45%	26,102.72	34,175.22
110-53006	Codification Services	0.00	1,365.01	3,250.00	1,884.99	58.00%	0.00	1,680.00
110-53010	Property and Liability Insurance	0.00	3,424.64	3,425.00	0.36	0.01%	6,895.28	6,919.43
110-53012	Legal Fees	11,296.46	69,067.20	75,000.00	5,932.80	7.91%	67,327.85	84,951.31
110-53015	Dues and Subscriptions	0.00	818.94	1,000.00	181.06	18.11%	1,481.00	3,596.00
110-53016	Public Notices/Dues	139.54	1,816.00	2,500.00	684.00	27.36%	801.45	980.45
110-53022	Training and Travel	0.00	11,412.04	14,000.00	2,587.96	18.49%	12,079.40	12,161.90

110-53030 Credit Card Charge	229.21	2,639.15	3,000.00	360.85	12.03%	2,892.05	3,122.91
110-53033 Community Events	7,171.80	14,276.81	20,000.00	5,723.19	28.62%	0.00	0.00
110-53045 Lease and CAM Pmts - Town Hall	20,074.85	65,543.91	68,900.00	3,356.09	4.87%	54,639.72	58,186.49
110-53050 Careflite Services	0.00	1,536.00	2,000.00	464.00	23.20%	1,980.00	2,004.00
110-53055 City of Aubrey Library Fund	0.00	0.00	10,000.00	10,000.00	100.00%	0.00	10,000.00
110-53080 Engineering Services	2,085.20	4,206.92	30,000.00	25,793.08	85.98%	16,361.55	17,476.15
110-53083 Professional Services	2,430.00	53,124.39	83,500.00	30,375.61	36.38%	58,437.01	64,825.01
110-53110 Utilities	461.82	4,679.42	7,250.00	2,570.58	35.46%	4,893.37	5,574.19
110-53225 Interlocal Fire	0.00	452,300.00	452,300.00	0.00	0.00%	452,300.00	452,300.00
110-53610 Election Expense	0.00	3,803.15	4,200.00	396.85	9.45%	4,604.13	4,604.13
110-53800 Sales Tax Overpmt 12/21 to 5/25 Payback	1,692.00	18,612.00	20,304.00	1,692.00	8.33%	15,228.00	20,304.00
Total Contractual Services	51,529.13	756,531.00	855,629.00	99,098.00	11.58%	734,545.56	791,383.22
<u>Maintenance</u>							
110-54010 Building Maintenance/Cleaning	977.50	15,799.30	17,500.00	1,700.70	9.72%	6,043.56	6,523.56
110-54020 Vehicles Maintenance	0.00	479.54	1,500.00	1,020.46	68.03%	4,413.89	4,543.53
Total Maintenance	977.50	16,278.84	19,000.00	2,721.16	14.32%	10,457.45	11,067.09
<u>Capital Outlay</u>							
110-58007 Capital Improvements	0.00	0.00	4,500.00	4,500.00	100.00%	21,892.21	21,892.21
Total Capital Outlay	0.00	0.00	4,500.00	4,500.00	100.00%	21,892.21	21,892.21
Total Administration	94,655.16	1,308,801.67	1,504,979.00	196,177.33	13.04%	1,248,162.56	1,355,045.69
<u>.210-Municipal Court</u>							
<u>Personnel and Benefits</u>							
210-51101 Payroll Expenses: Wages	900.00	9,500.00	10,500.00	1,000.00	9.52%	5,600.00	6,098.50
210-51215 Payroll Expenses: Taxes	68.85	726.75	750.00	23.25	3.10%	420.75	481.95
210-51230 Unemployment	0.90	9.50	17.50	8.00	45.71%	6.30	7.10
Total Personnel and Benefits	969.75	10,236.25	11,267.50	1,031.25	9.15%	6,027.05	6,587.55
<u>Supplies</u>							
210-52014 Office Supplies	0.00	1,362.24	2,400.00	1,037.76	43.24%	1,651.45	1,789.40
210-52020 Court Supplies	0.00	100.47	750.00	649.53	86.60%	795.00	970.00
210-52030 Postage	0.00	515.00	1,700.00	1,185.00	69.71%	1,169.14	1,169.14
210-52100 Minor Tools and Equipment	0.00	295.47	1,000.00	704.53	70.45%	890.34	1,052.84
Total Supplies	0.00	2,273.18	5,850.00	3,576.82	61.14%	4,505.93	4,981.38

Contractual Services

210-53004 Software	0.00	7,236.00	7,500.00	264.00	3.52%	562.95	562.95
210-53015 Dues and Subscriptions	0.00	0.00	250.00	250.00	100.00%	88.00	88.00
210-53022 Training and Travel	0.00	0.00	300.00	300.00	100.00%	200.00	525.00
210-53075 Prosecutor	1,700.00	15,983.75	22,500.00	6,516.25	28.96%	15,202.29	18,007.29
210-53076 Jury	0.00	0.00	350.00	350.00	100.00%	0.00	0.00
210-53077 Interpreter	0.00	0.00	400.00	400.00	100.00%	200.00	200.00
210-53078 Arrest/Jail Fees	0.00	0.00	300.00	300.00	100.00%	0.00	0.00
Total Contractual Services	<u>1,700.00</u>	<u>23,219.75</u>	<u>31,600.00</u>	<u>8,380.25</u>	<u>26.52%</u>	<u>16,253.24</u>	<u>19,383.24</u>
Total Municipal Court	<u>2,669.75</u>	<u>35,729.18</u>	<u>48,717.50</u>	<u>12,988.32</u>	<u>26.66%</u>	<u>26,786.22</u>	<u>30,952.17</u>

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

Personnel and Benefits

310-51101 Payroll Expenses: Wages	67,434.73	731,969.16	845,000.00	113,030.84	13.38%	695,759.87	775,073.14
310-51102 Overtime	1,395.76	33,741.92	40,000.00	6,258.08	15.65%	26,495.08	30,964.48
310-51105 Longevity Pay	0.00	488.00	1,750.00	1,262.00	72.11%	400.00	400.00
310-51108 Incentive Pay	0.00	3,750.00	3,750.00	0.00	0.00%	0.00	(1,615.15)
310-51210 Payroll Expenses: Company Contributions: Retirement	5,692.28	62,243.08	83,500.00	21,256.92	25.46%	54,291.80	62,049.81
310-51215 Payroll Expenses: Taxes	5,265.53	58,900.97	71,500.00	12,599.03	17.62%	55,287.02	62,708.59
310-51216 Employee Health Benefits	8,071.59	86,269.36	102,500.00	16,230.64	15.83%	79,391.59	87,242.77
310-51220 Workers Compensation	0.00	34,060.53	35,000.00	939.47	2.68%	27,825.14	27,825.14
310-51230 Unemployment	0.00	102.87	500.00	397.13	79.43%	2,169.23	2,174.35
Total Personnel and Benefits	<u>87,859.89</u>	<u>1,011,525.89</u>	<u>1,183,500.00</u>	<u>171,974.11</u>	<u>14.53%</u>	<u>941,619.73</u>	<u>1,046,823.13</u>

Supplies

310-52005 Uniforms	0.00	4,484.88	7,500.00	3,015.12	40.20%	18,753.70	19,555.68
310-52010 Law Enforcement Supplies	64.00	3,636.89	4,000.00	363.11	9.08%	7,302.57	7,405.01
310-52014 Office Supplies	291.08	3,816.76	5,000.00	1,183.24	23.66%	5,129.83	5,595.16
310-52015 Evidence Supplies	0.00	1,500.86	2,000.00	499.14	24.96%	2,382.26	3,601.04
310-52030 Postage	0.00	1,150.25	1,500.00	349.75	23.32%	1,060.75	1,249.73
310-52050 Fuel	2,807.39	24,484.05	31,000.00	6,515.95	21.02%	30,040.14	36,118.06
310-52100 Minor Tools and Equipment	523.21	5,143.29	5,000.00	(143.29)	(2.87%)	5,698.92	7,873.72
Total Supplies	<u>3,685.68</u>	<u>44,216.98</u>	<u>56,000.00</u>	<u>11,783.02</u>	<u>21.04%</u>	<u>70,368.17</u>	<u>81,398.40</u>

Contractual Services

310-53004 Software	917.76	5,646.58	15,500.00	9,853.42	63.57%	1,371.92	1,371.92
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310-53010 Property and Liability Insurance	0.00	9,462.74	9,500.00	37.26	0.39%	5,634.02	5,829.39
310-53012 Legal Fees	0.00	0.00	2,500.00	2,500.00	100.00%	618.75	1,718.75
310-53015 Dues and Subscriptions	0.00	940.00	1,500.00	560.00	37.33%	365.00	365.00
310-53022 Training and Travel	400.00	6,505.84	9,500.00	2,994.16	31.52%	6,121.24	7,761.18
310-53033 Community Events	0.00	659.48	3,500.00	2,840.52	81.16%	4,704.67	5,145.24
310-53081 Information Technology Services	690.00	8,478.96	20,500.00	12,021.04	58.64%	13,623.00	14,698.00
310-53083 Professional Services	75.00	7,442.20	8,500.00	1,057.80	12.44%	16,916.80	18,891.80
310-53091 Landscaping	0.00	221.08	1,000.00	778.92	77.89%	0.00	631.97
310-53110 Utilities	785.26	7,818.94	10,000.00	2,181.06	21.81%	7,525.00	9,568.52
310-53130 Telephone Mobile	655.39	7,208.81	8,000.00	791.19	9.89%	6,966.28	7,622.01
310-53210 Animal Control	1,295.00	14,100.00	16,000.00	1,900.00	11.88%	12,650.00	14,950.00
310-53230 County Public Safety Contracts	0.00	29,981.11	30,000.00	18.89	0.06%	32,053.99	32,053.99
Total Contractual Services	<u>4,818.41</u>	<u>98,465.74</u>	<u>136,000.00</u>	<u>37,534.26</u>	<u>27.60%</u>	<u>108,550.67</u>	<u>120,607.77</u>
<u>Maintenance</u>							
310-54010 Building Maintenance/Cleaning	3,997.50	23,025.51	25,000.00	1,974.49	7.90%	12,405.88	14,298.73
310-54020 Vehicles Maintenance	2,155.41	23,315.41	28,000.00	4,684.59	16.73%	15,217.57	21,768.40
Total Maintenance	<u>6,152.91</u>	<u>46,340.92</u>	<u>53,000.00</u>	<u>6,659.08</u>	<u>12.56%</u>	<u>27,623.45</u>	<u>36,067.13</u>
Total Police	<u>102,516.89</u>	<u>1,200,549.53</u>	<u>1,428,500.00</u>	<u>227,950.47</u>	<u>15.96%</u>	<u>1,148,162.02</u>	<u>1,284,896.43</u>
<u>410-Parks & Recreation</u>							
<u>Contractual Services</u>							
410-53002 Advertising and Promotion	0.00	206.52	2,000.00	1,793.48	89.67%	0.00	0.00
410-53035 Park Events	890.50	5,018.29	10,500.00	5,481.71	52.21%	5,626.42	8,892.17
410-53110 Utilities	55.69	998.65	1,500.00	501.35	33.42%	585.72	847.57
Total Contractual Services	<u>946.19</u>	<u>6,223.46</u>	<u>14,000.00</u>	<u>7,776.54</u>	<u>55.55%</u>	<u>6,212.14</u>	<u>9,739.74</u>
<u>Maintenance</u>							
410-54030 Park Maintenance	1,350.00	8,110.19	18,000.00	9,889.81	54.94%	5,955.00	7,025.00
Total Maintenance	<u>1,350.00</u>	<u>8,110.19</u>	<u>18,000.00</u>	<u>9,889.81</u>	<u>54.94%</u>	<u>5,955.00</u>	<u>7,025.00</u>
Total Parks & Recreation	<u>2,296.19</u>	<u>14,333.65</u>	<u>32,000.00</u>	<u>17,666.35</u>	<u>55.21%</u>	<u>12,167.14</u>	<u>16,764.74</u>
<u>510-Community Development</u>							
<u>Contractual Services</u>							
510-53084 Code Enforcement Services	0.00	400.00	2,000.00	1,600.00	80.00%	600.00	600.00
Total Contractual Services	<u>0.00</u>	<u>400.00</u>	<u>2,000.00</u>	<u>1,600.00</u>	<u>80.00%</u>	<u>600.00</u>	<u>600.00</u>

Total Community Development	0.00	400.00	2,000.00	1,600.00	80.00%	600.00	600.00
<u>.520-Inspection</u> -----							
<u>Contractual Services</u>							
520-53080 Engineering Inspection Services	472.77	9,908.09	20,000.00	10,091.91	50.46%	9,931.10	10,449.29
520-53085 Res & Com Building Review & Insp	1,400.00	10,895.00	20,000.00	9,105.00	45.53%	8,800.00	8,800.00
520-53090 Sanitation Services	80.00	8,570.00	13,000.00	4,430.00	34.08%	13,780.00	15,460.00
520-53095 Fire Inspection Services	0.00	3,450.00	4,500.00	1,050.00	23.33%	0.00	0.00
Total Contractual Services	<u>1,952.77</u>	<u>32,823.09</u>	<u>57,500.00</u>	<u>24,676.91</u>	<u>42.92%</u>	<u>32,511.10</u>	<u>34,709.29</u>
Total Inspection	<u>1,952.77</u>	<u>32,823.09</u>	<u>57,500.00</u>	<u>24,676.91</u>	<u>42.92%</u>	<u>32,511.10</u>	<u>34,709.29</u>
<u>.610-Public Works</u> -----							
<u>Contractual Services</u>							
610-53060 Street Materials and Signs	0.00	5,406.77	8,000.00	2,593.23	32.42%	11,642.88	11,642.88
610-53065 Mowing and ROW Cleanup	6,814.95	45,108.15	55,000.00	9,891.85	17.99%	23,045.27	29,468.80
610-53070 Street Contract/Repairs	0.00	34,027.45	50,000.00	15,972.55	31.95%	181.66	47,381.66
610-53110 Utilities	73.13	1,933.31	3,000.00	1,066.69	35.56%	2,062.37	2,360.41
Total Contractual Services	<u>6,888.08</u>	<u>86,475.68</u>	<u>116,000.00</u>	<u>29,524.32</u>	<u>25.45%</u>	<u>36,932.18</u>	<u>90,853.75</u>
Total Public Works	<u>6,888.08</u>	<u>86,475.68</u>	<u>116,000.00</u>	<u>29,524.32</u>	<u>25.45%</u>	<u>36,932.18</u>	<u>90,853.75</u>
<u>.710-Transfers Out</u> -----							
<u>Capital Outlay</u>							
710-59100 Transfers Out	41,208.50	435,815.23	0.00	(435,815.23)	0.00%	2,641,045.26	1,742,979.53
Total Capital Outlay	<u>41,208.50</u>	<u>435,815.23</u>	<u>0.00</u>	<u>(435,815.23)</u>	<u>0.00%</u>	<u>2,641,045.26</u>	<u>1,742,979.53</u>
Total Transfers Out	<u>41,208.50</u>	<u>435,815.23</u>	<u>0.00</u>	<u>(435,815.23)</u>	<u>0.00%</u>	<u>2,641,045.26</u>	<u>1,742,979.53</u>
Total Expense	<u>252,187.34</u>	<u>3,114,928.03</u>	<u>3,189,696.50</u>	<u>74,768.47</u>	<u>2.34%</u>	<u>5,146,366.48</u>	<u>4,556,801.60</u>

Town of Cross Roads
Transaction Detail Report
8/1/2023 - 8/30/2023

100 - General

Account 100-110-51216

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/23/2023	8/23/2023	LTD ER covered - Sept 2023	Metlife	PY8182023	11737	134.08	0.00	134.08
					Total	134.08	0.00	

100 - General

Account 100-110-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	July 2023 charges: CRPD / Admin / ROW - Admin items purchased: pens, batteries, sign, envelopes, copy paper, paper towels, power supply, adapter	Amazon Capital Services	chg's thru 07-31-2	11704	281.46	0.00	281.46
					Total	281.46	0.00	

100 - General

Account 100-110-52100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Copies: CRPD cust 101342699 - Town cust 726102197 copies to 7/21/2023 - Town	Xerox Corporation	019405537	CRPD 11706	283.91	0.00	283.91
8/30/2023	8/30/2023	Service for 7/21/23 to 8/21/23 - printer copies -CRPD and for Town - Town	Xerox Corporation	019612831	CRPD/ 11757	293.37	0.00	577.28
					Total	577.28	0.00	

100 - General

Account 100-110-53004

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/30/2023	8/30/2023	Fundview annual subscription - renew G/L \$2703.75 A-P \$2163 Cash Recepting \$1081.50	FAST Inc	23-1303	11750	5,948.25	0.00	5,948.25
					Total	5,948.25	0.00	

100 - General

Account 100-110-53012

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Legal Fees to 7/25/2023 -	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023	11698	618.75	0.00	618.75
8/2/2023	8/2/2023	Legal Fees to 7/25/2023 -	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023	11698	68.75	0.00	687.50
8/2/2023	8/2/2023	Legal Fees to 7/25/2023 -	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023	11698	81.25	0.00	768.75

8/2/2023	8/2/2023	Legal Fees to 7/25/2023 -	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023	11698	5,231.25	0.00	6,000.00
8/2/2023	8/2/2023	Legal Fees to 7/25/2023	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023	11698	5,296.46	0.00	11,296.46
Total						<u>11,296.46</u>	<u>0.00</u>	

100 - General Account 100-110-53016

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Notice of Public Hearing - School of Rock	Denton Record-Chronicle	723635	11717	38.90	0.00	38.90
8/23/2023	8/23/2023	Inv 96618F29 -0001 Dev #2815 Public notice -0002 Dev #2798 Public notice - - 0001	Column Software PBC	96618F29 -0001	11742	50.32	0.00	89.22
8/23/2023	8/23/2023	Inv 96618F29 -0001 Dev #2815 Public notice -0002 Dev #2798 Public notice - - 0002	Column Software PBC	96618F29 -0001	11742	50.32	0.00	139.54
Total						<u>139.54</u>	<u>0.00</u>	

100 - General Account 100-110-53030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/1/2023	9/5/2023	Fee that Evolv chg's Town for CC pmts processed in month of July(chg hits following month \$608.40				608.40	0.00	608.40
8/1/2023	9/5/2023	Reverse GL-4600 - bad dollar amt - s/be \$\$229.21				0.00	608.40	0.00
8/2/2023	9/5/2023	Evolv service to process charge trans's-July fees deducted 1st of August				229.21	0.00	229.21
Total						<u>837.61</u>	<u>608.40</u>	

100 - General Account 100-110-53033

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/23/2023	8/29/2023	Crctn code TXJohns Inv 178200 not 100-410-53035 s-be 100-110-53033				263.93	0.00	263.93
8/30/2023	8/30/2023	Paid first 1/2 ACH pmt May 2023/now paying 2nd 1/2 Party Machine Band - Founder's Day 09/16/23	Emerald City Management LLC	acct 4880124954	11752	4,750.00	0.00	5,013.93
8/30/2023	8/30/2023	Paid first 1/2 w ck May 2023/now paying 2nd 1/2 staging/electric Sept 16 Founder's Day	Taylor's Rental Equipment Company	01-975960-03-2nd	11753	1,304.00	0.00	6,317.93
8/30/2023	8/30/2023	Paid fist 1/2 w/ck#11507-now paying 2nd 1/2-Founder's Day Restroom Trailer	Texas Johns	158934-2nd half	11754	853.87	0.00	7,171.80
Total						<u>7,171.80</u>	<u>0.00</u>	

100 - General

Account 100-110-53045

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/7/2023	8/7/2023	Cleaning fees 3 pmts FY 23 underpaid so JE to record last 3 mos underpmts in Liab acct 100-27040				2,400.00	0.00	2,400.00
8/7/2023	8/7/2023	Cleaning fees 10 pmts FY 23 underpaid so JE to record 10 mos underpmts in Liab acct 100-27040				12,155.00	0.00	14,555.00
8/23/2023	8/23/2023	Sept 2023 plus adjmt for rent increase retro to Aug 2023 - Lease & Cam Town Hall rent	West Crossroads LTD	2129	11738	3,562.21	0.00	18,117.21
8/23/2023	8/23/2023	Sept 2023 plus adjmt for rent increase retro to Aug 2023 - Lease & Cam Op'g Exp	West Crossroads LTD	2129	11738	1,842.72	0.00	19,959.93
8/23/2023	8/23/2023	Sept 2023 plus adjmt for rent increase retro to Aug 2023 - Prior period adjmt - August 2023 increase portion only here	West Crossroads LTD	2129	11738	114.92	0.00	20,074.85
Total						20,074.85	0.00	

100 - General

Account 100-110-53080

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/14/2023	8/14/2023	Half inv 10101535 July 2023 engineering charges	Half Associates, Inc.	10101535	11724	2,085.20	0.00	2,085.20
Total						2,085.20	0.00	

100 - General

Account 100-110-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Develop updates to zoning regulations - map up dates, site planning etc. (partial billing for total owed \$6600)	Mundo and Associates Inc.	08-03-2023	11720	2,000.00	0.00	2,000.00
8/23/2023	8/23/2023	Service month of August : CRPD, Admin PC and Cloud,Court PC and Cloud, IT services - Admin	Local Circuit	4389	11745	164.00	0.00	2,164.00
8/23/2023	8/23/2023	Service month of August : CRPD, Admin PC and Cloud,Court PC and Cloud, IT services - IT services	Local Circuit	4389	11745	266.00	0.00	2,430.00
Total						2,430.00	0.00	

100 - General

Account 100-110-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Town & CRPD phones : Town 60% - July 2023 / CRPD 40% - July 2023	Intermedia Inc.	2308119468	11718	248.73	0.00	248.73
8/23/2023	8/23/2023	Internet for Town Hall service to 9/5/2023	AT&T	314371029 to 9-0	11739	171.28	0.00	420.01

8/23/2023	8/23/2023	Service to 08/07/23 - Admin Phones & Hotspots/ CRPD Phones & Hotspots - Admin	AT&T Mobility	service to 08/07/211743		41.81	0.00	461.82
						Total	<u>461.82</u>	<u>0.00</u>

100 - General Account 100-110-53800

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/21/2023	8/21/2023	Record 100-40100 Rev with Sales Tax Overpmt Payback - 08/2023 Rev and Payback				1,692.00	0.00	1,692.00
						Total	<u>1,692.00</u>	<u>0.00</u>

100 - General Account 100-110-54010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Cleaning CRPD / Town Hall - to 8/03/23 Town Hall	Maid Up Cleaners LLC	cleaning to 08-03-11705		175.50	0.00	175.50
8/8/2023	8/8/2023	CRPD \$150 / court \$50 / Town Hall \$175.50 Cleanings to 08-10-2023	Maid Up Cleaners LLC	Cleaning thru 08-111719		175.50	0.00	351.00
8/8/2023	8/8/2023	CRPD \$150 / court \$50 / Town Hall \$175.50 Cleanings to 08-10-2023	Maid Up Cleaners LLC	Cleaning thru 08-111719		50.00	0.00	401.00
8/14/2023	8/14/2023	CRPD Cleanings \$150 / Town Hall Cleanings \$175.50 - thru 08/17/2023 - Town Hall	Maid Up Cleaners LLC	cleaning thru 08-111728		175.50	0.00	576.50
8/23/2023	8/23/2023	Cleaning to 8-24-23: CRPD, Court Chambers, Town Hall - Court Chambers	Maid Up Cleaners LLC	Cleaning to 08/24,11746		50.00	0.00	626.50
8/23/2023	8/23/2023	Cleaning to 8-24-23: CRPD, Court Chambers, Town Hall - Town Hall	Maid Up Cleaners LLC	Cleaning to 08/24,11746		175.50	0.00	802.00
8/30/2023	8/30/2023	Cleaning CRPD and Town to 8/31/23 - CRPD \$150 Town \$175.50	Maid Up Cleaners LLC	Cleaning to week 11755		175.50	0.00	977.50
						Total	<u>977.50</u>	<u>0.00</u>

100 - General Account 100-210-53075

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Legal Fees to 7/25/2023 - Court	Boyle & Lowry, L.L.P.	Stmt to 7/25/2023:11698		1,700.00	0.00	1,700.00
						Total	<u>1,700.00</u>	<u>0.00</u>

100 - General Account 100-310-51216

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
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8/23/2023	8/23/2023	LTD ER covered - CRPD Sept 2023	Metlife	PY8182023	11737	268.09	0.00	268.09
						Total	268.09	0.00

100 - General Account 100-310-52010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Drug screen - new hire (DOS 03-10-2023)	CommunityMed PLLC	259	11710	64.00	0.00	64.00
						Total	64.00	0.00

100 - General Account 100-310-52014

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	July 2023 charges: CRPD / Admin / ROW - CRPD items purchased: paper towels, file folders, docking station, cable cord, copy paper	Amazon Capital Services	chg's thru 07-31-2	11704	291.08	0.00	291.08
						Total	291.08	0.00

100 - General Account 100-310-52050

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Fuel - month of July 2023 CRPD charges	WEX Bank	July charges	11714	2,807.39	0.00	2,807.39
						Total	2,807.39	0.00

100 - General Account 100-310-52100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Copies: CRPD cust 101342699 - Town cust 726102197 copies to 7/21/2023 - CRPD	Xerox Corporation	019405537 CRPD	11706	261.20	0.00	261.20
8/30/2023	8/30/2023	Service for 7/21/23 to 8/21/23 - printer copies -CRPD and for Town - CRPD	Xerox Corporation	019612831 CRPD/	11757	262.01	0.00	523.21
						Total	523.21	0.00

100 - General Account 100-310-53004

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/15/2023	8/15/2023	annual bill - begins 09/08/2023 - software for Personell Mgmt	Target Solutions Learning	79903	11730	917.76	0.00	917.76
						Total	917.76	0.00

100 - General

Account 100-310-53022

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/15/2023	8/15/2023	Haley Holbert - 9/18 thru 9/22/23 conference: Women of Law Enforcement - registr fee Fort Worth TX	Women of Law Enforcement	conference 9/18 - 11731		400.00	0.00	400.00
Total						<u>400.00</u>	<u>0.00</u>	

100 - General

Account 100-310-53081

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/23/2023	8/23/2023	Service month of August : CRPD, Admin PC and Cloud,Court PC and Cloud, IT services - CRPD	Local Circuit	4389	11745	690.00	0.00	690.00
Total						<u>690.00</u>	<u>0.00</u>	

100 - General

Account 100-310-53083

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Computer search service - month of July 2023	Transunion Risk and Alternative Data Solutions Inc	6265812-202307-	11713	75.00	0.00	75.00
Total						<u>75.00</u>	<u>0.00</u>	

100 - General

Account 100-310-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	acct 0020081400002-Parks / acct 020077400001-CRPD - CRPD	Mustang Special Utility District	CRPD water to 7/11	11701	37.23	0.00	37.23
8/8/2023	8/8/2023	Town & CRPD phones : Town 60% - July 2023 / CRPD 40% - July 2023	Intermedia Inc.	2308119468	11718	165.82	0.00	203.05
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2762 CRPD	CoServ	service thru 07/27	11716	405.26	0.00	608.31
8/14/2023	8/14/2023	CRPD internet service to 7-31-2023	ACC Business	232120465	11726, 11727	176.95	0.00	785.26
Total						<u>785.26</u>	<u>0.00</u>	

100 - General

Account 100-310-53130

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/23/2023	8/23/2023	Service to 08/07/23 - Admin Phones & Hotspots/ CRPD Phones & Hotspots - CRPD	AT&T Mobility	service to 08/07/2	11743	655.39	0.00	655.39
Total						<u>655.39</u>	<u>0.00</u>	

100 - General

Account 100-310-53210

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Animal control - service for month July 2023	All American Dogs	5212	11709	1,295.00	0.00	1,295.00
Total						<u>1,295.00</u>	<u>0.00</u>	

100 - General

Account 100-310-54010

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Replace bad compressor: Rheem and contactor and thermostat - RPNL-049JAZ serial# 7859W211219584	ACE Heating & Air Conditioning, Inc.	37343	11699	3,122.00	0.00	3,122.00
8/2/2023	8/2/2023	Cleaning CRPD / Town Hall - to 8/03/23 CRPD	Maid Up Cleaners LLC	cleaning to 08-03-11705		150.00	0.00	3,272.00
8/8/2023	8/8/2023	CRPD Lawn Applic #4 (CRPD only does applic 1, 2, 4, 5)	Granulawn	114131	11711	125.50	0.00	3,397.50
8/8/2023	8/8/2023	CRPD \$150 / court \$50 / Town Hall \$175.50 Cleanings to 08-10-2023	Maid Up Cleaners LLC	Cleaning thru 08-111719		150.00	0.00	3,547.50
8/14/2023	8/14/2023	CRPD Cleanings \$150 / Town Hall Cleanings \$175.50 - thru 08/17/2023 - CRPD	Maid Up Cleaners LLC	cleaning thru 08-111728		150.00	0.00	3,697.50
8/23/2023	8/23/2023	Cleaning to 8-24-23: CRPD, Court Chambers, Town Hall - CRPD	Maid Up Cleaners LLC	Cleaning to 08/24,11746		150.00	0.00	3,847.50
8/30/2023	8/30/2023	Cleaning CRPD and Town to 8/31/23 - CRPD \$150 Town \$175.50	Maid Up Cleaners LLC	Cleaning to week 11755		150.00	0.00	3,997.50
Total						<u>3,997.50</u>	<u>0.00</u>	

100 - General

Account 100-310-54020

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Acct 53186 stmt to 7/31/2023: 4 tires on 2020 Chev / 2 tires on 2018 Chev - 2020 Chev - Inv 8756721	The Reinalt-Thomas Corp.	8756721 / 8759687	11703	816.00	0.00	816.00
8/2/2023	8/2/2023	Acct 53186 stmt to 7/31/2023: 4 tires on 2020 Chev / 2 tires on 2018 Chev - 2018 Chev - Inv 8759687	The Reinalt-Thomas Corp.	8756721 / 8759687	11703	408.00	0.00	1,224.00
8/2/2023	8/2/2023	2018 Chev - Headlight LED strip	Providence Automotive LLC	7738	11702	159.00	0.00	1,383.00
8/15/2023	8/15/2023	2018 Chev Tahoe - Oil Change	Fifth Gear	5000428	11729	89.44	0.00	1,472.44
8/23/2023	8/23/2023	2016 Chev Tahoe - Front Brakes: Pads and Rotors	Fifth Gear	5000353	11744	682.97	0.00	2,155.41
Total						<u>2,155.41</u>	<u>0.00</u>	

100 - General

Account 100-410-53035

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	4 week Rental - 8/2/23 to 8/29/23 - Parks	Texas Johns	175328	11708	89.25	0.00	89.25
8/8/2023	8/8/2023	Total inv \$1423.99 - - 50% required for Sept 30 event - - \$711.99 remains due for Movie in the Park	Thomas & Braun LLC	17186229	511712	712.00	0.00	801.25
8/23/2023	8/23/2023	Founder's Day handwash station (Qty 3) 9/16/2023	Texas Johns	178200	11741	263.93	0.00	1,065.18

8/23/2023	8/29/2023	Crctn code TXJohns Inv 178200 not 100-410-53035 s-be 100-110- 53033				0.00	263.93	801.25
8/30/2023	8/30/2023	4 Week rental - 8/30 to 9/26/23	Texas Johns	178882	11751	89.25	0.00	890.50
Total						<u>1,154.43</u>	<u>263.93</u>	

100 - General Account 100-410-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	acct 0020081400002-Parks / acct 020077400001-CRPD - Parks	Mustang Special Utility District	CRPD water to 7/11	11701	29.96	0.00	29.96
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2764 parks	CoServ	service thru 07/27	11716	25.73	0.00	55.69
Total						<u>55.69</u>	<u>0.00</u>	

100 - General Account 100-410-54030

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Deep root feeding and bore treatment	MD Golden Tree	192768	11723	400.00	0.00	400.00
8/14/2023	8/14/2023	Service for 2 weeks beginning 8/09/2023 - Mow Park	North Texas Mow & Weed Control	4046	11725	300.00	0.00	700.00
8/21/2023	8/21/2023	General Tree Work for Parks Dept - Pruning , cleanup	MD Golden Tree	192836	11734	350.00	0.00	1,050.00
8/23/2023	8/23/2023	Mowing Service for 2 weeks beginning 08/23/2023	North Texas Mow & Weed Control	4328	11747	300.00	0.00	1,350.00
Total						<u>1,350.00</u>	<u>0.00</u>	

100 - General Account 100-520-53080

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/14/2023	8/14/2023	Halff inv 10101535 July 2023 engineering charges	Halff Associates, Inc.	10101535	11724	472.77	0.00	472.77
Total						<u>472.77</u>	<u>0.00</u>	

100 - General Account 100-520-53085

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Inspections in June 2023 - Residential - Qty 20 at \$70	SAFEbuilt LLC	100775	11722	1,400.00	0.00	1,400.00
Total						<u>1,400.00</u>	<u>0.00</u>	

100 - General Account 100-520-53090

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Health Inspection - Rice Pot Express - inspected on 06/09/23	John Glover	8-01-23	11707	80.00	0.00	80.00
Total						<u>80.00</u>	<u>0.00</u>	

100 - General

Account 100-610-53065

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/2/2023	8/2/2023	Contract for period 07-17-23 to 07/28/23	Billy Joe Lerma	Contract for period	11700	2,500.00	0.00	2,500.00
8/2/2023	8/2/2023	July 2023 charges: CRPD / Admin / ROW - ROW purchased: stencils for streets	Amazon Capital Services	chg's thru 07-31-23	11704	64.95	0.00	2,564.95
8/16/2023	8/16/2023	8.11.23 Pay	Billy Joe Lerma	8.11.23	11732	2,500.00	0.00	5,064.95
8/29/2023	8/29/2023	Contract for period 08-14-23 to 08-18-23 / Billy out wk of 08/21 but worked 35 hrs this contract week	Billy Joe Lerma	worked 35 of 50 h	11749	1,750.00	0.00	6,814.95
Total						<u>6,814.95</u>	<u>0.00</u>	

100 - General

Account 100-610-53110

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2769	CoServ	service thru 07/27	11716	11.21	0.00	11.21
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2767	CoServ	service thru 07/27	11716	30.96	0.00	42.17
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2766	CoServ	service thru 07/27	11716	15.48	0.00	57.65
8/8/2023	8/8/2023	Electric to 07/27/2023 - acct 2765	CoServ	service thru 07/27	11716	15.48	0.00	73.13
Total						<u>73.13</u>	<u>0.00</u>	

100 - General

Account 100-710-59100

Post Date	Tran Date	Line Description	Vendor	Invoice #	Check #	Debit	Credit	Balance
8/29/2023	8/29/2023	Trsf Out debit - 14.29% of \$\$ credited to 100-40100 Aug/ 2023 to 100-40100 Revenue moved to 370-10054 Bk acct xxx8122				41,208.50	0.00	41,208.50
Total						<u>41,208.50</u>	<u>0.00</u>	



Meeting Date:

September 18, 2023

Agenda Item:

Consider approval of a resolution adopting a pay plan for the 2024 Fiscal Year for Town employees.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

During budget discussions, the Council agreed to fund a 3% cost of living adjustment (COLA) for all employees. With this decision, it is appropriate to adjust the Town's pay plan to include this increase to ensure we are hiring in new employees at market rates. Additionally, the Police Step Plan should reflect the COLA. The appropriate method to formalize these actions is by resolution. The pay plan should be reviewed annually, in conjunction with the budget, to determine the pay scales are in line with the goals the Council has established to keep salaries competitive. Typically, the plan would be adopted or amended at the same meeting as the adoption of the budget. The adjustments are reflected in the proposed FY 2024 budget.

Recommended Action:

Approval of a resolution adopting a Pay Plan for Town employees with a 3% cost of living increase effective with the first pay period in Fiscal Year 2024.

Attachments:

Proposed Resolution

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

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CROSS
ROADS, TEXAS ADOPTING THE FISCAL YEAR 2024 PAY AND STEP
PLAN SCHEDULE FOR THE TOWN OF CROSS ROADS.**

WHEREAS, the Town of Cross Roads’ intent is to maintain a compensation system that establishes fair and equitable compensation within the organization, reflects relevant market conditions outside the organization and is maintained in accordance with best business practices; and

WHEREAS, the Town Council is fully supportive and committed to implementing and maintaining a pay for performance system and agrees to appropriately fund.

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

Section 1. THAT, the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Section 2. THAT, the Town Council hereby adopts the FY 24 Pay and Step Plan Schedule attached as Exhibit “A”, with an effective date of the first pay period in Fiscal Year 2024.

Section 3. THAT, it is the intention of the Town Council to promote employees to the next appropriate step only upon completion of a successful performance evaluation as determined by the Town Administrator or Police Chief.

AND IT IS SO RESOLVED.

PASSED AND APPROVED this the 18th day of September 2023.

TOWN OF CROSS ROADS, TEXAS

T. Lynn Tompkins, Jr., Mayor

ATTEST:

Donna Butler, Town Secretary

APPROVED AS TO FORM:

Town Attorney

EXHIBIT "A"

FY 24 PAY SCHEDULE

NON-SWORN EMPLOYEES

Grade	FLSA Status	Job Title	Basis	Minimum	Midpoint	Maximum
100	NE	Intern	A	\$32,101.67	\$38,522.00	\$44,942.33
			M	\$2,675.14	\$3,210.17	\$3,745.19
			B	\$1,234.68	\$1,481.62	\$1,728.55
			H	\$15.43	\$18.52	\$21.61
101			A	\$33,706.75	\$40,448.10	\$47,189.45
			M	\$2,808.90	\$3,370.68	\$3,932.45
			B	\$1,296.41	\$1,555.70	\$1,814.98
			H	\$16.21	\$19.45	\$22.69
102			A	\$35,392.09	\$42,470.51	\$49,548.92
			M	\$2,949.34	\$3,539.21	\$4,129.08
			B	\$1,361.23	\$1,633.48	\$1,905.73
			H	\$17.02	\$20.42	\$23.82
103			A	\$37,161.69	\$44,594.03	\$52,026.37
			M	\$3,096.81	\$3,716.17	\$4,335.53
			B	\$1,429.30	\$1,715.16	\$2,001.01
			H	\$17.87	\$21.44	\$25.01
104	NE	Permit Tech	A	\$39,019.78	\$46,823.73	\$54,627.69
	NE	Communications Coordinator	M	\$3,251.65	\$3,901.98	\$4,552.31
	NE	Administrative Assistant	B	\$1,500.76	\$1,800.91	\$2,101.06
			H	\$18.76	\$22.51	\$26.26
105			A	\$40,970.77	\$49,164.92	\$57,359.07
			M	\$3,414.23	\$4,097.08	\$4,779.92
			B	\$1,575.80	\$1,890.96	\$2,206.12
			H	\$19.70	\$23.64	\$27.58
106			A	\$43,019.30	\$51,623.16	\$60,227.02
			M	\$3,584.94	\$4,301.93	\$5,018.92
			B	\$1,654.59	\$1,985.51	\$2,316.42
			H	\$20.68	\$24.82	\$28.96
107	NE	Records Technician	A	\$45,170.27	\$54,204.32	\$63,238.38
			M	\$3,764.19	\$4,517.03	\$5,269.86
			B	\$1,737.32	\$2,084.78	\$2,432.25
			H	\$21.72	\$26.06	\$30.40
108	NE	Accounting Tech/Payroll Specialist	A	\$47,428.78	\$56,914.54	\$66,400.30
			M	\$3,952.40	\$4,742.88	\$5,533.36
			B	\$1,824.18	\$2,189.02	\$2,553.86
			H	\$22.80	\$27.36	\$31.92
109			A	\$49,800.22	\$59,760.27	\$69,720.31
			M	\$4,150.02	\$4,980.02	\$5,810.03
			B	\$1,915.39	\$2,298.47	\$2,681.55
			H	\$23.94	\$28.73	\$33.52

Grade	FLSA Status	Job Title	Basis	Minimum	Midpoint	Maximum
110	NE	Deputy Town Secretary	A	\$52,290.23	\$62,748.28	\$73,206.33
			M	\$4,357.52	\$5,229.02	\$6,100.53
			B	\$2,011.16	\$2,413.40	\$2,815.63
			H	\$25.14	\$30.17	\$35.20
111			A	\$54,904.74	\$65,885.69	\$76,866.64
			M	\$4,575.40	\$5,490.47	\$6,405.55
			B	\$2,111.72	\$2,534.07	\$2,956.41
			H	\$26.40	\$31.68	\$36.96
112	E	Court Administrator	A	\$57,649.98	\$69,179.98	\$80,709.97
			M	\$4,804.17	\$5,765.00	\$6,725.83
			B	\$2,217.31	\$2,660.77	\$3,104.23
			H	\$27.72	\$33.26	\$38.80
113	E	Building Official	A	\$60,532.48	\$72,638.98	\$84,745.47
	E	Town Secretary	M	\$5,044.37	\$6,053.25	\$7,062.12
			B	\$2,328.17	\$2,793.81	\$3,259.44
			H	\$29.10	\$34.92	\$40.74
114			A	\$63,559.10	\$76,270.93	\$88,982.75
			M	\$5,296.59	\$6,355.91	\$7,415.23
			B	\$2,444.58	\$2,933.50	\$3,422.41
			H	\$30.56	\$36.67	\$42.78
115			A	\$66,737.06	\$80,084.47	\$93,431.88
			M	\$5,561.42	\$6,673.71	\$7,785.99
			B	\$2,566.81	\$3,080.17	\$3,593.53
			H	\$32.09	\$38.50	\$44.92
Contract	E	Town Administrator	A	Determined by contract		
	E	Police Chief				

FY 24 POLICE STEP PLAN

Annual Salary Based on 2080

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Recruit	\$ 66,950.00					
Officer	\$ 71,070.00	\$ 73,912.80	\$ 76,869.31	\$ 79,944.08	\$ 83,141.85	\$ 86,467.52
Sergeant	\$ 91,155.00	\$ 94,801.20	\$ 98,593.25			

Hourly

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Recruit	\$ 32.19					
Officer	\$ 34.17	\$ 35.54	\$ 36.96	\$ 38.43	\$ 39.97	\$ 41.57
Sergeant	\$ 43.82	\$ 45.58	\$ 47.40			



Meeting Date:

September 18, 2023

Agenda Item:

Consider approval of an ordinance amending Chapter 8, Article 8.10 Curfew Hours for Minors by repealing the Town's Juvenile Curfew Ordinance in response to House Bill 1819 effective September 1, 2023.

Prepared by:

Kristi Gilbert, Town Administrator
Shaun Short, Police Chief

Description:

The Town Council originally adopted the Juvenile Curfew Ordinance on March 17, 2014 and has extended it as required by law. During the 2023 legislative session, the Texas Legislature adopted House Bill 1819 to prohibit a political subdivision such as Cross Roads from adopting or enforcing an order, ordinance or other measure that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age, except for curfews implemented under Chapter 418 of the Texas Government Code for purposes of emergency management.

As a point of reference, since the Cross Roads Police Department was established on October 1, 2021, the Police Department has not written any citations for violation of the juvenile curfew ordinance.

Recommendation:

Staff recommends approval ordinance repealing the juvenile curfew.

Attachments:

Proposed Ordinance

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

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF CROSS ROADS, TEXAS CHAPTER 8 (OFFENSES AND NUISANCES), ARTICLE 8.10 (CURFEW HOURS FOR MINORS); REPEALING ORDINANCE NOS. 2017-0918-01 AND 2014-0317-02; REPEALING THE TOWN'S JUVENILE CURFEW ORDINANCE IN RESPONSE TO HOUSE BILL 1819, EFFECTIVE SEPTEMBER 1, 2023; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Cross Roads, Texas previously adopted a juvenile curfew ordinance as authorized by state law to help protect the public health, safety and welfare of the Town of Cross Roads, Texas; and,

WHEREAS, during the 2023 legislative session, the Texas Legislature adopted House Bill 1819 to prohibit a political subdivision such as Cross Roads from adopting or enforcing an order, ordinance or other measure that imposes a curfew to regulate the movements or actions of persons younger than 18 years of age, except for curfews implemented under Chapter 418 of the Texas Government Code for purposes of emergency management; and

WHEREAS, House Bill 1819 is effective September 1, 2023; and,

WHEREAS, the Town Council therefore finds that it is necessary to amend Chapter 8, (Offenses and Nuisances) Article 8.10 (Curfew Hours for Minors) of the Code of Ordinance and to repeal Ordinance Nos. 2017-0918-01 AND 2014-0317-02 to comply with the new state law; and,

WHEREAS, the Town of Cross Roads, Texas, has complied with all legal requirements as required by law; and,

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

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

SECTION 1. That the findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2. Chapter 8, (Offenses and Nuisances) Article 8.10 (Curfew Hours for Minors) is hereby amended as follows:

“ARTICLE 8.10 RESERVED
CURFEW HOURS FOR MINORS

Section 8.10.001 Definitions.

For the purposes of this article, the following words shall have the following meanings, except where the context clearly indicates a different meaning.

Curfew hours. ~~Any time between the hours of 11:00 p.m. on any Sunday, Monday, Tuesday, Wednesday, or Thursday until 6:00 a.m. on the following day; and 12:01 a.m. until 6:00 a.m. on any Saturday or Sunday.~~

Emergency. ~~An unforeseen combination of circumstances or the resulting state that calls for immediate action to respond to or prevent danger. The term includes, but is not limited to a fire, a natural disaster, an automobile accident, or any situation requiring immediate action to prevent serious bodily injury or loss of life.~~

Establishment. ~~Any place of business to which the public is invited, including, but not limited to any place of amusement or entertainment.~~

Guardian.

- (1) ~~A person who, under court order, is the guardian of a minor; or~~
- (2) ~~A public or private agency with whom a minor has been placed by a court.~~

Minor. ~~Any person under seventeen (17) years of age.~~

Operator. ~~Any individual, firm, association, partnership, corporation or other legal entity operating, managing, or conducting any establishment. The term includes the members or partners of an association or partnership and the officers of a corporation.~~

Parent. ~~A person who is:~~

- (1) ~~A natural parent, adoptive parent, or step-parent of another person; or~~
- (2) ~~At least eighteen (18) years of age and authorized by a parent or guardian to have the care and custody of a minor.~~

Police department. ~~The Northeast Police Department or any successor thereto.~~

Public place. ~~Any place to which the public or a substantial group of the public has access and includes, but is not limited to streets, highways, and the common areas of schools, hospitals, apartment houses, office buildings, transport facilities, restaurants, theaters, game rooms, and shops, shopping centers or any other place that offers for sale services or merchandise.~~

Remain. ~~To:~~

- (1) ~~Linger or stay; or~~
- (2) ~~Fail to leave premises when requested to do so by a police officer, the owner, operator, or other person in control of the premises.~~

~~Serious bodily injury. Bodily injury that creates a substantial risk of death or that causes death, serious permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.~~

Section 8.10.002 Offenses.

- ~~(a) A minor commits an offense if he knowingly remains in any public place or on the premises of any establishment within the town during curfew hours.~~
- ~~(b) A parent or guardian of a minor commits an offense if he knowingly permits, or by insufficient control allows, the minor to remain in any public place or on the premises of any establishment within the town during curfew hours.~~
- ~~(c) The owner, operator, or any employee of an establishment commits an offense if he knowingly allows a minor to remain upon the premises of the establishment during curfew hours.~~

Section 8.10.003 Defenses.

- ~~(a) It is a defense to prosecution under section 8.10.002 that the minor was:
 - ~~(1) Accompanied by the minor's parent or guardian or accompanied by another adult approved by the parent or guardian;~~
 - ~~(2) On an errand at the direction of the minor's parent or guardian, without any detour or stop;~~
 - ~~(3) In a motor vehicle involved in intrastate or interstate travel or transportation through which passage through the curfew area is the most direct route;~~
 - ~~(4) Engaged in an employment activity, or going to or returning home from an employment activity, without any detour or stop;~~
 - ~~(5) Involved in an emergency;~~
 - ~~(6) On an errand made necessary by an illness, injury or medical emergency;~~
 - ~~(7) On the sidewalk abutting the minor's residence or abutting the residence of a next door neighbor if the neighbor did not complain to the police department about the minor's presence;~~
 - ~~(8) Attending an official school, religious, or recreational activity supervised by adults and/or sponsored by the town, a civic organization or other similar entity that takes responsibility for the minor, or going to or returning home from, without any detour or stop, such an activity;~~
 - ~~(9) Exercising First Amendment rights protected by the United States Constitution, such as the free exercise of religion, freedom of speech, and the right of assembly; or~~
 - ~~(10) Married or had disabilities of minority removed in accordance with chapter 31 of the Texas Family Code.~~~~
- ~~(b) It is a defense to prosecution under section 8.10.002(c) that the owner, operator, or employee of an establishment promptly notified the police department that a minor was present on the premises of the establishment during curfew hours and refused to leave.~~

Section 8.10.004 Enforcement.

~~Before taking any enforcement action under this section, a police officer shall ask the apparent offender's age and the reason for being at the location. The officer shall not issue a citation or detain the minor under this article unless the officer reasonably believes that an offense has occurred and that, based on any response and other circumstances, no defense in section 8.10.003 is present.~~

Section 8.10.005 Penalties.

- ~~(a) A person who violates a provision of this article shall, upon conviction, be punished by a fine not to exceed \$500.00.~~
- ~~(b) When required by section 51.08 of the Texas Family Code, as amended, the municipal court shall waive original jurisdiction over a minor who violates this article and shall refer the minor to juvenile court.~~
- ~~(c) In assessing punishment for either a parent or minor, municipal court judges are encouraged to consider a community service program. “~~

SECTION 3. That Ordinance Nos. 2017-0918-01 AND 2014-0317-02 are hereby repealed in their entirety and that all ordinances of the Town of Cross Roads, Texas, in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the Town not in conflict with the provisions of the ordinance shall remain in full force and effect.

SECTION 4. That should any section, paragraph, sentence, subdivision, clause, phrase or provision of this ordinance be adjudged or 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 hereof other than the part so decided to be unconstitutional, illegal, or invalid and shall not affect the validity of the remainder of this ordinance or any other provision of the Code of Ordinances of the Town of Cross Roads.

SECTION 5. That this ordinance shall take effect immediately from and after its passage and the publication of the caption as the law in such cases provides.

DULY ADOPTED by the Town Council of Cross Roads, Texas on the **18th** day of **September, 2023**.

APPROVED:

MAYOR

ATTEST:

TOWN SECRETARY

APPROVED AS TO FORM:

ATTORNEY



Meeting Date:

September 18, 2023

Agenda Item:

Consider approval of an ordinance amending the Town of Cross Roads Master Fee Schedule.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Town's fee schedule should be reviewed at least every couple of years to evaluate whether the Town is covering the costs of providing permit and development reviews. During the last legislative session, House Bill 3492 was adopted which prohibits certain value-based fees and requires fees to be imposed based on actual costs. One example is the costs associated with the inspection of infrastructure. The Town has previously charged a fee equal to four percent (4%) of the land development costs. As of September 1st, the Town is no longer to assess a fee in this manner. Many municipalities are trying to determine the best way to estimate the appropriate fee and how to assess it. Some are charging an amount based on the number of sheets in the plan set, others are requiring deposits and drawing down on the deposit based on the weighted staff cost of performing the reviews and inspections. Due to the limited timeframe Staff had to review cost methods, we are proposing the deposit method. We will evaluate this method as we process permits to determine if we can find another appropriate method to identify costs.

Staff has also been spending significantly more time in the review of development applications. We have attempted to identify the number of man hours (in 15-minute increments) spent answering questions on submitted applications, responding to comments, establishing case files, following up with third-party reviews, preparing meeting packets and closing out projects. The proposed changes reflect the actual cost of processing the applications based on a sampling of projects. Staff has not compared these fees to surrounding jurisdictions. The primary reason is due to the fact that other municipalities are able to absorb some of the staff costs due to the receipt of property tax dollars. Since Cross Roads does not assess property taxes, it is important that the individual/company that is utilizing the services pays the appropriate associated cost in order to help maintain the Town's property tax free status.

Inspection related fees for building permits have gone up slightly due to increased costs associated with the inspections from our third-party contractor. Additionally, with the transition to a new health inspector, those fees have increased as well.

Staff was careful to balance the fees for residents with the cost associated for services. While the fees may go up slightly, they are still far less than what it would ultimately cost of property taxes were assessed.



COUNCIL AGENDA BRIEFING SHEET

Item 13 p. 2 of 15

Staff Recommended Action:

Staff recommends approval of the ordinance amending the fee schedule.

Attachments:

Ordinance

TOWN OF CROSS ROADS
ORDINANCE NO. 2023-

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING APPENDIX A “FEE SCHEDULE” OF THE TOWN OF CROSS ROADS CODE OF ORDINANCES BY REPEALING IT IN ITS ENTIRETY AND ADOPTING A NEW FEE SCHEDULE FOR THE TOWN OF CROSS ROADS; PROVIDING A PENALTY FOR A VIOLATION PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Cross Roads, Texas is a Type A General Law Municipality; and,

WHEREAS, the Town Council of the Town of Cross Roads finds it necessary for the public health, safety and welfare that development occur in a controlled and order manner; and

WHEREAS, the Town has conducted a review and a consolidation of certain fees for licenses, permits, inspections and services provided by the Town; and

WHEREAS, the Town Council finds it necessary to repeal the current Fee Schedule in Appendix “A” of the Town of Cross Roads Code of Ordinances in it’s entirety; and,

WHEREAS, the Town Council finds it necessary to consolidate the fees collected for licenses, permits, inspection and services provided by the Town into a new Appendix “A” of the Town of Cross Roads Code of Ordinances.

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

SECTION 1. That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2. That Appendix A of the Town of Cross Roads Code of Ordinances be repealed in its entirety and replaced with a new Appendix A attached as Exhibit “A” and is incorporated herein as if copied in its entirety.

SECTION 3. That this Ordinance shall be cumulative of all other Town Ordinances and all other provisions of other Ordinances adopted by the Town which are inconsistent with the terms or provisions of the Ordinance are hereby repealed.

SECTION 4. That future amendments, changes and revisions to the Master Fee Schedule may be effected by resolution or ordinance of the Town Council, and not by ordinance only. To facilitate future amendments, the Council may enact a resolution that adopts a revised fee schedule that replaces the existing master fee schedule.

SECTION 5. That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Cross Roads, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 6: It is hereby declared to be the intention of the Town Council of the Town of Cross Roads, Texas, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Cross Roads without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 7: This ordinance shall take effect October 1, 2023.

DULY ADOPTED AND APPROVED by the Town Council of the Town of Cross Roads, Texas, on this the 18th day of September, 2023.

T. Lynn Tompkins, Jr.
Mayor

ATTEST:

Donna Butler
Town Secretary

APPROVED AS TO FORM:

[SEAL]

Town Attorney

EXHIBIT A
MASTER FEE SCHEDULE

APPENDIX A - FEE SCHEDULE

INTENT: The Town of Cross Roads does not assess property taxes to property owners. As such, the fees listed herein are established to recover the costs associated with the review and/or inspection work performed for the subject application. The assessment of these fees allows the Town to maintain a property-tax free municipality.

SECTION A. BUILDING PERMIT, INSPECTION AND PLAN REVIEW FEES

	Old Fee	Fees
1.0 New Residential Construction Fees		
1.1 Plan Review Fee		35% of permit fee
1.2 Building Permit Fees		
Finished Space		\$0.75 per square foot (\$1,000 min)
Unheated Space		\$0.45 per square foot
1.3 Building Inspection Fees		
Total Residential Space Permit		\$0.20 per square foot (\$900 minimum)
Accessory Space (Setbacks & Square Foot verification)		\$80.00
Re-inspection per visit** (Other than non-occupied new residential space)	\$80.00	\$85.00
Red Tag Fee *	\$80.00	\$85.00
Example: 2,200 sf finished space and 600 sf unheated space would have the following fees: Plan Review Fee: 35% of \$1,920 = \$672 Permit Fee: (2,200 x 0.75) + (600 x 0.45) = \$1,650 + \$270 = \$1,920 Inspection Fee: 2,800 x 0.20 = \$560, requires \$900 minimum Total: \$672 when plans are submitted + \$2,820 when plans are picked up		
2.0 Residential Remodeling or Addition to Main Building Construction Fees		
2.1 Plan Review Fee	35% of permit fee (\$120 min)	35% of permit fee (\$140 min)
Re-inspection per visit**		\$80.00
2.2 Building Permit Fee	\$0.45 per square foot + \$100	\$0.45 per square foot + \$200
2.3 Building Inspections		
Price per Inspection as determined required**		\$80.00
Red Tag Fee*	\$80.00	\$85.00
3.0 Residential Accessory Structure		
3.1 Plan Review Fee	\$75	35% of permit fee (\$80 min)
Re-inspection per visit**	\$80.00	\$85.00
3.2 Building Permit Fee		
Space <u>with at least one utility</u>		\$0.45 per square foot + \$100-\$200
<u>Building only, no utilities</u>		\$0.45 per square foot + \$100
3.3 Building Inspections		
Price per Inspection as determined required**		\$80.00
Red Tag Fee*	\$80.00	\$85.00

4.0 New Commercial Construction Fees

	Fees	
4.1 Plan Review Fee	50% of permit cost	
4.2 Building Permit Fees	\$1,400 min.	
Permit Fee Calculated According to the formula in the International Code Council (ICC) Building Valuation Data Report updated by the ICC every six months utilizing the Permit Fee Multiplier of 0.0075. August 2023 Report Attached as Exhibit A.		
4.3 Building Inspection Package Fees		
New Commercial Space - Included in Permit Cost		\$0.00
Accessory Space (Setbacks & Square Foot verification under 1500 square foot)	\$80.00	\$100.00
Re-inspection per visit** (Other than non-occupied new commercial space)	\$80.00	\$100.00
Red Tag Fee*	\$80.00	\$100.00
4.4 Other Inspections and Fees		
Inspections for which no fee is specifically indicated (minimum charge per hour)	\$80.00	\$100.00
Additional plan review required by changes, additions or revisions to plans (minimum charge per hour)	\$80.00	\$100.00
For use of outside consultants for plan checking and inspections, or both e.g. Fire & Health Departments, Engineer, Legal. (Actual costs plus administrative and overhead costs of 15%.)		Actual Costs + 15%
4.5 Certificate of Occupancy	See Section A.7.0	

5.0 Commercial Remodeling, White-box, or Addition to Main Building Construction Fees

	Fees	
5.1 Plan Review Fee	50% of Permit Cost (minimum of \$425)	
5.2 Building Permit Fee	\$750 for first \$50,000 + \$6.00 each additional \$1,000	
5.3 Building Inspection Package Fees		
New Commercial Space - Included in Permit Cost		\$0.00
Accessory Space (Setbacks & Square Foot verification under 1500 square foot)	\$80.00	\$100.00
Re-inspection per visit** (Other than non-occupied new commercial space)	\$80.00	\$100.00
Red Tag Fee*	\$80.00	\$100.00
5.4 Other Inspections and Fees		
Inspections for which no fee is specifically indicated (minimum charge per hour)	\$80.00	\$100.00
Additional plan review required by changes, additions or revisions to plans (minimum charge per hour)	\$80.00	\$100.00
For use of outside consultants for plan checking and inspections, or both e.g. Fire & Health Departments, Engineer, Legal. (Actual costs plus administrative and overhead costs of 15%.)		Actual Costs + 15%
5.5 Certificate of Occupancy	See Section A.7.0	

6.0 Septic System Permit Fees

		Total Fee
6.1 Residential Aerobic System New/Replacement	\$650.00	\$700.00
6.2 Residential Conventional System New/Replacement	\$510.00	\$550.00
6.3 Commercial Aerobic System New/Replacement	\$650.00	\$650.00
6.4 Commercial Conventional System New/Replacement	\$560.00	\$600.00

6.5 Repair or Modification Permit & Inspection Fee	\$80.00	\$100.00
6.6 Re-Inspections**/Red Tag Fee*	\$80.00	\$100.00

7.0 Miscellaneous Fees

		Fee
7.1 Certificate of Occupancy Inspection (<i>Residential</i>)	\$90.00	\$100.00
7.2 Certificate of Occupancy Inspection (Commercial <2000 square foot)	\$125.00	\$250.00
7.3 Certificate of Occupancy Inspection (Commercial >2000 square foot)	\$175.00	\$250.00
7.4 Grading and Drainage Plan (minor, no engineer review)	\$200.00	\$500.00
7.5 Grading and Drainage Plan, with engineer review	\$450.00	\$1,000.00
7.6 Temporary Utility Pole (<i>Without Building Permit</i>)	\$125.00	\$175.00
7.7 Retaining Wall (requiring engineering review and inspection)	\$450.00	\$1,000.00
7.8 Subdivision Culvert (pre-determined engineering)	\$250.00	\$325.00
7.9 Non-Subdivision Culvert (requiring engineering)	\$450.00	\$1,000.00
7.10 Culvert Reinspection		\$125.00
7.11 Pool / Spa (<i>above ground</i>) plus fence, review & inspections	\$400.00	\$650.00
7.12 Pool / Spa (<i>in ground</i>) plus fence, review & inspections	\$450.00	\$650.00
7.13 Propane/natural gas (<i>No Inspection if certified certificate filed</i>)	\$150.00	\$175.00
7.14 Commercial Irrigation System Permit & Inspection	\$200.00	\$300.00
7.15 Roof Permit & Inspection		\$0.00
7.16 Demolition Permit & Inspection	\$225.00	\$300.00
7.17 Tree Preservation Permit & Inspection (<i>No Charge at this time</i>)		<i>No Charge</i>
7.18 Zoning Verification Letter		\$25.00
<u>7.19 ETJ Verification Letter</u>	n/a	\$25.00
<u>7.20 After Hours/Emergency Inspection Services</u>	n/a	<u>\$115/hour, 2 hour minimum</u>
<u>7.21 Civil Construction Inspections</u>		<u>See Section B.</u>
<u>7.22 Use of outside consultants</u>		Actual Costs + 15%
<p>For use of outside consultants for plan checking and inspections, or both, ie; example Fire & Health Departments inspections. (Actual costs plus administrative and overhead costs of 15%.)</p> <p><u>A minimum deposit of \$500 must be submitted to the Town unless a different amount is specified herein based on the specific application. The Town will charge actual time against the deposit with a refund of any unused deposit issued within 60 days of completion of work. If the amount of the work exceeds the deposit, the Town reserves the right to withhold reviews until the outstanding amount is due.</u></p>		

8.0 Fire Code Compliance Permits & Inspections Fees

		Total Fee
8.1 Non-CAD Submittal Fee		\$100 per submittal
8.2 General Inspections		\$50 per inspection
8.3 Alarm	\$150.00 + \$0.017 per Square Foot or Portion Thereof	
8.4 Alarm (Water Flow Monitor)		\$150.00 per System
8.5 Sprinkler	\$150.00 + \$0.017 per Square Foot or Portion Thereof	

8.6 Single Family Residence Sprinkler	\$150.00 per Residence
8.7 Access Control	\$150.00 per System
8.8 Hood/FM 200 Systems	\$150.00 per System
8.9 Underground Fire Main	\$150.00 per Line
8.10 Remote Fire Department Connection	\$150.00 per Line
8.11 Fire Lane - Modification	\$150.00 per Site
8.12 Fire Lane - Control Devices	\$150.00 per Site
8.13 Gate Access Systems	\$150.00 per Gate
8.14 Standpipe System	\$150.00 per System
8.15 Fire Pump and Related Equipment	\$150.00 per Pump
8.16 Battery System	\$150.00 per System
8.17 Christmas Tree Lot	\$150.00 per System
8.18 Flammable/Combustible Liquids	\$150.00 per Permit
8.19 Flammable/Combustible Storage Tanks	\$500.00 for First Tank, \$75 for each Additional Tank
8.20 LP - Gas	\$150.00 per Permit
8.21 Compressed Gases	\$150.00 per Permit
8.22 Hazardous Materials	\$150.00 per Permit
8.23 Spray or Dipping	\$150.00 per Booth
8.24 Temporary Membrane Structure, Tents and Canopies	\$150.00 per Tent
8.25 Burn	\$50.00 per Annual Permit
8.26 Working without a permit	Two times the Permit Fee in Addition to the Permit Fee
8.27 Re-Inspection (Permits)	\$75.00 Shall be Charge for Failing the Initial Permit Inspection. \$150.00 2nd Inspection, Fee Doubles each inspection to a max of \$600.00.
8.28 Re-Submittal Fee	\$75.00 Shall be Charged for any Plans requiring Re-Submittal
8.29 Red Tag Fee	\$100.00 Shall be Charged to any Business Owner/Property Manager/Responsible Person in Charge of a Business, Property, or Tenant Space per incident where a system is required by the Texas State Fire Marshal's Office to receive an annual or semi-annual inspection and is "Red Tagged" by a licensed company conducting the Inspection.
8.30 Re-Inspections (Generals)	\$100.00 Shall be Charged to any Business Owner/Property Manager/Responsible Person in Charge of a Business, Property, or Tenant Space for failing to comply with General Fire Safety Inspections after the First Inspection visit, \$150.00 shall be charged for each inspection visit thereafter. Similar violation (s) repeated on previous general inspection(s) are immediately charged \$150.00 for all Re-Inspections after the first.

9.0 Oil and Gas Drilling, Pipeline and Production Permits

9.1 Oil / Gas Well Drilling and Pipeline Permit Application Fee	\$9,000.00 plus Professional Fees
9.2 Oil / Gas Board of Review Application	\$300.00 plus Professional Fees
9.3 Oil / Gas Well Appeal	\$300.00 plus Professional Fees
9.4 Reimbursement for Public Notices	To Be Determined By Town
9.5 Administrative Fee (Annual)	\$100.00 plus Professional Fees

9.6 Use of Public Roads, Street Crossings	Basic Rate: \$1.00 per linear foot of pipe up to and including 6" in diameter. Oversize Rate: Additional \$0.50 per inch of nominal diameter per linear foot over and above 6" in
9.7 Use of the Right-of-Way for Monitoring Wells (Oil & Gas Pipeline Only)	Basic Rate: \$250.00 for a well 12" or less in diameter and 20' or less in depth. Good for two years: rate increased by \$100.00 for each additional year authorized in the permit agreement.

10.0 Other Inspections and Fees

10.1 Inspections for which no fee is specifically indicated (minimum charge per hour)	\$80.00
10.2 Additional plan review required by changes, additions or revisions to plans (minimum charge per hour).	\$80.00
10.3 For use of outside consultants for plan checking and inspections, or both; ie; example Fire & Health Departments inspections. (Actual costs plus administrative and overhead costs of 15%.) <u>A minimum deposit of \$500 must be submitted to the Town unless a different amount is specified herein based on the specific application. The Town will charge actual time against the deposit with a refund of any unused deposit issued within 60 days of completion of work. If the amount of the work exceeds the deposit, the Town reserves the right to withhold reviews until the outstanding amount is</u>	Actual Costs + 15%

SECTION B. CONSTRUCTION INSPECTION FEES

~~The inspection fee will be four percent (4%) of certified construction costs of the land development (including, but not limited to, public and private improvements such as streets, roads, drainage, parking lots, fire water systems, walls, fences, site grading, water features, parks, open space corridors, required landscaping, irrigation, sidewalks, etc, but not include building construction) for subdivisions or re-subdivisions. Estimated inspection fees are to be paid prior to permitting and/or commencement of work on the proposed improvements and the balance based upon certified construction costs prior to acceptance of improvements or issuance of building permits. The deposit of four percent (4%) of the improvement value or a minimum of \$5,000 is due prior to holding a pre-construction meeting. Actual costs of staff's weighted hourly rates and any third-party fees will be charged against the deposit with a refund of the unused deposit issued within 60 days after a final inspection. If actual costs of staff exceed the deposit, an invoice will be issued for the excess expense which is due before the final inspection or, if a final inspection has already been completed, before the issuance of any additional permits for any portion of the subject property.~~

SECTION C. DEVELOPMENT FEES

1.0 PROFESSIONAL CONSULTANT AND CONTRACTED SERVICES REVIEW

A deposit is required in the amount listed in Section C.2. before professional or contracted services commence. These include legal, engineering, planning, landscaping, fire, septic, and other similar services.

2.0 DEVELOPMENT APPLICATIONS

	<u>Deposit (in addition to Fee)</u>	<u>Old Fee</u>	<u>Fees</u>
2.1 Annexation Fees		\$500	\$ 2,850.00
2.2 Zone Change or text amendment (No Planned Developpr	n/a	\$500	\$ 1,450.00
2.3 Zone Change (MU or PD), includes concept plan			
0 to 5 acres	\$ 1,500.00	\$1,000	\$ 2,500.00
Excess of 5 acres	\$ 2,000.00	\$2,500	\$ 3,000.00
2.4 Special Use Permit	\$ 1,000.00	\$750	\$ 2,000.00
2.5 Zone Change Case Withdrawal			
Before publication of a notice of Public Hearing	Balance not used for review.		50% Refund
After Publication	Balance not used for review.		No Refund

2.6 Minor Plat or Replat (with no engineering review)	\$500 \$1000		\$500	\$ 1,000.00
2.7 Preliminary Plat				
Property zoned to a (SF) Single Family District	\$2000 \$3000		\$40 \$15 per lot plus \$500	\$ 1,400.00
Commercial Property or (MF) Multi-Family	\$4000- \$3000		\$20 \$25 per acre plus \$500	\$ 1,400.00
2.8 Final Plat				
Property zoned to a (SF) Single Family District	\$4000 \$1500		\$40 \$15 per lot plus \$500	\$ 1,400.00
Commercial Property or (MF) Multi-Family	\$2000 \$1500		\$20 \$25 per acre plus \$500	\$ 1,400.00
2.9 Civil Construction Plan Review (Fee based on minimum of 14.25 hours of review time by Staff.)				
Property zoned to a (SF) Single Family District	\$1500- \$2000		\$40 \$15 per lot plus \$1,500	\$ 2,117.12
Commercial Property or (MF) Multi-Family	2000		\$20 \$25 per acre plus \$2,500	\$ 2,117.12
2.10 Commerical Site Plan				
New Site with no prior development	\$2500 \$3500		\$1,500	\$ 1,750.00
Pre-Engineered Pad Site	1500		\$1,500	\$ 1,750.00
2.11 Vacating Plat			\$250	\$ 1,000.00
2.12 Application for Property Excluded from Plat			\$250	\$ 300.00
2.13 Appeal to Board of Adjustment			\$400	\$ 850.00
2.14 Variance from Zoning Regulations Considered by Board of Adjustments			\$400	\$ 850.00
2.15 Waiver Request of Certain Ordinance Requirements to the Town Council			\$150	\$ 450.00
2.16 Pre-Submittal Conference Fee (consultants e.g. engineer, inspector, building clerk). Must be paid at least 3 business days before meeting		Per Hour (one hour min)	\$350-	\$ 550.00
<u>2.17 Drainage study, downstream assessment or detention pond construction</u>				
<u>Submission in prior to a Preliminary Plat or Site Plan application</u>		\$ 2,500.00		No fee
<u>Review without development application</u>		\$ 2,500.00		\$ 500.00

SECTION D. BUSINESS RELATED FEES

1.0 Business Permits Fees

	Old Fee	Permit Fee
1.1 Sexually Oriented Businesses		
Initial License <i>(Non-refundable)</i>		\$5,000.00
Annual license		\$2,000.00
Transfer Ownership Fee		\$2,000.00
1.2 Bed and Breakfast Annual Permit	\$120.00	\$500.00
1.3 Circus/Carnival/Tent Events		\$200.00
1.4 Peddlers and Solicitors Retail Business Permit	\$120.00	\$150.00
1.5 Liquor License & Renewal Permit		
Initial License <i>(50% of State Fee (TABC Title 3 Sec. 11.38) Non-refundable)</i>		
Renewal license <i>(50% of State Fee (TABC Title Sec. 11.38) Non-refundable)</i>		

2.0 Sign Permit Fees

	<u>Old Fee</u>	<u>Permit Fee</u>
2.1 Permanent Business Façade or Hanging Sign	\$100.00	<u>\$175.00</u>
2.2 Permanent Business Free Standing & Monument Sign Fees	\$250.00	<u>\$400.00</u>
2.3 Temporary Business & Residential Signs		No Charge
2.4 Temporary Residential Sign		No Charge
2.5 Political Sign		No Charge
2.6 Construction Sign		No Charge
2.7 Special Event /Garage Sale Sign Permit		No Charge
2.8 Variance Sign Application	\$120.00	<u>\$450.00</u>
2.9 Sign Installed Without Permit		Scheduled Fee Doubled
2.10 Re-Inspections**		\$80.00
2.11 Red Tag Fee*		\$80.00

3.0 Food Service Permits & Inspections

	<u>Total Fee</u>
3.1 Grocery (<i>Per Department - 2 Inspections a Year</i>)	\$450.00
3.2 Restaurant/Club (<i>New Application & Annual Inspections</i>)	\$400.00
3.3 Convenience Store Without Deli (<i>New Application & Annual Inspections</i>)	\$300.00
3.4 Convenience Store With Deli (<i>New Application & Annual Inspections</i>)	\$385.00
3.5 Mobile Food Vendor/Commissary (<i>New Application or Renewal</i>)	\$200.00 <u>\$125.00</u>
3.6 Day Care License & Inspection	\$215.00 <u>\$450.00</u>
3.7 Food Sales at Temporary Event	\$100.00 <u>\$150/hour, 2 hour minimum</u>
3.8 Penalty for Fees Not Paid Prior to February 15th each calendar year	\$200.00

SECTION E: MISCELLANEOUS FEES

1.1 Document Filing Fee - (<i>County Court House</i>)	115% of Invoice (\$50 minimum)
1.2 Community Room Rental	
Commercial Ventures 3 hrs or less (<i>\$200 refundable cleaning deposit</i>)	per hour \$40.00
Commercial Ventures 4 hrs or more (<i>\$200 refundable cleaning deposit</i>)	per hour \$35.00
Non-profit Organization (<i>\$200 refundable cleaning deposit</i>)	\$0.00
1.3 Appeal Fee for Reconsideration of a denial of an application	\$200.00
1.4 Returned Check Fee	\$35.00
1.5 Municipal Court Technology Fee (<i>in accordance with Section 7.02.001(b)</i>)	\$4.00
1.6 Municipal Court Security Fee (<i>in accordance with Section 7.02.002(b)</i>)	\$3.00
1.7 Credit Card Transaction Fee	4.00%

SECTION F: ADMINISTRATIVE FEES

1.1 Notary Fee

\$6.00 for first signature

\$1.00 each additional signature

1.2 Cost of Copies of Public Information or Documents ordered to be produced by subpoena (in accordance with Rule Section 70.3 of the Texas Administrative Code and Section 22.004 (a-1) of the Civil Practice and Remedies Code)

Standard paper copy	\$0.10 per page
Nonstandard copy	
Diskette	\$1.00
Magnetic Tape	actual cost
Data Cartridge	actual cost
Tape Cartridge	actual cost
Rewritable CD (CD-RW)	\$1.00
Non-rewritable CD (CD-R)	\$1.00
Digital Video Disc (DVD)	\$300
JAZ Drive	actual cost
Other Electronic Media	actual cost
VHS Video Cassette	\$2.50
Audio Cassette	\$1.00
Oversize Paper Copy	\$0.50
Specialty Paper	actual cost
Labor Charge for Programming	In accordance with Rule Section 70.3(c)
Labor Charge for Locating	In accordance with Rule Section 70.3(d)
Overhead Charge	In accordance with Rule Section 70.3(e)
Microfische and microfilm charge	In accordance with Rule Section 70.3(f)
Remote Document Retrieval Charge	In accordance with Rule Section 70.3(g)
Computer Resource Charge	In accordance with Rule Section 70.3(h)
Miscellaneous Supplies	In accordance with Rule Section 70.3(i)
Postal and Shipping Charges	In accordance with Rule Section 70.3(j)
Sales Tax	In accordance with Rule Section 70.3(k)
Miscellaneous Charges:	In accordance with Rule Section 70.3(l)

* The red tag is issued when a project is started without a permit or where there is a violation of the Town of Cross Roads Building Code or other Town ordinances. All work must stop on the project until the red tag fee has been paid and the building inspector or a representative approved by the inspector has removed the red tag.

** The re-inspection fees listed above shall be assessed for each re-inspection where an inspection has been called for and upon arrival of the inspector the portion of such work for which the inspection was called for is found not to be complete and ready for inspection, or where it is found that the corrections called for have not been made.



People Helping People Build a Safer World®

Building Valuation Data – AUGUST 2023

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in February 2024. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2021 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs

include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.
2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:
B/IIB = \$231.65/sq. ft.
3. Permit Fee:
Business = 16,000 sq. ft. x \$231.65/sq. ft x 0.0075 = \$27,798

Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

Square Foot Construction Costs ^{a, b, c}

Group (2021 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	335.89	324.58	316.94	304.93	286.87	278.00	295.62	266.02	257.55
A-1 Assembly, theaters, without stage	307.39	296.08	288.44	276.42	258.37	249.50	267.12	237.51	229.05
A-2 Assembly, nightclubs	269.94	261.93	254.48	245.85	230.56	223.99	237.02	209.57	202.79
A-2 Assembly, restaurants, bars, banquet halls	268.94	260.93	252.48	244.85	228.56	222.99	236.02	207.57	201.79
A-3 Assembly, churches	311.88	300.57	292.93	280.91	263.30	254.43	271.60	242.45	233.98
A-3 Assembly, general, community halls, libraries, museums	266.07	254.76	246.12	235.10	216.33	208.46	225.80	195.47	188.01
A-4 Assembly, arenas	306.39	295.08	286.44	275.42	256.37	248.50	266.12	235.51	228.05
B Business	260.69	251.13	241.86	231.65	210.99	202.73	222.56	186.21	177.81
E Educational	273.46	263.96	255.62	245.04	228.69	217.00	236.61	200.36	193.94
F-1 Factory and industrial, moderate hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48	102.44	95.93
F-2 Factory and industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48	102.44	94.93
H-1 High Hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	N.P.
H234 High Hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	85.50
H-5 HPM	260.69	251.13	241.86	231.65	210.99	202.73	222.56	186.21	177.81
I-1 Institutional, supervised environment	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
I-2 Institutional, hospitals	434.15	424.59	415.32	405.12	383.35	N.P.	396.02	358.57	N.P.
I-2 Institutional, nursing homes	302.01	292.45	283.18	272.97	253.83	N.P.	263.88	229.05	N.P.
I-3 Institutional, restrained	295.86	286.31	277.03	266.83	247.95	238.69	257.74	223.17	212.77
I-4 Institutional, day care facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
M Mercantile	201.37	193.36	184.91	177.28	161.72	156.15	168.45	140.73	134.95
R-1 Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17	196.75	190.67
R-2 Residential, multiple family	221.32	212.06	203.42	194.78	175.96	170.01	194.82	154.36	148.28
R-3 Residential, one- and two-family ^d	209.61	203.74	198.94	195.12	188.41	181.45	191.77	175.86	165.67
R-4 Residential, care/assisted living facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
S-1 Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74	91.00	84.50
S-2 Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74	91.00	83.50
U Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99	67.39	64.19

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$31.50 per sq. ft.



Meeting Date:

September 18, 2023

Agenda Item:

Consider approval of an Interlocal Cooperation Agreement between Denton County and the Town of Cross Roads for engineering and construction of Fishtrap Road East from FM 424 to Dr. Sanders Road.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Town of Cross Roads submitted a request to Denton County on March 14, 2022 for assistance with road improvement projects as part of the Transportation Road Improvement Program 2022 (TRIP-22) road bond. The bond was approved on November 8, 2022 and \$2,948,000 was allocated for the reconstruction of 3,900 linear feet of Fishtrap Road (east) being that portion of Fishtrap Road that runs from FM 424 to Dr. Sanders Road. Denton County has provided the Town with the attached Interlocal Cooperation Agreement (ICA) to outline the funding and responsibilities of both the Town and the County. The initial agreement is for \$500,000 for the engineering design of the road. The agreement will be amended at a later date to increase Denton County's financial commitment towards completion of the project. The ICA is set up where the Town will manage the design and construction and will submit invoices to the County for reimbursement on a monthly basis. This project is within Commissioner Williams jurisdiction.

Staff Recommended Action:

Staff recommends approval of the Interlocal Cooperation Agreement

Attachments:

Agreement

WITNESSETH:

I.

Pursuant to Texas Government Code §791.011, the County and the Town hereby enter into this Agreement in order to perform certain governmental functions and services in the area of streets, roads, and drainage. The purpose of this Agreement is to provide a governmental function or service that each party is authorized to perform individually.

II.

The County and the Town hereby agree that the scope of the Project shall consist of engineering, right-of-way acquisition, utility relocations, inspections, and construction of Fishtrap Road East for a distance of approximately 3,900 linear feet from FM 424 to Dr. Sanders Road, at an estimated cost of TWO MILLION NINE HUNDRED FORTY-EIGHT THOUSAND AND NO/100 DOLLARS (\$2,948,000.00), whereby the County agrees to make an initial contribution toward satisfactory completion of the Project, based on current available funding, in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), but upon issuance of additional bond funds, this Agreement is intended to be amended at a future date to increase the County commitment toward satisfactory completion of the Project. The Project is located entirely within the municipal limits of the Town of Cross Roads and Denton County Commissioner Precinct #1.

III.

The County hereby agrees to make an initial contribution toward satisfactory completion of the project in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), provided that any and all funding is approved by formal action of the Denton County Commissioners Court.

IV.

The Town agrees to manage all engineering, right-of-way acquisition, utility relocations, inspections, and maintenance of the Project. The Town shall timely provide the County with all invoices and requested documentation in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00).

V.

This exchange of in-kind services between the County and the Town is deemed adequate consideration for the obligations exchanged by the Parties herein.

VI.

As the Town proceeds with the completion of the Project, the Town shall submit all invoices for reimbursement to the Denton County Auditor, Mr. Jeff May, 1 Courthouse Drive, Suite 2000, Denton, Texas 76208, c/o Mr. John Polster, Innovative Transportation Solutions, Inc., 2701 Valley View Lane, Farmers Branch, Texas 75234. The Town shall submit invoices on a monthly basis, and the County shall reimburse the Town on a pro rata basis for all approved expenses related to the Project within thirty calendar days of receipt of an invoice from the Town, provided that all expenditures are made in a manner which is consistent with the terms of this Agreement. Upon satisfactory completion of the Project, the County and the Town shall prepare and complete a full audit of the Project.

VII.

As required by Texas Transportation Code §251.012 and as evidenced by the signature of the Town's representative below, the governing body of the Town by the execution of and approval of this Agreement hereby approves of the expenditure of County money to finance the construction, improvement, maintenance, or repair of a street or alley in the County that is located in the Town.

VIII.

This agreement may be terminated in whole, or in part, by the County or the Town upon thirty days written notice to the other party. In the event of termination by the County, the County shall pay all approved invoices submitted up to and including the date of termination.

IX.

This Agreement represents the entire integrated agreement between the County and the Town and supersedes all prior negotiations, representations, and agreements, either oral or written. This Agreement may be amended only by written instrument signed by both of the Parties. Notices shall be directed as follows:

For Town: Honorable T. Lynn Tompkins, Jr., Mayor
Town of Cross Roads, Texas
3201 US Highway 380, Suite 105
Cross Roads, Texas 76227

Copy To: Donna Butler, Town Secretary
Town of Cross Roads, Texas
3201 US Highway 380, Suite 105
Cross Roads, Texas 76227

For County: Honorable Andy Eads, Denton County Judge
1 Courthouse Drive, Suite 3100
Denton, Texas 76208
andy.eads@dentoncounty.com
holly.sadlowski@dentoncounty.com

Copy To: Denton County District Attorney's Office - Civil Division
1450 East McKinney Street, Suite 3100
Denton, Texas 76209
john.feldt@dentoncounty.gov
cio@dentoncounty.gov

X.

The covenants, terms, and conditions herein are to be construed under the laws of the State of Texas and are performable by the Parties in Denton County, Texas. The Parties mutually agree that venue for any obligation arising from this Agreement shall lie in Denton County, Texas.

XI.

The Town agrees and understands that the Town, its employees, servants, agents or representatives shall at no time represent themselves to be employees, servants, agents or representatives of the County.

XII.

The Town agrees to accept full responsibility for the acts, negligence and omissions of all Town employees, agents, subcontractors or contract laborers and for all other persons doing work under a contract or agreement with the Town.

XIII.

This Agreement is not intended to extend the liability of the Parties beyond that provided for by law. Neither the County nor the Town waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims made by third parties.

XIV.

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 fullest extent possible.

XV.

The undersigned officers and agents of the Parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the Parties hereto,

and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed and are now in full force and effect.

XVI.

This Agreement becomes effective when signed by the last party whose signing makes the respective agreement fully executed, and the term of this Agreement is for the life of the Project beginning on the date of execution of this Agreement and continuing until the Project is completed.

Executed this _____ day of _____, 2023.

DENTON COUNTY, TEXAS
1 Courthouse Drive, Suite 3100
Denton, Texas 76209

TOWN OF CROSS ROADS, TEXAS
3201 US Highway 380, Suite 105
Cross Roads, Texas 76227

By: _____
Honorable Andy Eads
Denton County Judge
Acting by and on behalf of the authority
of the Denton County Commissioners Court

By: _____
Honorable T. Lynn Tompkins, Jr.
Mayor of the Town of Cross Roads, Texas
Acting by and on behalf of the authority
of the Town of Cross Roads, Texas

ATTEST:

ATTEST:

By: _____
Denton County Clerk

By: _____
Town Secretary

COUNTY AUDITOR'S CERTIFICATE

I hereby certify funds are available to accomplish and pay the obligation of Denton County, Texas, under this Agreement.

Denton County Auditor

APPROVAL OF INTERLOCAL COOPERATION AGREEMENT

Denton County, Texas, acting by and through the Denton County Commissioners Court, hereby gives its specific written approval to the following Project, prior to beginning of the Project in satisfaction of Texas Government Code §791.014. The scope of the Project shall consist of engineering, right-of-way acquisition, utility relocations, inspections, and construction of Fishtrap Road East for a distance of approximately 3,900 linear feet from FM 424 to Dr. Sanders Road, with an estimated cost of completion of TWO MILLION NINE HUNDRED FORTY-EIGHT THOUSAND AND NO/100 DOLLARS (\$2,948,000.00). The Project shall be located entirely within the municipal limits of the Town of Cross Roads and Denton County Commissioner Precinct #1.

The County hereby agrees to make an initial contribution toward satisfactory completion of the project in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), provided that any and all funding is approved by formal action of the Denton County Commissioners Court.

The local governments which requested the Project and with whom the Agreement is by and between are Denton County, Texas, and the Town of Cross Roads, Texas.

By vote on the date below, the Denton County Commissioners Court has approved the project identified above and authorized execution of this document by the presiding officer of the Denton County Commissioners Court.

Date: _____

By: _____
Presiding Officer of the Denton
County Commissioners Court



Meeting Date:

September 18, 2023

Agenda Item:

Consider approval of an Interlocal Cooperation Agreement between Denton County and the Town of Cross Roads for engineering and construction of Moseley Road from US 380 to Tipps Road.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

The Town of Cross Roads submitted a request to Denton County on March 14, 2022 for assistance with road improvement projects as part of the Transportation Road Improvement Program 2022 (TRIP-22) road bond. The bond was approved on November 8, 2022 and \$4,400,000 was allocated for the reconstruction of 6,600 linear feet of Moseley Road from US Highway 380 to Tipps Road. Denton County has provided the Town with the attached Interlocal Cooperation Agreement (ICA) to outline the funding and responsibilities of both the Town and the County. The initial agreement is for \$500,000 for the engineering design of the road. The agreement will be amended at a later date to increase Denton County's financial commitment towards completion of the project. The ICA is set up where the Town will manage the design and construction and will submit invoices to the County for reimbursement on a monthly basis. This project is within Commissioner Falconer's jurisdiction.

Staff Recommended Action:

Staff recommends approval of the Interlocal Cooperation Agreement

Attachments:

Agreement

NOW, THEREFORE, this Agreement is hereby made and entered into by the County and the Town upon and for the mutual consideration stated herein:

WITNESSETH:

I.

Pursuant to Texas Government Code §791.011, the County and the Town hereby enter into this Agreement in order to perform certain governmental functions and services in the area of streets, roads, and drainage. The purpose of this Agreement is to provide a governmental function or service that each party is authorized to perform individually.

II.

The County and the Town hereby agree that the scope of the Project shall consist of engineering, right-of-way acquisition, utility relocations, inspections, and construction of Moseley Road for a distance of approximately 6,600 linear feet from US Highway 380 to Tipps Road, at an estimated cost of FOUR MILLION FOUR HUNDRED THOUSAND AND NO/100 DOLLARS (\$4,400,000.00), whereby the County agrees to make an initial contribution toward satisfactory completion of the Project, based on current available funding, in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), but upon issuance of additional bond funds, this Agreement is intended to be amended at a future date to increase the County commitment toward satisfactory completion of the Project in an amount which shall not exceed FOUR MILLION FOUR HUNDRED THOUSAND AND NO/100 DOLLARS (\$4,400,000.00). The Project is located entirely within the municipal limits of the Town of Cross Roads and Denton County Commissioner Precinct #2.

III.

The County hereby agrees to make an initial contribution toward satisfactory completion of the project in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), provided that any and all funding is approved by formal action of the Denton County Commissioners Court.

IV.

The Town agrees to manage all engineering, right-of-way acquisition, utility relocations, inspections, and maintenance of the Project. The Town shall timely provide the County with all invoices and requested documentation in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00).

V.

This exchange of in-kind services between the County and the Town is deemed adequate consideration for the obligations exchanged by the Parties herein.

VI.

As the Town proceeds with the completion of the Project, the Town shall submit all invoices for reimbursement to the Denton County Auditor, Mr. Jeff May, 1 Courthouse Drive, Suite 2000, Denton, Texas 76208, c/o Mr. John Polster, Innovative Transportation Solutions, Inc., 2701 Valley View Lane, Farmers Branch, Texas 75234. The Town shall submit invoices on a monthly basis, and the County shall reimburse the Town on a pro rata basis for all approved expenses related to the Project within thirty calendar days of receipt of an invoice from the Town, provided that all expenditures are made in a manner which is consistent with the terms of this Agreement. Upon satisfactory completion of the Project, the County and the Town shall prepare and complete a full audit of the Project.

VII.

As required by Texas Transportation Code §251.012 and as evidenced by the signature of the Town's representative below, the governing body of the Town by the execution of and approval of this Agreement hereby approves of the expenditure of County money to finance the construction, improvement, maintenance, or repair of a street or alley in the County that is located in the Town.

VIII.

This agreement may be terminated in whole, or in part, by the County or the Town upon thirty days written notice to the other party. In the event of termination by the County, the County shall pay all approved invoices submitted up to and including the date of termination.

IX.

This Agreement represents the entire integrated agreement between the County and the Town and supersedes all prior negotiations, representations, and agreements, either oral or written. This Agreement may be amended only by written instrument signed by both of the Parties. Notices shall be directed as follows:

For Town: Honorable T. Lynn Tompkins, Jr., Mayor
 Town of Cross Roads, Texas
 3201 US Highway 380, Suite 105
 Cross Roads, Texas 76227

Copy To: Donna Butler, Town Secretary
Town of Cross Roads, Texas
3201 US Highway 380, Suite 105
Cross Roads, Texas 76227

For County: Honorable Andy Eads, Denton County Judge
1 Courthouse Drive, Suite 3100
Denton, Texas 76208
andy.eads@dentoncounty.com
holly.sadlowski@dentoncounty.com

Copy To: Denton County District Attorney's Office - Civil Division
1450 East McKinney Street, Suite 3100
Denton, Texas 76209
john.feldt@dentoncounty.gov
cio@dentoncounty.gov

X.

The covenants, terms, and conditions herein are to be construed under the laws of the State of Texas and are performable by the Parties in Denton County, Texas. The Parties mutually agree that venue for any obligation arising from this Agreement shall lie in Denton County, Texas.

XI.

The Town agrees and understands that the Town, its employees, servants, agents or representatives shall at no time represent themselves to be employees, servants, agents or representatives of the County.

XII.

The Town agrees to accept full responsibility for the acts, negligence and omissions of all Town employees, agents, subcontractors or contract laborers and for all other persons doing work under a contract or agreement with the Town.

XIII.

This Agreement is not intended to extend the liability of the Parties beyond that provided for by law. Neither the County nor the Town waive, nor shall be deemed to have hereby waived, any immunity or defense that would otherwise be available to it against claims made by third parties.

XIV.

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 fullest extent possible.

XV.

The undersigned officers and agents of the Parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the Parties hereto, and each party hereby certifies to the other that any necessary resolutions extending said authority have been duly passed and are now in full force and effect.

XVI.

This Agreement becomes effective when signed by the last party whose signing makes the respective agreement fully executed, and the term of this Agreement is for the life of the Project beginning on the date of execution of this Agreement and continuing until the Project is completed.

Executed this _____ day of _____, 2023.

DENTON COUNTY, TEXAS
1 Courthouse Drive, Suite 3100
Denton, Texas 76209

TOWN OF CROSS ROADS, TEXAS
3201 US Highway 380, Suite 105
Cross Roads, Texas 76227

By: _____
Honorable Andy Eads
Denton County Judge
Acting by and on behalf of the authority
of the Denton County Commissioners Court

By: _____
Honorable T. Lynn Tompkins, Jr.
Mayor of the Town of Cross Roads, Texas
Acting by and on behalf of the authority
of the Town of Cross Roads, Texas

ATTEST:

ATTEST:

By: _____
Denton County Clerk

By: _____
Town Secretary

COUNTY AUDITOR'S CERTIFICATE

I hereby certify funds are available to accomplish and pay the obligation of Denton County, Texas, under this Agreement.

Denton County Auditor

APPROVAL OF INTERLOCAL COOPERATION AGREEMENT

Denton County, Texas, acting by and through the Denton County Commissioners Court, hereby gives its specific written approval to the following Project, prior to beginning of the Project in satisfaction of Texas Government Code §791.014. The scope of the Project shall consist of engineering, right-of-way acquisition, utility relocations, inspections, and construction of Moseley Road for a distance of approximately 6,600 linear feet from US Highway 380 to Tipps Road, with an estimated cost of completion of FOUR MILLION FOUR HUNDRED THOUSAND AND NO/100 DOLLARS (\$4,400,000.00). The Project shall be located entirely within the municipal limits of the Town of Cross Roads and Denton County Commissioner Precinct #2.

The County hereby agrees to make an initial contribution toward satisfactory completion of the project in an amount which shall not exceed FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00), provided that any and all funding is approved by formal action of the Denton County Commissioners Court.

The local governments which requested the Project and with whom the Agreement is by and between are Denton County, Texas, and the Town of Cross Roads, Texas.

By vote on the date below, the Denton County Commissioners Court has approved the project identified above and authorized execution of this document by the presiding officer of the Denton County Commissioners Court.

Date: _____

By: _____
Presiding Officer of the Denton
County Commissioners Court



Meeting Date:

September 18, 2023

Agenda Item:

Discuss and consider action on a request from Sami Ibrahim, on behalf of Modern Pyramid Inc., appealing the Building Official's denial of a sign permit in accordance with Section 4.05.011 of the Town of Cross Roads Code of Ordinances and requesting a variance from the sign regulations to allow for a Freestanding Business sign to be 22' in height where the maximum height per ordinance is 18' for an existing pole sign.

Prepared by:

Rodney Patterson, Building Official

Description:

The applicant, Sami Ibrahim, is requesting a variance on behalf of Modern Pyramid Inc. The applicant would like to modify an existing Freestanding Business sign at the southwest corner of the property in order to change the face of the sign to reflect the current branding of the fuel sold at the business. At the time of the original application to modify the sign, it was denied due to the fact that the sign was considered an illegal sign based on numerous factors:

1. The sign was considered an off-premise sign due to it being located on a separate lot from the business that it was advertising. The property has since been replatted to consolidate the sign onto the same lot as the business.
2. The sign exceeds the maximum height requirement of 18' (this variance is to allow the sign at its current height of 22')
3. The sign as currently constructed is considered a pole sign. The applicant has indicated his willingness to modify the base to bring it up to current code requirements.

In accordance with Section 4.05.011, the Applicant has the ability to appeal the decision of the Building Official and request a variance. The Town Council shall have the power to authorize, upon appeal, in specific cases such variances from the terms of this article as will not be contrary to the public interest, where owing to special conditions, a literal enforcement of the provisions of this section will result in unnecessary hardship, and so that the spirit of this article shall be observed and substantial justice done.

Recommended Action:

Staff is recommending denial.

Attachments:

Application
Photo of sign



Universal Variance Application

Date of Application: 8/7/2023 Property Address: 6500 US Hwy 380

Duration of Request: TEMPORARY (Dates: _____) PERMANENT

Land Owner: Modern Pyramids, Inc. Phone No: 214-460-6056

Email: Sami@dfwoilenergy.com Mailing Address: 1111 N Belt line Rd #100, Garfield TX 75040
Ehab@dfwoilenergy.com

If you are not the Land Owner, Status of Applicant (Owner/Agent): _____

Applicant's Name: Sami Ebrahim Phone No: 214-460-6056

Applicant's Email: _____ Applicant's Address: _____

Description and reason for request: The sign not conforming because of the height and the base.

Signature of Owner: [Signature] Date: 8/7/2023

Signature of Applicant: _____ Date: _____

The following must be submitted before processing and scheduling for Board of Adjustment.

1. Application and fee with any drawings, maps, etc. to support the request
2. Site plan or graphic depiction of what the variance is for

For Office Use Only		
Section of Code	_____	
Description of Variance Sought	_____ _____ _____	
Completed Application (Date)	Check #	Receipt #
Approval Date	Signature	

3201 US HWY 380, STE 105, Cross Roads, TX 76227
TEL 940/365-9693 FAX 469/375-5905
CrossRoadsTX.gov





Meeting Date:

September 18, 2023

Agenda Item:

CONDUCT A PUBLIC HEARING, discuss and consider an application by 720 & 380 LTD. to change the zoning from A-Agriculture to C-2 Commercial for a 1.76 acre parcel located just to the East of 11911 US 380, Cross Roads, Denton County, Texas. (2023-0807-04ZC)

Prepared by:

Rodney Patterson, Building Official

Description:

On August 7, 2023, applicant John Linton on behalf of landowner 720 & 380 LTD submitted a re-zoning request to change the zoning from A-Agriculture to C-2 Commercial for a 1.76 acre parcel located just to the East of 11911 US 380 in order to allow for the construction of a Take 5 vehicle maintenance facility.

The proposed request is in compliance with the comprehensive land use plan and a Commercial 2 zoning is appropriate for the location. In accordance with Section 14.03.042 of the Town's Code of Ordinances, notice has been published in the Town's newspaper and sent to property owners within 200 feet of the tract.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this item at their September 5, 2023 meeting. The Commission unanimously voted in favor of the proposed ordinance amendment.

Recommended Action:

Staff recommends approval of the request to change the zoning of this property from A-Agriculture to C-2 Commercial.

Attachments:

Staff Review Letter – 8/21/23

Project Aerial

Application

Ordinance

Project Aerial

US 380, East of Rosa's Cafe - (2023-0807-04ZC)





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: 720 & 380 LTD request for a zoning change from A – Agricultural to C2 Commercial for a proposed Take 5 vehicle service center (2023-0807-04ZC)

Location: Parcel immediately to the East of 11911 US 380 (Portion of Parcel ID 38005)

Date of Review: August 22, 2023

Reviewer: Rodney Patterson, Building Official

Recommendation: Staff recommends approval of the rezoning request from A Agricultural to C2 Commercial 2 for this property.

Deadline to Submit Revisions or comments: **None Required.**

Comments:

The Town is in receipt of application No. 2023-0807-04ZC by applicant John Linton on behalf of land owner 720 & 380 LTD on August 7, 2023. The subject property is comprised of 1.76 acres of land out of a current 26.901 acre parcel currently zoned as A Agricultural. The applicant has requested that the 1.76 acre portion of this property be rezoned to C-2 Commercial 2. This zoning is in line with the future land use designation for this property which is Commerce.

The property is surrounded by the following current zoning designations:

North:	PD/C-2 Commercial 2 and US 380
East:	C-2 Commercial 2
South:	A Agricultural
West:	C-2 Commercial 2

The subject property is currently designated as Commerce on the Future Land Use Map. The surrounding property has the following designations on the Future Land Use Map per the updated Comprehensive Land Use Plan adopted on March 20, 2023:

North:	Commerce
East:	Light Manufacturing and Warehouse
South:	Commerce
West:	Commerce



Town of Cross Roads

3201 US 380, STE 105 • Cross Roads, Texas 76227 • 940.365.9693

PROFESSIONAL SERVICES DEPOSIT INFORMATION

All submissions requiring the services of the Town Civil Engineer and/or the Town Attorney, including, but not limited to platting, construction plans and planned development applications, will be required to place a Professional Services Deposit at the time of project submission per Town of Cross Roads Code of Ordinances, Chapter 10, Article 9 FILING FEES AND CHARGES:

Sec. 10.09.001 Fee structure

- (a) The town shall determine the base fees and charges for plat review. The town council shall adopt a fee schedule.
- (b) Fees shall be charged on all plats, regardless of action taken by the planning and zoning commission and whether the plat is approved or denied by the town council.
- (c) If the amount deposited is less than the actual cost of reviewing and processing the plat, the balance shall be collected before final consideration of the plat. An administrative fee equal to fifteen percent (15%) of the total of the application fee and processing costs in excess of the original fee will be charged.
- (d) The town may also assess against the applicant, developer or subdivider additional costs incurred by the town for engineering fees and legal fees associated with the review and consideration of a plat in the amount incurred by the town. The payment of these additional fees shall be a condition of plat approval or a prerequisite to the acceptance of any improvements or the issuance of any building permits.

Sec. 10.09.002 Procedure

All fees or charges shall be paid in advance and no action of the planning and zoning commission or any other board or agency shall be valid until the fee or charge has been paid to the town.

Applicants will be billed monthly for any professional services incurred in the previous month. The professional services deposit made at time of submission will be in an amount as indicated on the Town’s fee schedule and will be used towards the last invoice incurred for the project. Applicant will be billed if last invoice exceeds the Professional Services Deposit. Any remaining balance upon project and invoice completion will be refunded to the applicant.

PROFESSIONAL SERVICES CONTACT INFORMATION

Name: GABBY MCGINNIS

Email: gabby@altargrp.com

Phone: 713-534-3490

Address: 11615 Spring Cypress Rd Tomball, TX 77377

Project: Take 5 Oil Change Facility- Cross Roads, TX

I have read and acknowledge the Professional Services Deposit Process.

GABBY MCGINNIS 07/20/23
 Applicant’s Signature Date

Town of Cross Roads’ Use Only Date completed application received: _____
Amount Deposited: _____
Receipt Number: _____
Professional Services Deposit Number: _____

Untitled Map

Write a description for your map.

Legend

- Item 17 p. 6 of 10
- Dutch Bros Coffee
- Feature 1
- PROJECT SITE



Rosa's Café & Tortilla Factory

PROJECT SITE

Cantrell Slough

E University Dr

380



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

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE TOWN OF CROSS ROADS, TEXAS, AS HERETOFORE, AMENDED, BY GRANTING A CHANGE IN ZONING FROM AGRICULTURAL - A TO COMMERCIAL 2 – C2 TO FOR APPROXIMATELY 1.76 +/- ACRES OF LAND SITUATED JUST EAST OF 11911 US 380, CROSS ROADS, DENTON COUNTY, TEXAS DESCRIBED AS A PART OF THE M. JONES SURVEY, TR 70, OLD DCAD TR #9 TOWN OF CROSS ROADS, DENTON COUNTY, TEXAS, AND BEING DEPICTED IN EXHIBIT “A”; PROVIDING DEVELOPMENT STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Planning and Zoning Commission of the Town of Cross Roads and the governing body of the Town of Cross Roads, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, the governing body of the Town of Cross Roads is of the opinion that said zoning ordinance should be amended as provided herein,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CROSSROADS, TEXAS:

SECTION 1. That the Comprehensive Zoning Ordinance and Map of the Town of Cross Roads, Texas, heretofore duly passed by the governing body of the Town of Cross Roads, as heretofore amended, be and the same are hereby amended by granting a change in zoning from Agriculture – A to Commercial 2 - C2 for approximately 1.76 +/- acres of land situated just east of 11911 US 380, Cross Roads, Denton County, Texas described as a part of the M. Jones Survey, TR 70, Old DCAD TR #9, in the Town of Cross Roads, Denton County, Texas, and being described in Exhibit “A” and depicted in Exhibit “B”, attached hereto and incorporated herein (hereinafter the “Property”).

SECTION 2. That the above described Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the Town of Cross Roads, Texas, as heretofore amended, and as amended herein.

SECTION 3. That all provisions of the ordinances of the Town of Cross Roads in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the Town of Cross Roads not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 5. That should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance be adjudged or 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 hereof other than the part so decided to be invalid, illegal, or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6. That any person, firm, or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the Town of Cross Roads, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand (\$2,000.00) Dollars for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

PASSED AND APPROVED this 18th day of **SEPTEMBER, 2023.**

APPROVED:

MAYOR

ATTEST:

TOWN SECRETARY

APPROVED AS TO FORM:

TOWN ATTORNEY

**EXHIBIT A
LEGAL DESCRIPTION**

Being a PROPOSED 1.7576 acre tract of land situated in the MARCELLA JONES SURVEY, ABSTRACT No. 662, and being out of a called 57.153 acre tract of land described in a deed to 720 Partners, LP, a Texas limited partnership of record in Instrument No. 2004-25050 of the Deed Records of Denton County, Texas (D.R.D.C.T), and being more particularly described by metes and bounds as follows:

COMMENCING at a Concrete Monument found for a break point in the north line of Lot 3, Block A, GREENWAY CROSS ROADS ADDITION, as recorded in Instrument No. 2020-235, Plat Records, Denton County, Texas (P.R.D.C.T), being also on the south line of U.S. Highway 380;

THENCE S 79°51'31"E along the common line of U.S. Highway 380 and Lot 3 for a distance of 57.35 feet to a 5/8-inch Found Iron Rod, being the northeast corner of Lot 3, on the south line of U.S Highway 380, being the Northwest corner of the herein described tract and being the POINT OF BEGINNING;

THENCE S 10°20'34"W departing the southern line of U.S. Highway 380 and along the common line of Lot 3 and the herein described for a distance of 383.07 feet to an "X" found cut in the center of a concrete access drive, being the southeast corner of Lot 3, the southwest corner of the herein described tract and being on a northerly line of the remainder of the aforementioned 57.153 acre 720 Partners tract;

THENCE S 87°54'46"E along a common line of the herein described tract and said remainder of the 720 Partners tract for a distance of 211.21 feet to a monument to be set at the southeast corner of the herein described tract, and being an interior ell corner of the remainder of the aforementioned 57.153 acre 720 Partners tract;

THENCE N 10°20'34"E along a common line of the herein described tract and said remainder of the 720 Partners tract for a distance of 343.51 feet to a monument to be set for the northeast corner of the herein described tract, being a northwest corner of the 720 Partners tract, and being located on the south line U.S. Highway 380;

THENCE along the common line of the herein described tract and U.S. Highway 380 for the following courses and distances:

Along a curve to the left for a distance of 23.07 feet. Said curve having a radius of 4658.33 feet, a delta angle of 00°17'02", and a long chord bearing N 72°18'44"W with a distance of 23.07 feet to a monument to be set;

N 72°45'36"W for a distance of 52.48 feet to a 5/8-inch Found Iron Rod; and

N 79°40'01"W for a distance of 134.03 feet to the POINT OF BEGINNING and containing 1.7576 Acres (76,559.8 Square Feet) of land more or less.

**EXHIBIT B
PROPERTY DEPICTION**





Meeting Date:

September 18, 2023

Agenda Item:

CONDUCT A PUBLIC HEARING, discuss and consider an application by Ramon Aranda on behalf of property owner Margarito Espinoza to change the zoning from A-Agricultural to C-2 Commercial 2 for 1.63 acres of land generally located south of 8801 US 380, Cross Roads, Denton County, Texas. (2023-0807-02ZC)

Prepared by:

Kristi Gilbert, Town Administrator

Description:

On August 7, 2023, Ramon Aranda submitted an application on behalf of property owner Margarito Espinoza to change the zoning of a 1.63 acre tract of land located adjacent and immediately south of 8801 US 380. This parcel was acquired as part of a land swap with the adjacent property owner, Crossroads 380, LP. The applicant has indicated the land swap will provide Crossroads 380, LP, with additional access to US 380 while also providing new land configuration for Mr. Espinoza to allow for better development.

Attached is a Staff Review letter dated August 21, 2023. The property located at 8801 US 380 was previously granted a Specific Use Permit (SUP) to allow for Outdoor Retail Sales and Storage. The primary reason the SUP was granted was due to the unique configuration of the site. The application provided indicates only a zoning change from Agricultural to Commercial 2, although the back-up documentation made mention of expanding the SUP. Staff conducted their review and made recommendation based on what was provided on the face of the application.

The proposed request is in compliance with the comprehensive land use plan and a Commercial 2 zoning is appropriate for the location. However, Staff would not be in support of a request to expand the SUP to include the additional land as the SUP was granted because of the limited uses on a unique property. A fact which is no longer the case.

In accordance with Section 14.03.042 of the Town's Code of Ordinances, notice has been published in the Town's newspaper and sent to property owners within 200 feet of the tract.

Planning and Zoning Commission Recommendation:

The Planning and Zoning Commission considered this item at their September 5, 2023 meeting. The Commission unanimously voted in favor of the proposed ordinance amendment.



COUNCIL AGENDA BRIEFING SHEET

Item 18 p. 2 of 14

Recommended Action:

Staff recommends approval of the request to amend the zoning map from Agricultural to C-2 Commercial.

Attachments:

Staff Review Letter – 8/21/23

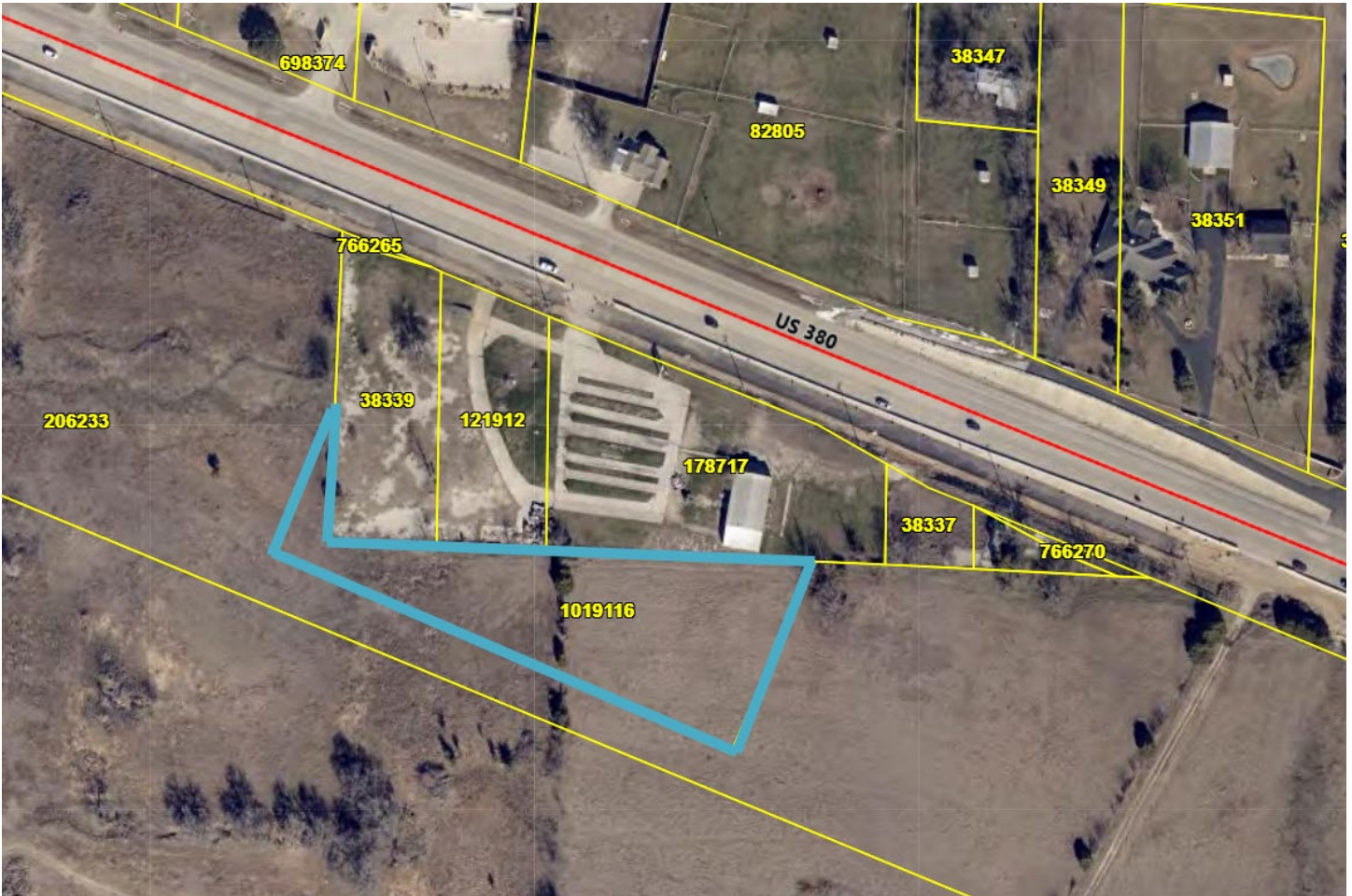
Project Aerial

Application

Ordinance

Project Aerial

8801 US 380 - (2023-0807-02ZC)





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: 8801 US 380 – Request for a zoning change from Agricultural-A and Commercial 2-C2 to Commercial 2-C2 (2023-0807-02ZC)

Location: South of 8801 US 380 (Parcel ID 1019116)

Date of Review: August 21, 2023

Reviewer: Kristi Gilbert, Town Administrator

Recommendation: Staff recommends approval of the change in zoning from Agricultural-A to Commercial 2-C2 for the subject property. It should be noted that the preliminary plat for the original configuration has expired. Additionally, the property acquired was not platted prior to the land swap. Before any property is developed, all of the subject property must be platted in accordance with the Town’s Subdivision Regulations as amended by Council action on July 10, 2023. Additionally, the Specific Use Permit issued for Outdoor Retail Sales and Storage via Ordinance 2022-08 on July 22, 2022 does not apply to the newly acquired property.

Deadline to Submit Revisions or comments: August 25, 2023 by 2:00 p.m.

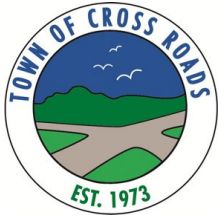
Comments:

The Town is in receipt of application No. 2023-0807-02ZC by applicant Ramon Aranda on behalf of property owner Margarito Espinoza on August 7, 2023. The signed application is for a change in zoning from A-Agricultural and C-2 Commercial to C-2 Commercial for 1.63 acres of land that was acquired as part of a land swap with an adjacent property owner without benefit of platting. Included with the application was a “Land Use Statement” that indicates the request is for C-2 Commercial and a Specific Use Permit for Outside Storage. Since the face of the application made no mention of a Specific Use Permit and since site plan documents were not included in the application, the application is being processed as a change to C-2 Commercial 2 only.

The subject property is comprised of 1.63 acres of land in the R.J. Moseley Survey, Abstract No. 803 and described in a deed to Margarito Espinoza as recorded in Instrument No. 2023-19359 of the Real Property Records of Denton County, Texas.

The property is surrounded by the following current zoning designations:

North:	Commercial 2 – C2 and US 380
East:	Agricultural - A
South:	Agricultural - A
West:	Agricultural - A



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

The subject property is currently designated as Commerce on the Future Land Use Map. The surrounding property has the following designations on the Future Land Use Map per the updated Comprehensive Land Use Plan adopted on March 20, 2023:

North:	Commerce
East:	Commerce
South:	Commerce
West:	Commerce

It should be noted that the preliminary plat for the original configuration has expired. Additionally, the property acquired was not platted prior to the land swap. Before any property is developed, all of the subject property must be platted in accordance with the Town's Subdivision Regulations as amended by Council action on July 10, 2023. Additionally, the Specific Use Permit issued for Outdoor Retail Sales and Storage via Ordinance 2022-08 on July 22, 2022 does not apply to the newly acquired property.

Staff recommends approval of the change in zoning from Agricultural-A to Commercial 2-C2 for the subject property. Please be aware of the Staff email sent to the applicant on April 18, 2023 indicating that the expansion of the Specific Use Permit (SUP) to the additional property is unlikely given the fact that the primary reason for granting the SUP was due to the unique configuration of the original property.

TOWN OF CROSS ROADS
DEVELOPMENT APPLICATION



DATE: _____

APPLICATION #: _____

PROJECT: _____

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

Applications are only received on the dates listed on the Submission Schedule.

DEVELOPMENT APPLICATION

_____ Zone Change _____ Technical Site Plan _____ Grading _____ Miscellaneous

Land Owner Name _____ Signature _____

Owner Mailing Address _____

Owner Contact Phone _____ Email _____

Applicant Name _____ Signature _____

Project Contact Mailing Address _____

Project Contact Phone _____ Email _____

Proposed Project Name _____ Location _____

Abstract, Lot, Block _____ DCAD ID _____

Current Zoning _____ Requested Zoning _____

Number of Lots _____ Acres _____

REQUIRED SUBMISSION DOCUMENTS

1. Filing Fee; see page 6 of Master Fee Schedule.
2. Legal Description and plat of the subject site typed and attached separately or the subdivision name with lot and block number.
3. Map - A location map clearly showing the site in relation to adjacent streets and distance to nearest thoroughfare.
4. Site Plan (Commercial)
5. Drawings: one full, two 11x17
6. Electronic copy of all the above; this may be sent by email on submission day.

ADDITIONAL INFORMATION



Town of Cross Roads

3201 US 380, STE 105 • Cross Roads, Texas 76227 • 940.365.9693

PROFESSIONAL SERVICES DEPOSIT INFORMATION

All submissions requiring the services of the Town Civil Engineer and/or the Town Attorney, including, but not limited to platting, construction plans and planned development applications, will be required to place a Professional Services Deposit at the time of project submission per Town of Cross Roads Code of Ordinances, Chapter 10, Article 9 FILING FEES AND CHARGES:

Sec. 10.09.001 Fee structure

- (a) The town shall determine the base fees and charges for plat review. The town council shall adopt a fee schedule.
- (b) Fees shall be charged on all plats, regardless of action taken by the planning and zoning commission and whether the plat is approved or denied by the town council.
- (c) If the amount deposited is less than the actual cost of reviewing and processing the plat, the balance shall be collected before final consideration of the plat. An administrative fee equal to fifteen percent (15%) of the total of the application fee and processing costs in excess of the original fee will be charged.
- (d) The town may also assess against the applicant, developer or subdivider additional costs incurred by the town for engineering fees and legal fees associated with the review and consideration of a plat in the amount incurred by the town. The payment of these additional fees shall be a condition of plat approval or a prerequisite to the acceptance of any improvements or the issuance of any building permits.

Sec. 10.09.002 Procedure

All fees or charges shall be paid in advance and no action of the planning and zoning commission or any other board or agency shall be valid until the fee or charge has been paid to the town.

Applicants will be billed monthly for any professional services incurred in the previous month. The professional services deposit made at time of submission will be in an amount as indicated on the Town’s fee schedule and will be used towards the last invoice incurred for the project. Applicant will be billed if last invoice exceeds the Professional Services Deposit. Any remaining balance upon project and invoice completion will be refunded to the applicant.

PROFESSIONAL SERVICES CONTACT INFORMATION

Name: _____

Email: _____

Phone: _____

Address: _____

Project: _____

I have read and acknowledge the Professional Services Deposit Process.

Applicant’s Signature

Date

Town of Cross Roads’ Use Only

Date completed application received: _____

Amount Deposited: _____

Receipt Number: _____

Professional Services Deposit Number: _____

**LAND USE STATEMENT
8801 US-380
Cross Roads, TX 76227**

REQUEST

A C2 Commercial and a Specific Use for Outside Storage

EXISTING ZONING

Commercial district C2, and Agricultural district (A).

EXISTING LAND USE

Vacant building.

SITE BACKGROUND AND ANALYSIS

The site is vacant and recently increased its size due to a land swap with the neighbors on the south side. The swap of land will offer the opportunity of said neighbor access to the service road of US Highway 380. In addition to this, the new land configuration will offer the subject land of this request a better option to develop it.

The total land exchange was 1.11 acres.

The total new area being requested for a zoning change is 1.63 Acres and can be seen in the provided survey as “Tract 2”.

The following pieces of property will no longer be apart of the property used: “Tract 1” & “Tract 3” which can be seen in the provided survey.

BUSINESS OPERATION

The outside storage will include pre-cut stone, sand, and gravel. The stone will be placed on wooden platforms and stacked to a maximum high of 8’ feet. The sand and gravel will be placed separate cubicles 10’ high.

The proposed schedule is Monday to Saturday. Monday to Friday the business operation hours would be from 7 am to 5 pm, and on Saturday from 7 am to 1 pm.

SITE TRAFFIC DINAMIC.

The site is served by the eastbound service road of US Highway 380 and contains only two points of accesses and exits. The existing building will remain, as well as its infrastructure including, electricity, water, and a septic tank. No new services are required.

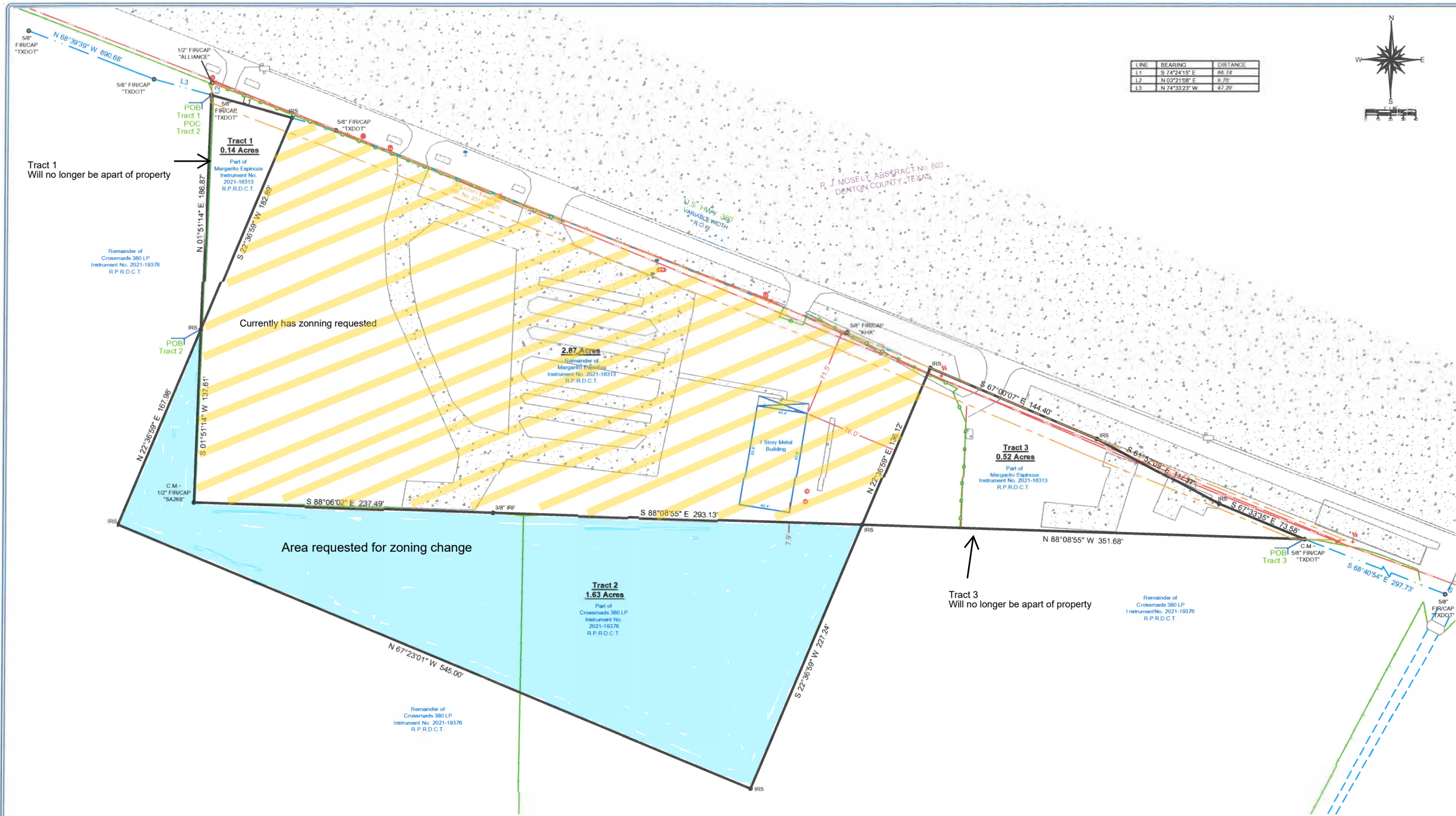
ZONING AND LAND USE ANALYSIS/COMPATIBILITY

A great portion of the site is zoned for C2 Commercial and contains a Specific Use Permit for Outside Storage. Due to a recent land acquisition, the site needs to be rezoned C2 Commercial for the new land configuration and a new Specific Use Permit for Outside Storage. Since the site fronts US Highway 380, the C2 Commercial district would be the most appropriate zoning for this land.

Additionally, all the land surrounding the site is vacant and may, in the future, be zoned commercial due to the economic benefits that would bring to the city tax base. Additionally, if the request is approved, the fully developed site would offer new lighting, landscaping, and screen of high quality and safety to the area.

TOPOGRAPHY

The site slopes from southeast to northwest in a continuous manner.



LEGEND

- C.M. = Controlling Monument
- FR = Found Iron Rod
- TXDOT = Texas Department of Transportation
- IRS = 1/2" Capped Iron Rod Set
- POB = Point of Beginning
- POC = Point of Commencing
- ROW = Right-Of-Way
- U = Utility Pole
- W = Water Meter
- U = Utility Pole
- S = Septic Tank Lid
- V = Valve
- F = Fire Hydrant
- T = Telephone Riser
- B = Buried Cable TV Sign
- P = Propane Gas Tank
- T = Traffic/Parking Sign
- M = Mailbox
- C = Edge of Concrete
- A = Edge of Asphalt
- B = Building/Structure
- W = Wire Fence
- I = Iron Fence
- O = Overhead Utility Line

= Concrete
 = Crested Area

Legal description of land: Tract 1

TO ALL PARTIES DIRECTLY INTERESTED IN THE PREMISES SURVEYED
 I have this date directed a careful and accurate survey made on the grounds of the property located on U. S. Highway 380, in Denton County, Texas, being further described as follows:
BEING all of that certain lot, tract or parcel of land situated in the R. J. Mosely Survey, Abstract No. 803, in Denton County, Texas, and being a part of a tract of land described in a deed to Margarito Espinoza, as recorded in Instrument No. 2021-16313, of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:
BEGINNING at capped 5/8 inch iron rod, stamped "TXDOT", found for the northwest corner of the herein described tract, same being the northwest corner of said Espinoza tract, same being a salient northeast corner of a tract of land described in a deed to Crossroads 380 LP, as recorded in Instrument No. 2021-19376, R.P.R.D.C.T., same being in the south line of U. S. Highway 380 (a variable width right-of-way), same from which a capped 5/8 inch iron rod, stamped "TXDOT", found in the common line of said Crossroads 380 LP tract and U. S. Highway 380 bears North 74 degrees 33 minutes 23 seconds West, a distance of 47.29 feet;
THENCE South 74 degrees 24 minutes 15 seconds East, with the line common to said Espinoza tract and U. S. Highway 380, a distance of 66.74 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
THENCE South 22 degrees 36 minutes 59 seconds West, traversing over and across said Espinoza tract, a distance of 182.89 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner in the line common to said Espinoza and Crossroads 380 LP tracts;
THENCE North 01 degrees 51 minutes 14 seconds East, with the line common to said Espinoza and Crossroads 380 LP tracts, a distance of 186.87 feet to the **POINT OF BEGINNING** and containing a total of 0.14 acres of land, more or less.

Legal description of land: Tract 2

TO ALL PARTIES DIRECTLY INTERESTED IN THE PREMISES SURVEYED
 I have this date directed a careful and accurate survey made on the grounds of the property located on U. S. Highway 380, in Denton County, Texas, being further described as follows:
BEING all of that certain lot, tract or parcel of land situated in the R. J. Mosely Survey, Abstract No. 803, in Denton County, Texas, and being a part of a tract of land described in a deed to Crossroads 380 LP, as recorded in Instrument No. 2021-19376, of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:
COMMENCING at capped 5/8 inch iron rod, stamped "TXDOT", found for a salient northeast corner of a tract of said Crossroads 380 LP tract, same being the northwest corner of a tract of land described in a deed to Margarito Espinoza, as recorded in Instrument No. 2021-16313, R.P.R.D.C.T., same being in the south line of U. S. Highway 380 (a variable width right-of-way), same from which a capped 5/8 inch iron rod, stamped "TXDOT", found in the common line of said Crossroads 380 LP tract and U. S. Highway 380 bears North 74 degrees 33 minutes 23 seconds West, a distance of 47.29 feet;
THENCE South 01 degrees 51 minutes 14 seconds West, with the line common to said Crossroads 380 LP and Espinoza tracts, a distance of 186.87 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for the westernmost north corner and **POINT OF BEGINNING** of the herein described tract;
THENCE with the line common to said Crossroads 380 LP and Espinoza tracts, the following three (3) courses and distances:
 1) South 01 degrees 51 minutes 14 seconds West, a distance of 137.61 feet to a capped 1/2 inch iron rod, stamped "SA268", found for corner;
 2) South 88 degrees 06 minutes 02 seconds East, a distance of 237.49 feet to a 3/8 inch iron rod found for corner;
 3) South 88 degrees 08 minutes 55 seconds East, a distance of 293.13 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner, same from which a capped 5/8 inch iron rod, stamped "TXDOT", found for the east corner of said Espinoza tract bears South 88 degrees 08 minutes 55 seconds East, a distance of 351.68 feet;

Legal description of land: Tract 3

TO ALL PARTIES DIRECTLY INTERESTED IN THE PREMISES SURVEYED
 I have this date directed a careful and accurate survey made on the grounds of the property located on U. S. Highway 380, in Denton County, Texas, being further described as follows:
BEING all of that certain lot, tract or parcel of land situated in the R. J. Mosely Survey, Abstract No. 803, in Denton County, Texas, and being a part of a tract of land described in a deed to Margarito Espinoza, as recorded in Instrument No. 2021-16313, of the Real Property Records of Denton County, Texas (R.P.R.D.C.T.), and being more particularly described as follows:
BEGINNING at a capped 5/8 inch iron rod, stamped "TXDOT", found for the eastern corner said Espinoza tract, same being salient northeast corner of a tract of land described in a deed to Crossroads 380 LP, as recorded in Instrument No. 2021-19376, R.P.R.D.C.T., same being in the south line of U. S. Highway 380 (a variable width right-of-way), same from which a capped 5/8 inch iron rod, stamped "TXDOT", found in the common line of said Crossroads 380 LP tract and U. S. Highway 380 bears South 68 degrees 40 minutes 54 seconds East, a distance of 297.73 feet;
THENCE North 88 degrees 08 minutes 55 seconds West, with the line common to said Espinoza and Crossroads 380 LP tracts, a distance of 351.68 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
THENCE North 22 degrees 36 minutes 59 seconds East, departing said common line and traversing over and across said Espinoza tract, a distance of 136.12 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner in the south line of said U. S. Highway 380;
THENCE with the line common to said Espinoza tract and U. S. Highway 380, the following three (3) courses and distances:
 1) South 67 degrees 00 minutes 07 seconds East, a distance of 144.40 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
 2) South 61 degrees 52 minutes 09 seconds East, a distance of 111.37 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
 3) South 67 degrees 33 minutes 35 seconds East, a distance of 73.58 feet to the **POINT OF BEGINNING** and containing a total of 0.52 acres of land, more or less

FLOOD STATEMENT: I have reviewed the F.E.M.A. Flood Insurance Rate Map for the Town of Crossroads, Community Number 481513 effective date 4-18-2011 and that map indicates as scaled, that this property is within "Non-Shaded Zone X" defined as "Areas determined to be outside the 0.2% annual chance flood (500-year)" as shown on Panel 405 G of said map

NOTE: Bearings shown hereon are referenced to the Texas Coordinate System of 1983, North Central Zone (4202), and are based on the North American Datum of 1983, 2011 Adjustment

NOTE: The location of underground utilities shown hereon are approximate. No excavation was performed

SURVEYORS CERTIFICATION

Certified to: Margarito Espinoza
 This survey correctly represents the results of an on-the-ground survey made under my direction and supervision on 12-04-2020, and substantially complies with the current Texas Society of Professional Surveyors Standards and Specifications for a **Category 1B Condition II Survey**. There are no apparent encroachments, intrusions or protrusions except as shown hereon.



KAZ SURVEYORS, INC.
 1720 WESTMINSTER
 DENTON, TX 76205
 (940) 382-3446
 JOB NUMBER: 200430-01
 DRAWN BY: SWIM
 DATE: 09-26-2022
 KENNETH A. ZOLLINGER

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

AN ORDINANCE OF THE TOWN OF CROSS ROADS, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE AND MAP OF THE TOWN OF CROSS ROADS, TEXAS, AS HERETOFORE, AMENDED, BY GRANTING A CHANGE IN ZONING FROM AGRICULTURAL - A TO COMMERCIAL 2 – C2 TO FOR APPROXIMATELY 1.63 +/- ACRES OF LAND SITUATED JUST SOUTH OF 8801 US 380, CROSS ROADS, DENTON COUNTY, TEXAS DESCRIBED AS, BEING A PART OF THE R.J. MOSELEY SURVEY, TR 98B(2) TOWN OF CROSS ROADS, DENTON COUNTY, TEXAS, AND BEING DEPICTED IN EXHIBIT “A”; PROVIDING DEVELOPMENT STANDARDS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND (\$2,000.00) DOLLARS FOR EACH OFFENSE; AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas, the Planning and Zoning Commission of the Town of Cross Roads and the governing body of the Town of Cross Roads, in compliance with state laws with reference to amending the Comprehensive Zoning Ordinance, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, the governing body of the Town of Cross Roads is of the opinion that said zoning ordinance should be amended as provided herein,

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CROSSROADS, TEXAS:

SECTION 1. That the Comprehensive Zoning Ordinance and Map of the Town of Cross Roads, Texas, heretofore duly passed by the governing body of the Town of Cross Roads, as heretofore amended, be and the same are hereby amended by granting a change in zoning from Agriculture – A to Commercial 2 - C2 for approximately 1.63 +/- acres of land situated just south of 8801 US 380, Cross Roads, Denton County, Texas described as a part of the R.J. Moseley Survey, TR 98B(2) in the Town of Cross Roads, Denton County, Texas, and being described in Exhibit “A” and depicted in Exhibit “B”, attached hereto and incorporated herein (hereinafter the “Property”).

SECTION 2. That the above described Property shall be used only in the manner and for the purposes provided herein and by the ordinances of the Town of Cross Roads, Texas, as heretofore amended, and as amended herein.

SECTION 3. That all provisions of the ordinances of the Town of Cross Roads in conflict with the provisions of this ordinance as applicable to the Property be and the same are hereby repealed and all other provisions of the ordinances of the Town of Cross Roads not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 4. An offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 5. That should any sentence, paragraph, subdivision, clause, phrase, or section of this ordinance be adjudged or 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 hereof other than the part so decided to be invalid, illegal, or unconstitutional, and shall not affect the validity of the Comprehensive Zoning Ordinance as a whole.

SECTION 6. That any person, firm, or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the Town of Cross Roads, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Two Thousand (\$2,000.00) Dollars for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

SECTION 7. This ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and charter in such cases provide.

PASSED AND APPROVED this 18th day of **September, 2023**.

APPROVED:

MAYOR

ATTEST:

TOWN SECRETARY

APPROVED AS TO FORM:

TOWN ATTORNEY

**EXHIBIT A
LEGAL DESCRIPTION**

COMMENCING at capped 5/8 inch iron rod, stamped "TXDOT", found for a salient northeast corner of a tract of said Crossroads 380 LP tract, same being the northwest corner of a tract of land described in a deed to Margarito Espinoza, as recorded in Instrument No. 2021-16313, R.P.R.D.C.T., same being in the south line of U.S. Highway 380 (a variable width right-of-way), same from which a capped 5/8 inch iron rod, stamped "TXDOT", found in the common line of said Crossroads 380 LP tract and U.S. Highway 380 bears North 74 degrees 33 minutes 23 seconds West, a distance of 47.29 feet;

THENCE South 01 degrees 51 minutes 14 seconds West, with the line common to said Crossroads 380 LP and Espinoza tracts, a distance of 186.87 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for the westernmost north corner and **POINT OF BEGINNING** of the herein described tract;

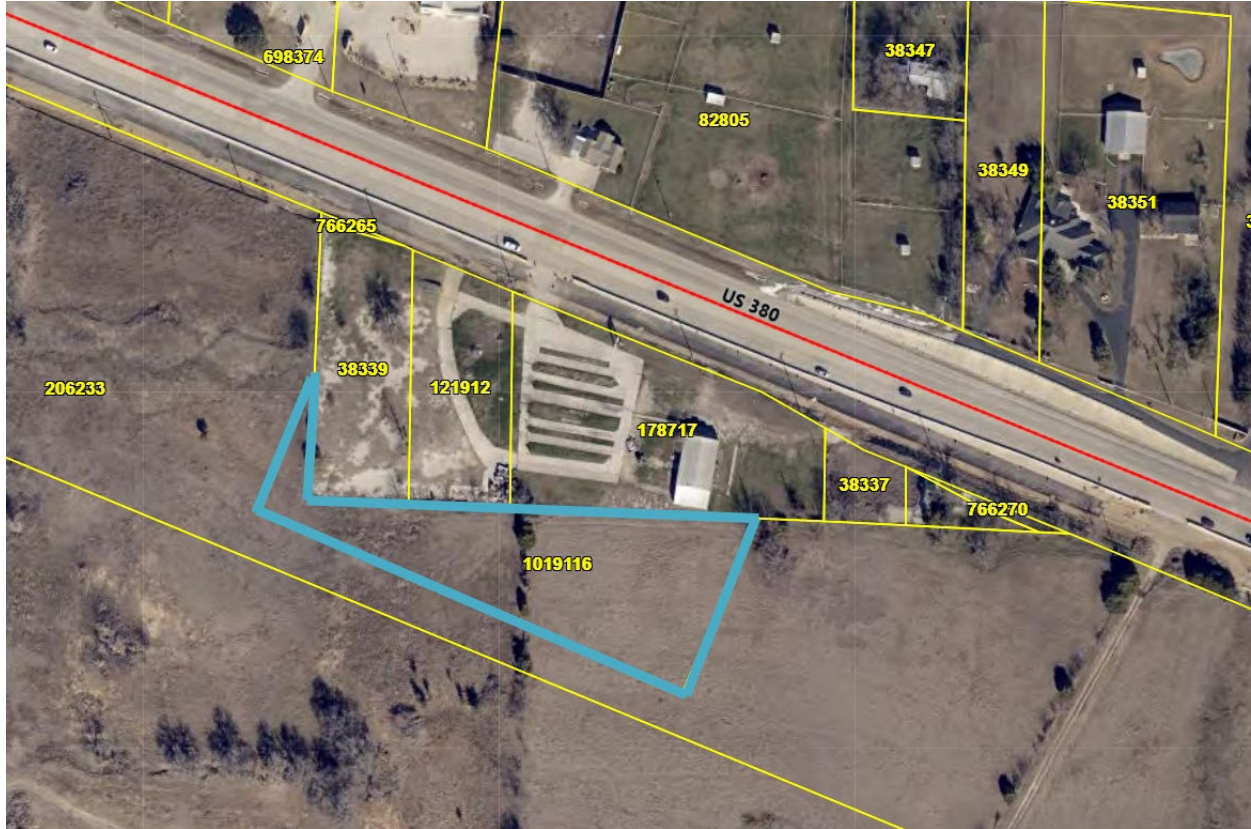
THENCE with the line common to said Crossroads 380 LP and Espinoza tracts, the following three (3) courses and distances:

- 1) South 01 degrees 51 minutes 14 seconds West, a distance of 137.61 feet to a capped 1/2 inch iron rod, stamped "SA268", found for corner;
- 2) South 88 degrees 06 minutes 02 seconds East, a distance of 237.49 feet to a 3/8 inch iron rod found for corner;
- 3) South 88 degrees 08 minutes 55 seconds East, a distance of 293.13 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner; same from which a capped 5/8 inch iron rod, stamped "TXDOT", found for the east corner of said Espinoza tract bears South 88 degrees 08 minutes 55 seconds East, a distance of 351.68 feet;

THENCE departing said common line and traversing over and across said Crossroads 380 LP tract, the following three (3) courses and distances:

- 1) South 22 degrees 36 minutes 59 seconds West, a distance of 227.24 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
- 2) North 67 degrees 23 minutes 01 seconds West, a distance of 545.00 feet to a capped 1/2 inch iron rod, stamped "KAZ", set for corner;
- 3) North 22 degrees 36 minutes 59 seconds East, a distance of 167.98 feet to the **POINT OF BEGINNING** and containing a total of 1.63 acres of land, more or less.

**EXHIBIT B
PROPERTY DEPICTION**





Meeting Date:

September 18, 2023

Agenda Item:

CONDUCT A PUBLIC HEARING, discuss, and consider items related to the Fiscal Year 2023-2024 budget.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

Enclosed for Council reference is the final version of the Proposed FY 2024 Budget. The budget includes items reflective of Council discussion over the course of the past few months.

For reference purposes, a budget report generated from FundView, the Town's accounting software, has also been included.

Recommendation:

Staff recommends approval of the FY 2024 Budget as presented.

Attachments:

Proposed Budget Ordinance - All Funds

TOWN OF CROSS ROADS

ORDINANCE NO. 2023-_____

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS, ADOPTING THE BUDGET FOR THE 2023-2024 FISCAL YEAR; 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 conducted a public hearing on the Fiscal Year 2023-2024 budget at a meeting conducted on September 18, 2023 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 budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024 as shown in *Exhibit "A."*

SECTION 4. That a copy of the official adopted 2023-2024 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 18th DAY OF SEPTEMBER 2023.

Mayor

ATTEST:

Town Secretary

APPROVED AS TO FORM:

Town Attorney

EXHIBIT A
FY 2023-2024 BUDGET

100 - GENERAL FUND

Category	FY24
REVENUES - GENERAL FUND - 100	
TOTAL REVENUES - GENERAL FUND	\$ 3,847,605.00
EXPENSES - GENERAL FUND - 100	
ADMINISTRATION - 110	
Personnel and Benefits	\$ 665,950.00
Supplies	\$ 13,000.00
Contractual Services	\$ 842,261.50
Maintenance	\$ 15,000.00
Capital Outlay	\$ -
Subtotal	\$ 1,536,211.50
MUNICIPAL COURT - 210	
Personnel and Benefits	\$ 12,954.00
Supplies	\$ 6,450.00
Contractual Services	\$ 36,350.00
Capital Outlay	\$ -
Subtotal	\$ 55,754.00
POLICE -310	
Subtotal	\$ 1,632,885.00
PARKS & RECREATION - 410	
Subtotal	\$ 21,300.00
COMMUNITY DEVELOPMENT - 510	
Subtotal	\$ 3,000.00
INSPECTIONS - 520	
Subtotal	\$ 63,000.00
PUBLIC WORKS - 610	
Subtotal	\$ 136,000.00
TOTAL OPERATING EXP - GEN. FUND	\$ 3,448,150.50
Net Operating Income	\$ 399,454.50

SUMMARY ALL OTHER FUNDS

FY 24

LEGAL CONTINGENCY

REVENUES - LEGAL CONTINGENCY - 150	
Investment Income	\$ 15,000.00
Transfers	\$ -
TOTAL REVENUES - LEGAL CONTINGENCY	\$ 15,000.00
EXPENSES - LEGAL CONTINGENCY - 150	
TOTAL EXPENSES - LEGAL CONTINGENCY	\$ -
Net Income	\$ 15,000.00
FUND BALANCE	\$ 527,964.70

MUNICIPAL DEVELOPMENT DISTRICT

REVENUES - MDD - 210	
Sales Tax	\$ 438,000.00
Investment Income	\$ 22,100.00
Miscellaneous	\$ 19,200.00
Other Income	\$ -
Transfers	\$ -
TOTAL REVENUES - MUNICIPAL DEV. DISTRICT	\$ 479,300.00
EXPENSES - MDD - 210	
Contractual Services	\$ 273,000.00
Maintenance	\$ 10,000.00
Debt Service	\$ 50,019.28
Capital Outlay	\$ -
TOTAL EXPENSES - MUNICIPAL DEV. DISTRICT	\$ 333,019.28
Net Income	\$ 146,280.72
FUND BALANCE	\$ 1,107,763.57

COURT TECHNOLOGY

REVENUES - COURT TECHNOLOGY - 240	
Court Revenue	\$ 4,800.00
TOTAL REVENUES - COURT TECHNOLOGY	\$ 4,800.00
EXPENSES - COURT TECHNOLOGY - 240	
Contractual Services	\$ 3,950.00
Capital Outlay	\$ -
TOTAL EXPENSES - COURT TECHNOLOGY	\$ 3,950.00
Net Income	\$ 850.00
FUND BALANCE	\$ 2,648.00

SUMMARY ALL OTHER FUNDS

FY 24

COURT SECURITY

REVENUES - COURT SECURITY - 241		
Court Revenue	\$	6,125.00
TOTAL REVENUES - COURT SECURITY	\$	6,125.00
EXPENSES - COURT SECURITY - 241		
Contractual Services	\$	5,000.00
Capital Outlay	\$	30,000.00
TOTAL EXPENSES - COURT SECURITY	\$	35,000.00
Net Income	\$	(28,875.00)
FUND BALANCE	\$	4,768.57

TRUANCY

REVENUES - TRUANCY - 242		
Court Revenue	\$	5,625.00
TOTAL REVENUES - TRUANCY	\$	5,625.00
EXPENSES - TRUANCY - 242		
TOTAL EXPENSES - TRUANCY	\$	-
Net Income	\$	5,625.00
FUND BALANCE	\$	29,698.93

JURY

REVENUES - JURY - 243		
Court Revenue	\$	100.00
TOTAL REVENUES - JURY	\$	100.00
EXPENSES - JURY - 243		
TOTAL EXPENSES - JURY	\$	-
Net Income	\$	100.00
FUND BALANCE	\$	568.80

LEOSE

REVENUES - LEOSE - 260		
Investment Income	\$	-
Intergovernmental	\$	1,100.00
TOTAL REVENUES - LEOSE	\$	1,100.00
EXPENSES - LEOSE -260		
TOTAL EXPENSES - LEOSE	\$	-
Net Income	\$	1,100.00
FUND BALANCE	\$	1,227.67

SUMMARY ALL OTHER FUNDS

FY 24

POLICE DONATIONS

REVENUES - POLICE DONATIONS - 265	
Contributions	\$ 1,700.00
Donations	\$ -
Intergovernmental	\$ -
TOTAL REVENUES - POLICE DONATIONS	\$ 1,700.00
EXPENSES - POLICE DONATIONS - 265	
Supplies	\$ 2,500.00
Grants	\$ -
Capital Outlay	\$ -
TOTAL EXPENSES - POLICE DONATIONS	\$ 2,500.00
Net Income	\$ (800.00)
FUND BALANCE	\$ 3,555.70

CAPITAL IMPROVEMENT

REVENUES - CAPITAL IMPROVEMENT - 310	
Investment Income	\$ -
Contributions	\$ -
Transfers	\$ -
TOTAL REVENUES - CAPITAL IMPROVEMENT	\$ -
EXPENSES - CAPITAL IMPROVEMENT - 310	
Contractual Services	\$ -
Capital Outlay	\$ 45,000.00
TOTAL EXPENSES - CAPITAL IMPROVEMENT	\$ 45,000.00
Net Income	\$ (45,000.00)
FUND BALANCE	\$ 69,000.00

PARK IMPROVEMENT

REVENUES - PARK IMPROVEMENT - 320	
Fines and Fees	\$ -
Intergovernmental	\$ -
Donations	\$ -
Transfers	\$ 10,000.00
TOTAL REVENUES - PARK IMPROVEMENT	\$ 10,000.00
EXPENSES - PARK IMPROVEMENT - 320	
Contractual Services	\$ 30,000.00
Capital Outlay	\$ 15,000.00
TOTAL EXPENSES - PARK IMPROVEMENT	\$ 45,000.00
Net Income	\$ (35,000.00)
FUND BALANCE	\$ 24,996.79

SUMMARY ALL OTHER FUNDS

FY 24

VEHICLE/EQUIPMENT REPLACEMENT

REVENUES - VEHICLE/EQUIPMENT REPLACEMENT - 330	
Intergovernmental	\$ -
Miscellaneous	\$ 16,000.00
Transfers	\$ 63,850.00
TOTAL REVENUES -VEHICLE/EQUIP REPLACE	\$ 79,850.00
EXPENSES - VEHICLE/EQUIPMENT REPLACEMENT - 330	
Capital Outlay	\$ 142,000.00
TOTAL EXPENSES -VEHICLE/EQUIP REPLACE	\$ 142,000.00
Net Income	\$ (62,150.00)
FUND BALANCE	\$ (4,708.27)

PUBLIC SAFETY BUILDING

REVENUES - PUBLIC SAFETY BUILDING - 350	
Investment Income	\$ 24,500.00
TOTAL REVENUES - PUBLIC SAFETY BLDG	\$ 24,500.00
EXPENSES - PUBLIC SAFETY BUILDING - 350	
TOTAL EXPENSES - PUBLIC SAFETY BLDG	\$ -
Net Income	\$ 24,500.00
FUND BALANCE	\$ 722,479.29

ROAD IMPROVEMENT

REVENUES - ROAD IMPROVEMENT - 370	
Investment Income	\$ 34,500.00
Intergovernmental	\$ 1,825,000.00
Contributions	\$ -
Transfers	\$ 428,700.00
TOTAL REVENUES - ROAD IMPROVEMENT	\$ 2,288,200.00
EXPENSES - ROAD IMPROVEMENT -370	
Contractual Services	\$ 1,940,000.00
Capital Outlay	\$ 500,000.00
TOTAL EXPENSES - ROAD IMPROVEMENT	\$ 2,440,000.00
Net Income	\$ (151,800.00)
FUND BALANCE	\$ 834,389.79

SUMMARY ALL OTHER FUNDS

FY 24

COVID GRANT

REVENUES - COVID GRANT - 510		
Investment Income	\$	-
Intergovernmental	\$	-
Transfers	\$	-
TOTAL REVENUES -COVID GRANT	\$	-
EXPENSES - COVID GRANT - 510		
Contractual Services	\$	-
Grants	\$	-
Capital Outlay	\$	73,850.00
TOTAL EXPENSES -VEHICLE/EQUIP REPLACE	\$	73,850.00
Net Income	\$	(73,850.00)
FUND BALANCE	\$	3.01

Account #	Account Description	Category	FY 24
REVENUES - GENERAL FUND - 100			
100-40100	Sales Tax Revenue	Sales Tax	\$ 3,000,000.00
100-40110	Mixed Beverage Tax Revenue	Sales Tax	\$ 25,000.00
	Subtotal	Sales Tax	\$ 3,025,000.00
100-40120	Franchise Tax Telecom	Franchise Taxes	\$ 3,300.00
100-40121	Franchise Tax Waste	Franchise Taxes	\$ 27,300.00
100-40122	Franchise Tax Electric	Franchise Taxes	\$ 148,050.00
100-40123	Franchise Tax Gas	Franchise Taxes	\$ 30,780.00
100-40124	Franchise Tax Mustang SUD	Franchise Taxes	\$ 29,925.00
	Subtotal	Franchise Taxes	\$ 239,355.00
100-40200	Development/Platting/Permit Fees	Licenses & Permits	\$ 30,000.00
100-40201	Infrastructure Inspection Fees	Licenses & Permits	\$ 75,000.00
100-40202	Residential Bldg Permits and Inspections	Licenses & Permits	\$ 40,000.00
100-40203	Commercial Bldg Permits and Inspections	Licenses & Permits	\$ 50,000.00
100-40204	Septic Permits and Fees	Licenses & Permits	\$ 3,250.00
100-40206	Health Inspection and Fees	Licenses & Permits	\$ 29,000.00
100-40207	Alcohol Permit/License	Licenses & Permits	\$ 5,000.00
100-40208	Signs Permit and Fees	Licenses & Permits	\$ 6,000.00
	Subtotal	Licenses & Permits	\$ 238,250.00
100-40210	Municipal Court Fines	Court Revenue	\$ 190,000.00
	Subtotal	Court Revenue	\$ 190,000.00
100-40300	Administrative Fees	Fines & Fees	\$ 25,000.00
100-40314	Credit Card Processing Fee	Fines & Fees	\$ 3,500.00
100-40330	Founder's Day Revenue	Fines & Fees	\$ 500.00
	Subtotal	Fines & Fees	\$ 29,000.00
100-40304	MDD Contribution	Contributions	\$ 57,500.00
100-40500	Developer Contributions	Contributions	\$ -
	Subtotal	Contributions	\$ 57,500.00
100-40306	Interest Revenue	Investment Income	\$ 47,500.00
	Subtotal	Investment Income	\$ 47,500.00
100-40315	Miscellaneous Income	Miscellaneous	\$ 1,000.00
	Subtotal	Miscellaneous	\$ 1,000.00
100-40410	Intergovernmental Revenue	Intergovernmental	\$ -
	Subtotal	Intergovernmental	\$ -
100-40455	Donations	Donations	\$ 20,000.00
	Subtotal	Donations	\$ 20,000.00
100-40610	Insurance Proceeds	Other Income	\$ -
	Subtotal	Other Income	\$ -
100-40910	Transfers In	Transfers	\$ -
	Subtotal	Transfers	\$ -
TOTAL REVENUES - GENERAL FUND			\$ 3,847,605.00

Account #	Account Description	Category	FY 24
EXPENSES - GENERAL FUND - 100			
ADMINISTRATION - 110			
100-110-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 510,000.00
100-110-51102	Overtime	Personnel and Benefits	\$ 800.00
100-110-51105	Longevity Pay	Personnel and Benefits	\$ 1,200.00
100-110-51109	Auto Allowance	Personnel and Benefits	\$ 1,800.00
100-110-51210	Payroll Expenses: Company Contributions: Retirement	Personnel and Benefits	\$ 52,500.00
100-110-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 41,500.00
100-110-51216	Employee Health Benefits	Personnel and Benefits	\$ 55,000.00
100-110-51220	Workers Compensation	Personnel and Benefits	\$ 2,750.00
100-110-51230	Unemployment	Personnel and Benefits	\$ 200.00
100-110-51250	Mileage Reimbursements-Non Tax	Personnel and Benefits	\$ 100.00
100-110-51255	Miscellaneous Reimbursements	Personnel and Benefits	\$ 100.00
	Subtotal	Personnel and Benefits	\$ 665,950.00
100-110-52014	Office Supplies	Supplies	\$ 6,500.00
100-110-52030	Postage	Supplies	\$ 1,250.00
100-110-52100	Minor Tools and Equipment	Supplies	\$ 5,250.00
	Subtotal		\$ 13,000.00
100-110-53001	Accounting and Auditing Fees	Contractual Services	\$ 18,000.00
100-110-53002	Advertising and Promotion	Contractual Services	\$ 3,000.00
100-110-53004	Software	Contractual Services	\$ 30,000.00
100-110-53006	Codification Services	Contractual Services	\$ 4,250.00
100-110-53010	Property and Liability Insurance	Contractual Services	\$ 6,600.00
100-110-53012	Legal Fees	Contractual Services	\$ 75,000.00
100-110-53015	Dues and Subscriptions	Contractual Services	\$ 1,000.00
100-110-53016	Public Notices/Dues	Contractual Services	\$ 2,000.00
100-110-53022	Training and Travel	Contractual Services	\$ 17,750.00
100-110-53028	Lovetts 380 Agreement	Contractual Services	\$ -
100-110-53030	Credit Card Charge	Contractual Services	\$ 3,500.00
100-110-53033	Community Events	Contractual Services	\$ 20,000.00
100-110-53045	Lease and CAM Pmts - Town Hall	Contractual Services	\$ 71,000.00
100-110-53050	Careflite Services	Contractual Services	\$ 2,000.00
100-110-53055	City of Aubrey Library Fund	Contractual Services	\$ 5,000.00
100-110-53080	Engineering Services	Contractual Services	\$ 40,000.00
100-110-53081	Information Technology Services	Contractual Services	\$ -
100-110-53083	Professional Services	Contractual Services	\$ 45,000.00
100-110-53110	Utilities	Contractual Services	\$ 7,750.00
100-110-53225	Interlocal Fire	Contractual Services	\$ 463,607.50
100-110-53610	Election Expense	Contractual Services	\$ 6,500.00
100-110-53800	Sales Tax Overpmt 12/21 to 5/25 Payback	Contractual Services	\$ 20,304.00
	Subtotal	Contractual Services	\$ 842,261.50
100-110-54010	Building Maintenance/Cleaning	Maintenance	\$ 15,000.00
100-110-54020	Vehicles Maintenance	Maintenance	\$ -
	Subtotal	Maintenance	\$ 15,000.00

Account #	Account Description	Category	FY 24
100-110-58007	Capital Improvements	Capital Outlay	\$ -
	Subtotal	Capital Outlay	\$ -
ADMINISTRATION - 110		TOTAL	\$ 1,536,211.50
MUNICIPAL COURT - 210			
100-210-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 12,000.00
100-210-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 936.00
100-210-51230	Unemployment	Personnel and Benefits	\$ 18.00
	Subtotal	Personnel and Benefits	\$ 12,954.00
100-210-52014	Office Supplies	Supplies	\$ 2,400.00
100-210-52020	Court Supplies	Supplies	\$ 1,000.00
100-210-52030	Postage	Supplies	\$ 1,700.00
100-210-52100	Minor Tools and Equipment	Supplies	\$ 1,350.00
	Subtotal	Supplies	\$ 6,450.00
100-210-53004	Software	Contractual Services	\$ 10,750.00
100-210-53015	Dues and Subscriptions	Contractual Services	\$ 250.00
100-210-53022	Training and Travel	Contractual Services	\$ 300.00
100-210-53075	Prosecutor	Contractual Services	\$ 24,000.00
100-210-53076	Jury	Contractual Services	\$ 350.00
100-210-53077	Interpreter	Contractual Services	\$ 400.00
100-210-53078	Arrest/Jail Fees	Contractual Services	\$ 300.00
	Subtotal	Contractual Services	\$ 36,350.00
100-210-58010	Capital Equipment	Capital Outlay	\$ -
	Subtotal	Capital Outlay	\$ -
MUNICIPAL COURT - 210		TOTAL	\$ 55,754.00
POLICE - 310			
100-310-51101	Payroll Expenses: Wages	Personnel and Benefits	\$ 988,000.00
100-310-51102	Overtime	Personnel and Benefits	\$ 43,000.00
100-310-51105	Longevity Pay	Personnel and Benefits	\$ 2,000.00
100-310-51108	Incentive Pay	Personnel and Benefits	\$ 8,340.00
100-310-51210	Payroll Expenses: Company Contributions: Retirement	Personnel and Benefits	\$ 95,000.00
100-310-51215	Payroll Expenses: Taxes	Personnel and Benefits	\$ 84,000.00
100-310-51216	Employee Health Benefits	Personnel and Benefits	\$ 110,000.00
100-310-51220	Workers Compensation	Personnel and Benefits	\$ 41,500.00
100-310-51230	Unemployment	Personnel and Benefits	\$ 500.00
	Subtotal	Personnel and Benefits	\$ 1,372,340.00
100-310-52005	Uniforms	Supplies	\$ 8,000.00
100-310-52010	Law Enforcement Supplies	Supplies	\$ 2,000.00
100-310-52014	Office Supplies	Supplies	\$ 5,000.00
100-310-52015	Evidence Supplies	Supplies	\$ 1,500.00

Account #	Account Description	Category	FY 24
100-310-52030	Postage	Supplies	\$ 1,300.00
100-310-52050	Fuel	Supplies	\$ 40,000.00
100-310-52100	Minor Tools and Equipment	Supplies	\$ 5,500.00
	Subtotal	Supplies	\$ 63,300.00
100-310-53004	Software	Contractual Services	\$ 15,500.00
100-310-53010	Property and Liability Insurance	Contractual Services	\$ 15,500.00
100-310-53012	Legal Fees	Contractual Services	\$ 2,500.00
100-310-53015	Dues and Subscriptions	Contractual Services	\$ 1,645.00
100-310-53022	Training and Travel	Contractual Services	\$ 12,300.00
100-310-53033	Community Events	Contractual Services	\$ 3,500.00
100-310-53081	Information Technology Services	Contractual Services	\$ 19,500.00
100-310-53083	Professional Services	Contractual Services	\$ 9,700.00
100-310-53091	Landscaping	Contractual Services	\$ 3,000.00
100-310-53110	Utilities	Contractual Services	\$ 10,000.00
100-310-53130	Telephone Mobile	Contractual Services	\$ 10,000.00
100-310-53210	Animal Control	Contractual Services	\$ 16,500.00
100-310-53230	County Public Safety Contracts	Contractual Services	\$ 37,000.00
	Subtotal	Contractual Services	\$ 156,645.00
100-310-54010	Building Maintenance/Cleaning	Maintenance	\$ 10,600.00
100-310-54020	Vehicles Maintenance	Maintenance	\$ 30,000.00
	Subtotal	Maintenance	\$ 40,600.00
POLICE - 310		TOTAL	\$ 1,632,885.00
PARKS & RECREATION - 410			
100-410-53002	Advertising and Promotion	Contractual Services	\$ 2,000.00
100-410-53035	Park Events	Contractual Services	\$ 10,500.00
100-410-53110	Utilities	Contractual Services	\$ 1,800.00
	Subtotal	Contractual Services	\$ 14,300.00
100-410-54030	Park Maintenance	Maintenance	\$ 7,000.00
	Subtotal	Maintenance	\$ 7,000.00
PARKS & RECREATION - 410		TOTAL	\$ 21,300.00
COMMUNITY DEVELOPMENT - 510			
100-510-53084	Code Enforcement	Contractual Services	\$ 3,000.00
	Subtotal	Contractual Services	\$ 3,000.00
COMMUNITY DEVELOPMENT - 510		TOTAL	\$ 3,000.00
INSPECTIONS - 520			
100-520-53080	Engineering Inspection Services	Contractual Services	\$ 20,000.00
100-520-53085	Res & Com Building Review & Insp	Contractual Services	\$ 20,000.00
100-520-53090	Sanitation Services	Contractual Services	\$ 18,000.00

Account #	Account Description	Category	FY 24
100-520-53095	Fire Inspection Services	Contractual Services	\$ 5,000.00
	Subtotal	Contractual Services	\$ 63,000.00
INSPECTIONS - 520		TOTAL	\$ 63,000.00
PUBLIC WORKS - 610			
100-610-53060	Street Materials and Signs	Contractual Services	\$ 8,000.00
100-610-53065	Mowing and ROW Cleanup	Contractual Services	\$ 75,000.00
100-610-53070	Street Repairs - Maintenance *	Contractual Services	\$ 50,000.00
100-610-53110	Utilities	Contractual Services	\$ 3,000.00
	Subtotal	Contractual Services	\$ 136,000.00
PUBLIC WORKS - 610		TOTAL	\$ 136,000.00
TRANSFERS OUT - 710			
100-710-59100	Transfers Out	Transfers	\$ -
TRANSFERS OUT - 710		TOTAL	\$ -
TOTAL OPERATING EXPENSES - GENERAL FUND			\$ 3,448,150.50
Net Operating Income			\$ 399,454.50
TRANSFERS OUT - 710 - FUND BALANCE - CAPITAL			
100-710-59100	Transfers Out - Vehicle/Equip Repl.	Transfers	\$ -
100-710-59100	Transfers Out - Pub. Saf. Bldg	Transfers	\$ -
100-710-59100	Transfers Out - Park Imp	Transfers	\$ -
100-710-59100	Transfers Out - Road Imp. (.1429)*	Transfers	\$ 428,700.00
100-710-59100	Transfers Out - Road Imp.	Transfers	\$ -
100-710-59100	Transfers Out - Cap Imp.	Transfers	\$ -
100-710-59100	Transfers Out - Legal Contingency	Transfers	\$ -
100-710-59100	Transfers Out - Court Tech	Transfers	\$ -
100-710-59100	Transfers Out - Court Security	Transfers	\$ -
100-710-59100	Transfers Out - Other Rest. Court	Transfers	\$ -
100-710-59100	Transfers Out - Police Donations	Transfers	\$ -
	*For actuals, included in Transfers Out		
TOTAL TRANSFERS OUT			\$ 428,700.00
Income			\$ (29,245.50)
Beginning Balance		\$ 1,571,336.00	\$ 1,896,124.26
Ending Balance		\$ 1,720,265.76	\$ 1,866,878.76
% Reserve			54%
Days of Reserve			197.62

Account #	Account Description	Category	FY 24
REVENUES - LEGAL CONTINGENCY FUND - 150			
150-40306	Interest Revenue	Investment Income	\$ 15,000.00
150-40910	Transfers In	Transfer	\$ -
TOTAL REVENUES - LEGAL CONTINGENCY FUND			\$ 15,000.00
EXPENSES - LEGAL CONTINGENCY FUND - 150			
150-110-53083	Professional Services	Contractual Services	
150-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - LEGAL CONTINGENCY FUND			\$ -
Net Income			\$ 15,000.00

Account #	Account Description	Category	FY 24
REVENUES - MUNICIPAL DEVELOPMENT FUND - 210			
210-40100	Sales Tax Revenue	Sales Tax	\$ 438,000.00
210-40306	Interest Revenue	Investment Income	\$ 22,100.00
210-40350	Rental Income	Miscellaneous	\$ 19,200.00
210-40620	Debt Proceeds	Other Income	\$ -
210-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - MUNICIPAL DEVELOPMENT FUND			\$ 479,300.00
EXPENSES - MUNICIPAL DEVELOPMENT FUND - 210			
210-110-53002	Advertising and Promotion	Contractual Services	\$ 35,000.00
210-110-53004	Software	Contractual Services	\$ 5,000.00
210-110-53007	Administrative Expenses	Contractual Services	\$ 60,000.00
210-110-53010	Property and Liability Insurance	Contractual Services	\$ 1,500.00
210-110-53015	Dues and Subscriptions	Contractual Services	\$ 4,000.00
210-110-53022	Training and Travel	Contractual Services	\$ 12,000.00
210-110-53025	MDD Business Grant	Contractual Services	\$ 40,000.00
210-110-53100	Planning/Consulting	Contractual Services	\$ 100,000.00
210-110-53110	Utilities	Contractual Services	\$ 1,500.00
210-110-53805	Property Taxes	Contractual Services	\$ 14,000.00
210-110-54018	Rental Property Repair	Maintenance	\$ 10,000.00
210-110-56010	Debt Principal	Debt Service	\$ 33,591.46
210-110-56020	Debt Interest	Debt Service	\$ 16,427.82
210-110-56030	Debt Issuance Costs	Contractual Services	\$ -
210-110-58007	Capital Improvements	Capital Outlay	\$ -
210-710-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - MUNICIPAL DEVELOPMENT FUND			\$ 333,019.28
Net Income			\$ 146,280.72

Account #	Account Description	Category	FY 24
REVENUES - COURT TECH -240			
240-40215	Court Technology Revenue	Court Revenue	\$ 4,800.00
240-40306	Interest Revenue	Investment Income	\$ -
	Transfer In - NEMC Funds		\$ -
TOTAL REVENUES - COURT TECH FUND			\$ 4,800.00
EXPENSES - COURT TECH FUND - 240			
240-210-52510	Court Technology	Municipal Court	\$ 3,950.00
240-210-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - COURT TECH FUND			\$ 3,950.00
Net Income			\$ 850.00

241 - COURT SECURITY

Account #	Account Description	Category	FY 24
REVENUES - COURT SECURITY -241			
241-40220	Court Security Revenue	Court Revenue	\$ 6,125.00
241-40306	Interest Revenue	Investment Income	\$ -
	Transfer In		\$ -
TOTAL REVENUES - COURT TECH FUND			\$ 6,125.00
EXPENSES - COURT SECURITY FUND - 241			
241-210-52520	Court Security	Municipal Court	\$ 4,500.00
241-210-53022	Training and Travel	Contractual Services	\$ 500.00
241-210-53072	Bailiff Fees	Contractual Services	\$ -
241-210-59100	Transfers Out	Capital Outlay	\$ 30,000.00
TOTAL EXPENSES - COURT TECH FUND			\$ 35,000.00
Net Income			\$ (28,875.00)

Account #	Account Description	Category	FY 24
REVENUES - TRUANCY - 242			
242-40242	Truancy Prevention Revenue	Court Revenue	\$ 5,625.00
242-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - TRUANCY FUND			\$ 5,625.00
EXPENSES - TRUANCY -242			
	Placeholder	Contractual Services	\$ -
	Placeholder	Capital Outlay	\$ -
TOTAL EXPENSES - JURY FUND			\$ -
Net Income			\$ 5,625.00

243 - JURY

Account #	Account Description	Category	FY 24 Proposed
REVENUES - JURY - 243			
243-40245	Jury Fees	Court Revenue	\$ 100.00
243-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - JURY FUND			\$ 100.00
EXPENSES - JURY - 243			
	Placeholder	Contractual Services	\$ -
	Placeholder	Capital Outlay	\$ -
TOTAL EXPENSES - JURY FUND			\$ -
Net Income			\$ 100.00

265 - POLICE DONATIONS

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Account #	Account Description	Category	FY 24
REVENUES - POLICE DONATIONS FUND - 265			
265-40250	Child Safety Revenue	Contributions	\$ 1,700.00
265-40420	Police Donations	Donations	
265-40910	Grant Revenue	Intergovernmental	\$ -
TOTAL REVENUES - LEOSE FUND			\$ 1,700.00
EXPENSES - POLICE DONATIONS FUND - 265			
265-310-52014	Office Supplies	Supplies	\$ -
265-310-52530	Donated Police Expenditures	Supplies	\$ 2,500.00
265-310-55050	Grant Expenses	Grants	
265-310-58010	Capital Equipment	Capital Outlay	\$ -
TOTAL EXPENSES - POLICE DONATIONS FUND			\$ 2,500.00
Net Income			\$ (800.00)

310 - CAPITAL IMPROVEMENTS

Account #	Account Description	Category	FY 24
REVENUES - CAPITAL IMPROVEMENT FUND - 310			
310-40306	Interest Revenue	Investment Income	
310-40500	Developer Contributions	Contributions	\$ -
310-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - CAPITAL IMPROVEMENT FUND			\$ -
EXPENSES - CAPITAL IMPROVEMENT FUND - 310			
310-610-53083	Professional Services	Contractual Services	
310-610-58007	Capital Improvements	Capital Outlay	\$ 45,000.00
310-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - CAPITAL IMPROVEMENT FUND			\$ 45,000.00
Net Income			\$ (45,000.00)

320 - PARK IMPROVEMENT

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Account #	Account Description	Category	FY 24
REVENUES - PARK IMPROVEMENT FUND - 320			
320-40301	Administrative Fees-Unpermitted Tree Kill Fine	Fines and Fees	\$ -
320-40450	Grant Revenue	Intergovernmental	\$ -
320-40455	Donations	Donations	\$ -
320-40910	Transfers In - GF	Transfers	\$ -
320-40910	Transfers In -COVID	Transfers	\$ 10,000.00
TOTAL REVENUES - CAPITAL IMPROVEMENT FUND			\$ 10,000.00

EXPENSES - PARK IMPROVEMENT FUND - 310			
320-410-53083	Professional Services	Contractual Services	\$ 30,000.00
320-410-58007	Capital Improvements	Capital Outlay	\$ 15,000.00
320-410-59100	Transfers Out	Capital Outlay	\$ -
320-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - PARK IMPROVEMENT FUND			\$ 45,000.00

Net Income \$ (35,000.00)

330 - VEHICLE/EQUIPMENT REPLACEMENT

Account #	Account Description	Category	FY 24
REVENUES - VEHICLE/EQUIPMENT REPLACEMENT FUND - 330			
330-40315	Miscellaneous Income	Miscellaneous	\$ 16,000.00
330-40450	Grant Revenue	Intergovernmental	
330-40452	Grant Revenue - CARES Act	Intergovernmental	
330-40610	Insurance Proceeds	Other Income	\$ -
330-40910	Transfers In - COVID	Transfers	\$ 63,850.00
330-40910	Transfers In - GF	Transfers	\$ -
TOTAL REVENUES - VEHICLE REPLACEMENT FUND			\$ 63,850.00

EXPENSES - VEHICLE/EQUIPMENT REPLACEMENT FUND - 310			
330-110-59100	<i>Transfer Out</i>	Capital Outlay	
330-110-58010	Capital Equipment	Capital Outlay	\$ 12,000.00
330-110-58011	Capital Equipment - COVID Funds	Capital Outlay	
330-110-58010	Capital - Vehicles	Capital Outlay	\$ 130,000.00
TOTAL EXPENSES - VEHICLE/EQUIPMENT REPLACEMENT FUND			\$ 142,000.00

Net Income \$ (78,150.00)

350 - PUBLIC SAFETY BUILDING

Account #	Account Description	Category	FY 24 Proposed
REVENUES - PUBLIC SAFETY BUILDING FUND - 350			
350-40306	Interest Revenue	Investment Income	\$ 24,500.00
350-40500	Developer Contributions	Contributions	\$ -
350-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - PUBLIC SAFETY BUILDING FUND			\$ 24,500.00
EXPENSES - PUBLIC SAFETY BUILDING FUND - 350			
350-110-53083	Professional Services	Contractual Services	
350-110-58007	Capital Improvements	Capital Outlay	
350-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - PUBLIC SAFETY BUILDING FUND			\$ -
Net Income			\$ 24,500.00

370 - ROAD IMPROVEMENT

Account #	Account Description	Category	FY 24
REVENUES - ROAD IMPROVEMENT FUND - 370			
370-40306	Interest Revenue	Investment Income	\$ 34,500.00
370-40410	Intergovernmental Rev - County	Intergovernmental	\$ 1,825,000.00
370-40910	Transfer In - COVID	Intergovernmental	\$ -
370-40500	Developer Contributions	Contributions	
370-40910	Transfers In	Transfers	\$ -
370-40910	Transfers In - .1429 of sales tax *	Transfers	\$ 428,700.00
TOTAL REVENUES - ROAD IMPROVEMENT FUND			\$ 2,288,200.00
EXPENSES - ROAD IMPROVEMENT FUND - 370			
370-610-53083	Professional Services	Contractual Services	\$ 115,000.00
370-610-53083	Prof. Serv. - Co. Road Bond	Contractual Services	\$ 1,825,000.00
370-610-58007	Capital Improvements	Capital Outlay	\$ 500,000.00
370-610-58007	Cap. Imp. - Co Road Bond	Capital Outlay	\$ -
370-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - ROAD IMPROVEMENT FUND			\$ 2,440,000.00
Net Income			\$ (151,800.00)

400 - PID #1 VILLAGES

Account #	Account Description	Category	FY 24
REVENUES - PID #1 VILLAGES			
400-40190	PID Assessment Income	Assessment Income	\$ 100,405.10
400-40191	PID Delinquent Income	Assessment Income	
400-40192	PID Penalty and Interest Income	Assessment Income	\$ -
400-40306	Interest Revenue	Investment Income	\$ 200.00
TOTAL REVENUES - PID #1 VILLAGES FUND			\$ 100,605.10

EXPENSES - PID #1 VILLAGES FUND - 370			
400-110-53007	Administrative Expenses	Contractual Services	\$ 6,000.00
400-110-53012	Legal Fees	Contractual Services	\$ 550.00
400-110-53915	Developer Distribution	Contractual Services	\$ 94,000.00
400-110-59100	Transfers Out	Capital Outlay	\$ -
TOTAL EXPENSES - PID #1 VILLAGES			\$ 100,550.00

Net Income \$ 55.10

510 - COVID

Account #	Account Description	Category	FY 24
REVENUES - COVID FUND - 510			
510-40306	Interest Revenue	Investment Income	\$ -
510-40410	Intergovernmental Revenue	Intergovernmental	
510-40450	Grant Revenue	Intergovernmental	\$ -
510-40910	Transfers In	Transfers	\$ -
TOTAL REVENUES - COVID FUND			\$ -

EXPENSES - COVID FUND - 510			
510-110-53030	PayPal Charge (Bank Charge)	Contractual Services	\$ -
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	\$ 63,850.00
510-110-59100	Transfers Out - Roads	Capital Outlay	
510-110-59100	Transfers Out - Park Improvement	Capital Outlay	\$ 10,000.00
TOTAL EXPENSES - COVID FUND			\$ 73,850.00

Net Income \$ (73,850.00)



Meeting Date:

September 18, 2023

Agenda Item:

Discuss and consider a recommendation by the Parks Board on a proposed restroom facility design.

Requested by:

Parks Board

Prepared by:

Kristi Gilbert, Town Administrator

Description:

At the September 6, 2023 Park Board meeting, the members unanimously recommended the approval of a restroom building design

of 784 square feet to include a covered roof with total dimensions of 40' by 35'6". Attached is a detailed recommendation with drawings from the Board. The Board is seeking Council approval of the conceptual plan so they can move forward with building design documents and estimates for construction costs.

Staff Recommended Action:

Staff recommends providing direction to the Park Board on the proposed restroom design plan.

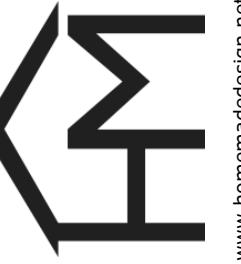
Attachments:

Park Board Recommendation

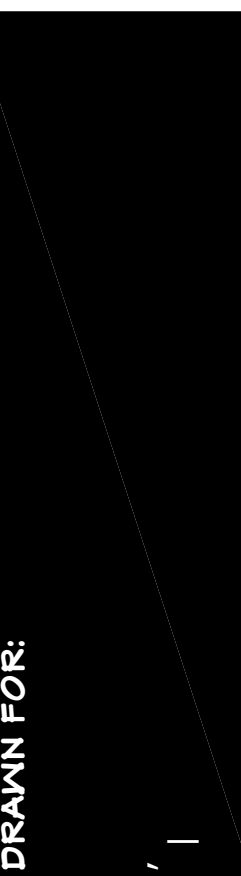
Cross Roads City Park Accessory Building

GENERAL NOTES:

1. All penetrations in top or bottom plates for plumbing or electrical runs to be sealed. See electrical notes for additional specifications.
2. All linear dimensions located on exterior walls originate at outside of veneer.
3. All linear dimensions located on interior walls originate at framing layer.



REVISION TABLE	DESCRIPTION
NUMBER	DATE



Project Overview

homeMADE Design
 Cross Roads
 David B. Lawson, Designer
 david@homemadedesign.net | 940-331-6093

RENDERINGS ARE NOT TO SCALE; ALL RENDERINGS ARE FOR ARTISTIC DEPICTION ONLY. PLAN UPDATES MAY NOT BE REFLECTED IN RENDERINGS. RENDERINGS SHALL NOT BE USED FOR CONSTRUCTION.

DRAFT - DO NOT USE

To the best of my knowledge these plans are drawn to comply with owner's and/ or builder's specifications and any changes made on them after prints are made will be done at the owner's and / or builder's expense and responsibility. The contractor shall verify all dimensions and enclosed drawing. homeMADE Design is not liable for errors once construction has begun. While every effort has been made in the preparation of this plan to avoid mistakes, the maker can not guarantee against human error. The contractor of the job must check all dimensions and other details prior to construction and be solely responsible thereafter.

HOMEOWNER & CONTRACTOR: TO VERIFY ALL DIMENSIONS, STRUCTURAL DETAILS, AND BUILDING CODES, AND GRADE REQUIREMENTS.

All construction must meet or exceed locally adopted building codes.

CONTACTS		
OWNER	BUILDER	DRAWN BY
	TBD	homeMADE Design David B. Lawson 500 Oak Bluff Dr. Cross Roads, TX 76227 940-331-6093
CIVIL ENGINEER	STRUCTURAL	
N/A	TBD	

PROJECT DATA	
ZONING	-
USE	Single Family
OCCUPANCY	Residential
CONSTRUCTION TYPE	-
BUILDING CODE	2021 International Building Code (I.B.C.)

SQ. FOOTAGE	
BASEMENT	0
FIRST FLOOR	0
SECOND FLOOR	0
GARAGE/MECH	0
FRONT PORCH	0
PATIO	0
TOTAL LIVABLE (A/C)	0
TOTAL UNDER ROOF	0

SHEET INDEX	
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3	Wall Section Details
4	Roof Detail
5	Electrical Plan

DATE:

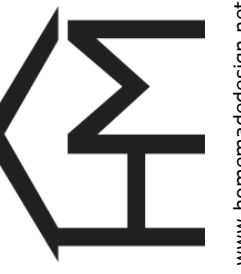
8/22/2023

SCALE:

1/4" = 1'

SHEET:

1



NUMBER	DATE	REVISION BY	DESCRIPTION

DRAWN FOR:

Floor Plan Dimensioned

DRAWINGS PROVIDED BY:
HomeMade Design Roads
David B. Lawson, Designer
david@homemadedesign.net | 940-331-6093

DATE:

8/22/2023

SCALE:

1/4" = 1'

SHEET:

2

GENERAL NOTES:

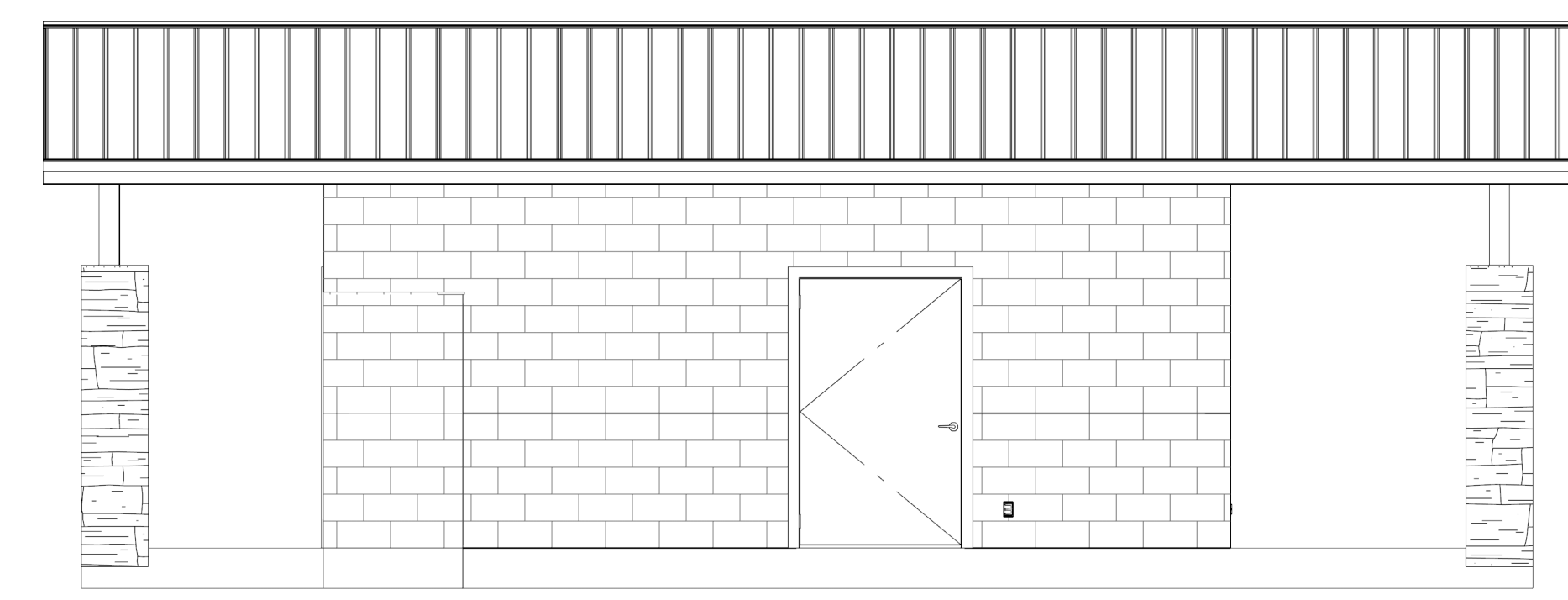
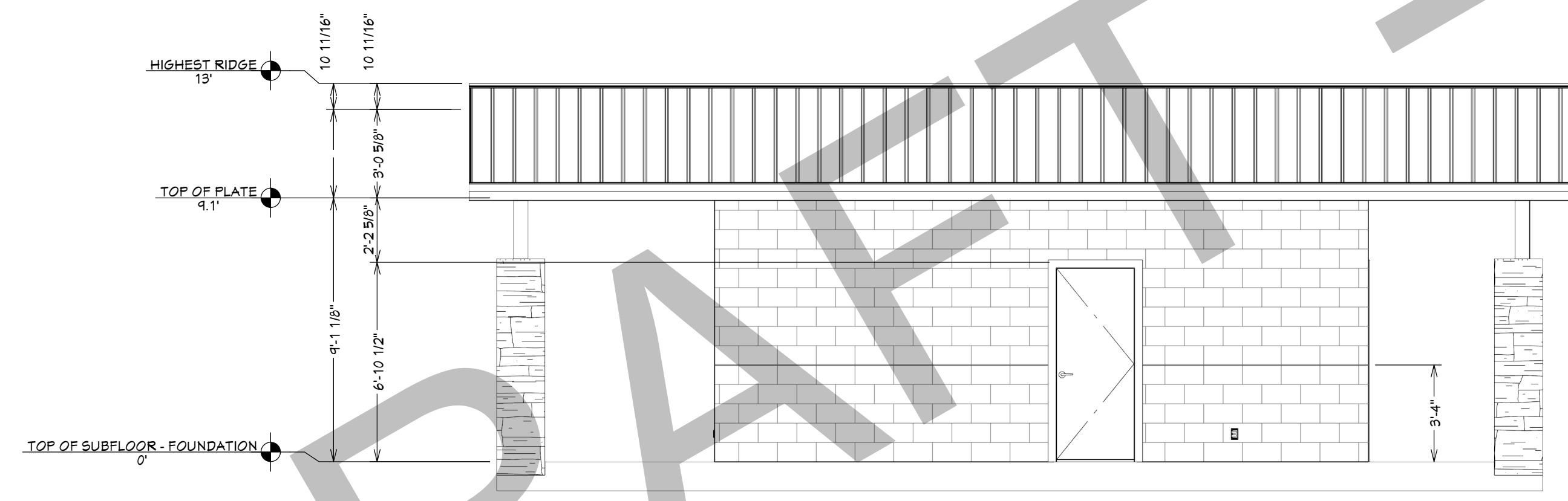
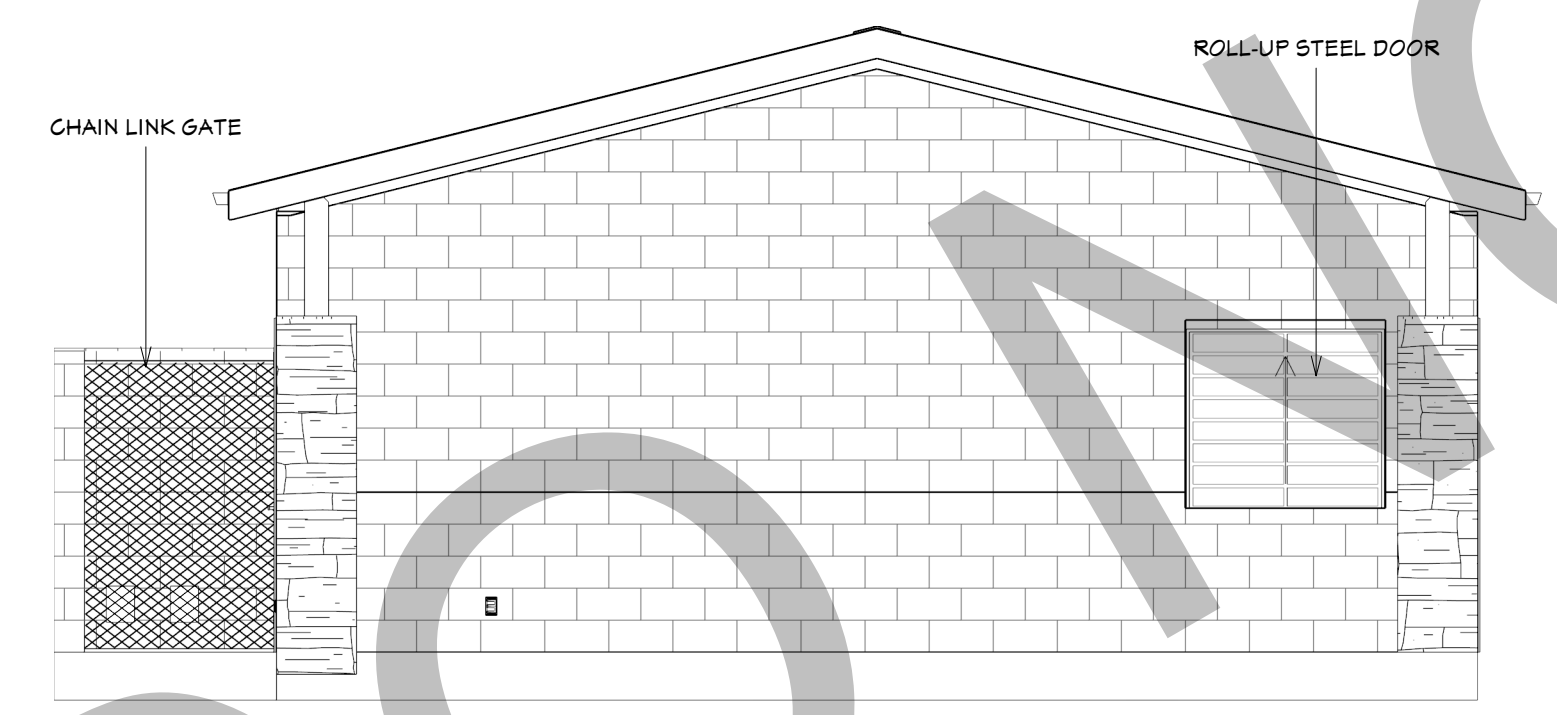
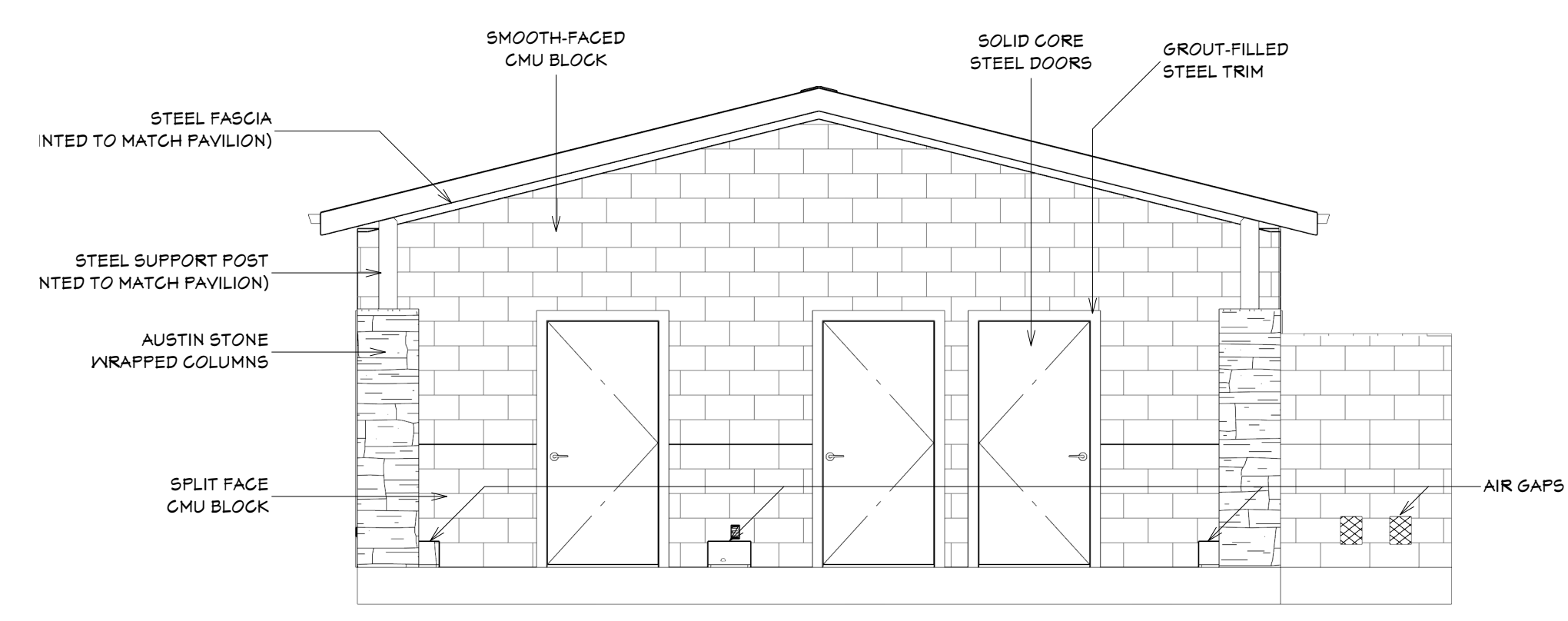
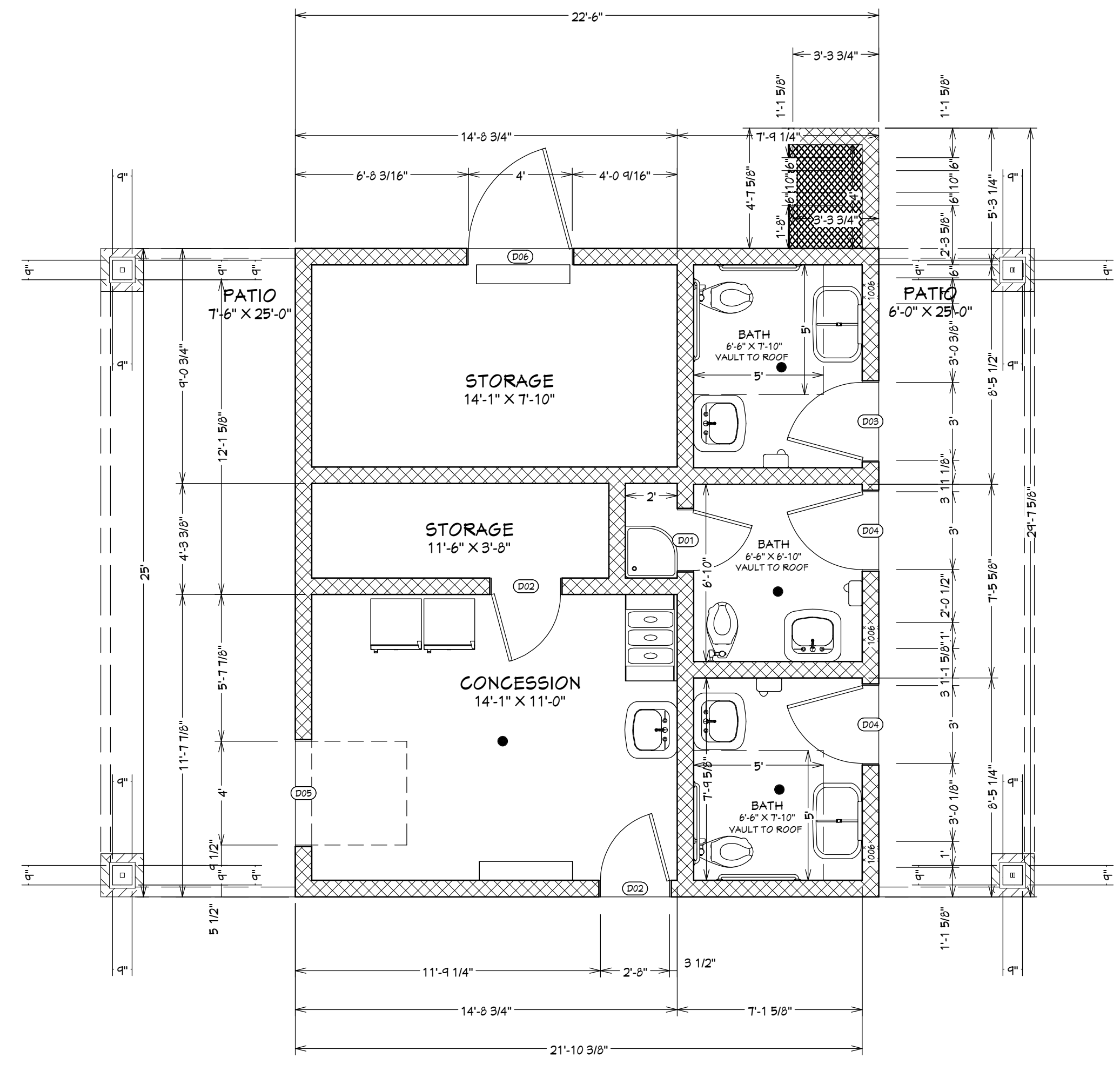
1. All penetrations in top or bottom plates for plumbing or electrical runs to be sealed. See electrical notes for additional specifications.
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FLOOR PLAN NOTES:

1. All level 1 ceiling heights (drop-in type with smooth tiles) to be 9'-0" unless specified otherwise.
2. Confirm details of all stainless fixtures with committee.
3. All doors should be located min. of 3" from each intersecting wall.
4. Two ADA-compliant bathrooms (end rooms) to meet TDLR Inspection requirements and TX Accessibility requirements. Confirm all details of grab bars and clearances with RAS. Confirm depth of recessed hand dryers with RAS.
5. All door roughing dimensions should match manuf. specs.

EXTERIOR NOTES:

1. All exterior columns/posts to be steel wrapped in Austin stone (style) to match existing pavilion.
2. Entire exterior to be Concrete Masonry Units (CMU, or "cinder") block unless specified otherwise.
3. Lower course is split-face style five blocks high (nominal height per block 8" = 40" tall course).



NO	EXTERIOR ELEVATION	NUMBER	ANEL	QTY	NOTE	DOOR SCHEDULE	DESCRIPTION	COMMENTS
001		2460	1	2460 L IN		HINGED-SLAB		
002		2560	2	2560 R IN		HINGED-SLAB		
003		3060	1	3060 L IN		HINGED-SLAB		
004		3060	2	3060 R IN		HINGED-SLAB		
005		4030	1	4030		GARAGE-AVANTE 2 PANEL 13'		
006		4060	1	4060 R IN		HINGED-SLAB		

SQ. FOOTAGE	
FIRST FLOOR	563
PATIO	335
TOTAL ENCLOSED	563
TOTAL UNDER ROOF	898

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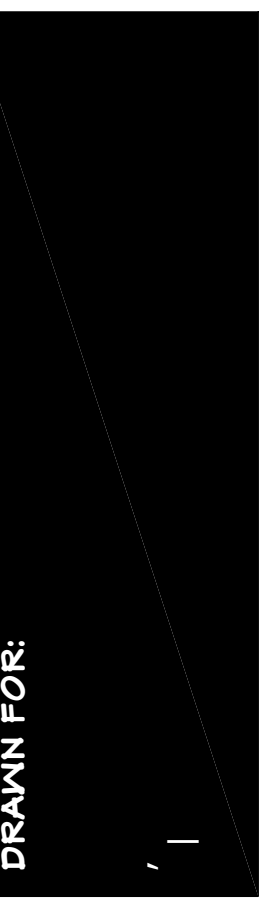
DRAFT - DO NOT USE

GENERAL NOTES:

- 1. All penetrations in top or bottom plates for plumbing or electrical runs to be sealed. See electrical notes for additional specifications.
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NUMBER	DATE	REVISION TABLE	REVISOR	DESCRIPTION



WALL DETAIL NOTES:

- 1. Wall notes.

Wall Section Details

DRAWINGS PROVIDED BY:
Home Made Design Roads
 David B. Lawson, Designer
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DATE:

8/22/2023

SCALE:

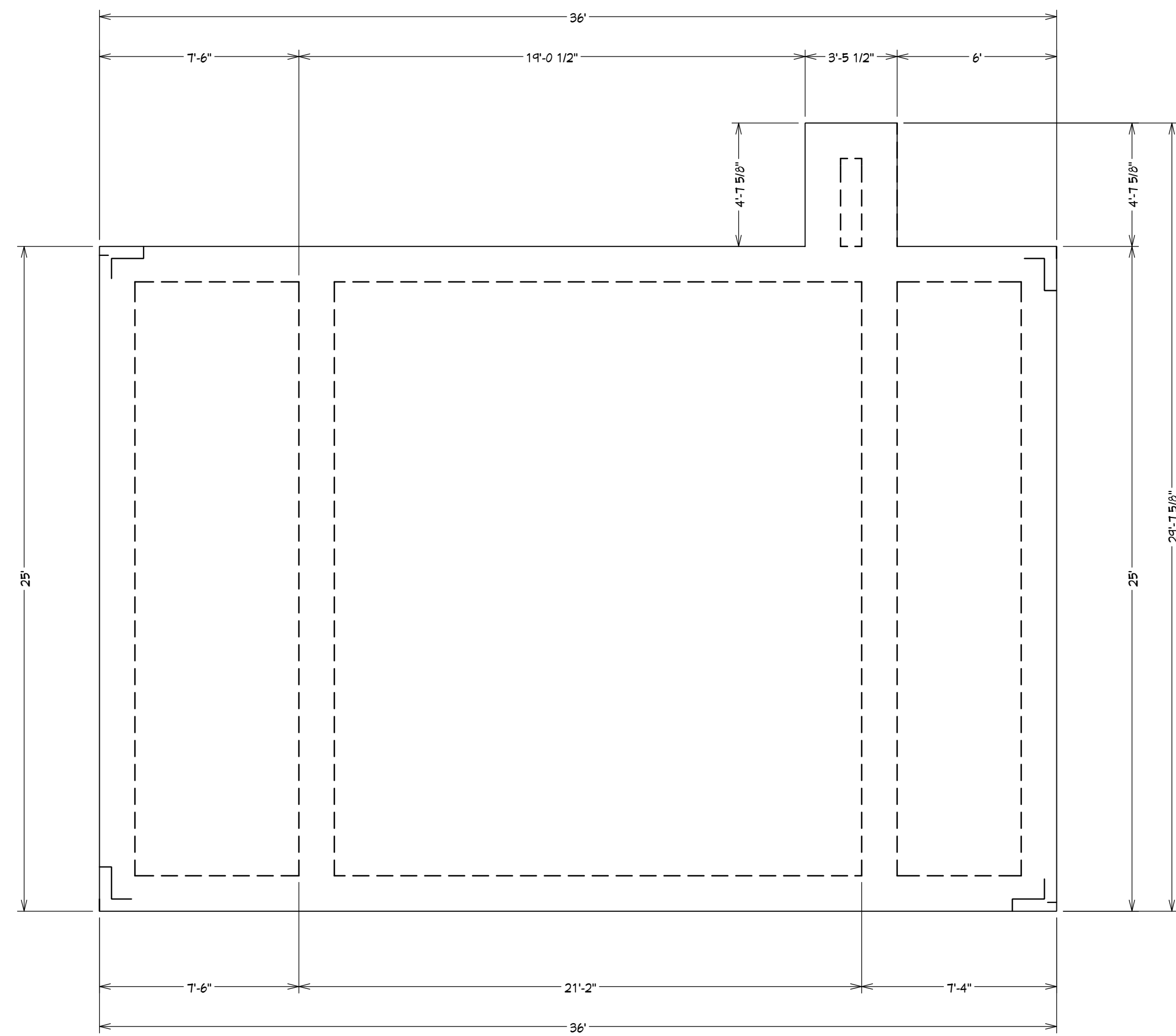
1" = 1'

SHEET:

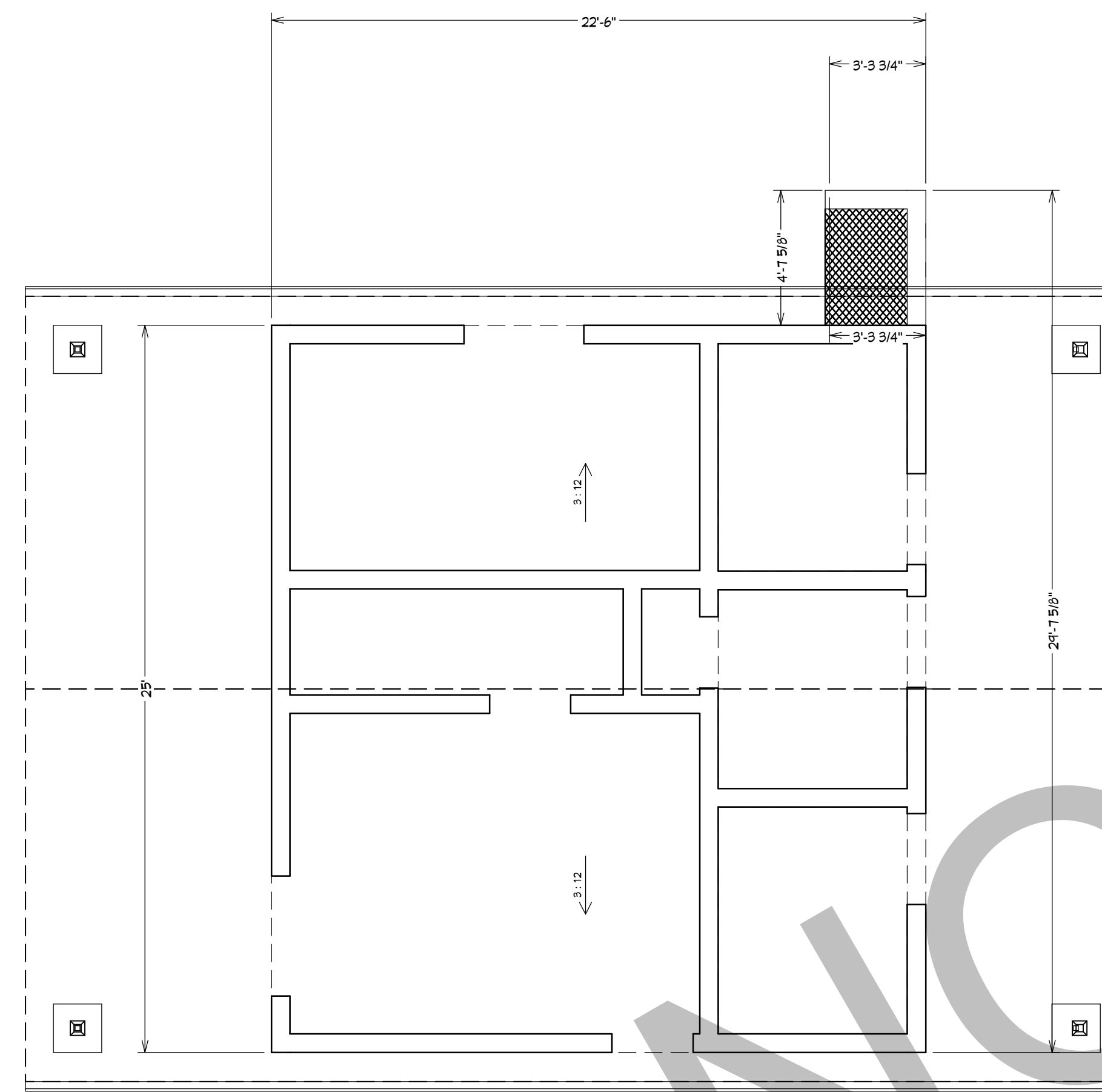
3

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Foundation



Roof Plan View

GENERAL NOTES:

1. All penetrations in top or bottom plates for plumbing or electrical runs to be sealed. See electrical notes for additional specifications.
2. All linear dimensions located on exterior walls originate at outside of veneer.
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ROOF NOTES:

1. All pitches to be 3:12 unless specified otherwise.
2. Roof surfaces to be R-panel to match pavilion unless specified otherwise.

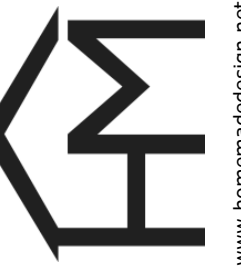
FOUNDATION NOTES:

1. Foundation layout is for reference only. Foundation to be designed by engineer.

DRAFT - DO NOT USE

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SHEET INDEX	
1	Project Overview
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NUMBER	DATE	REVISION	DESCRIPTION

DRAWN FOR:

Roof Detail

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David B. Lawson, Designer
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DATE:

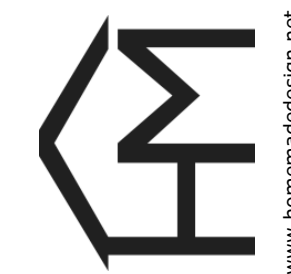
8/22/2023

SCALE:

1/4" = 1'

SHEET:

4

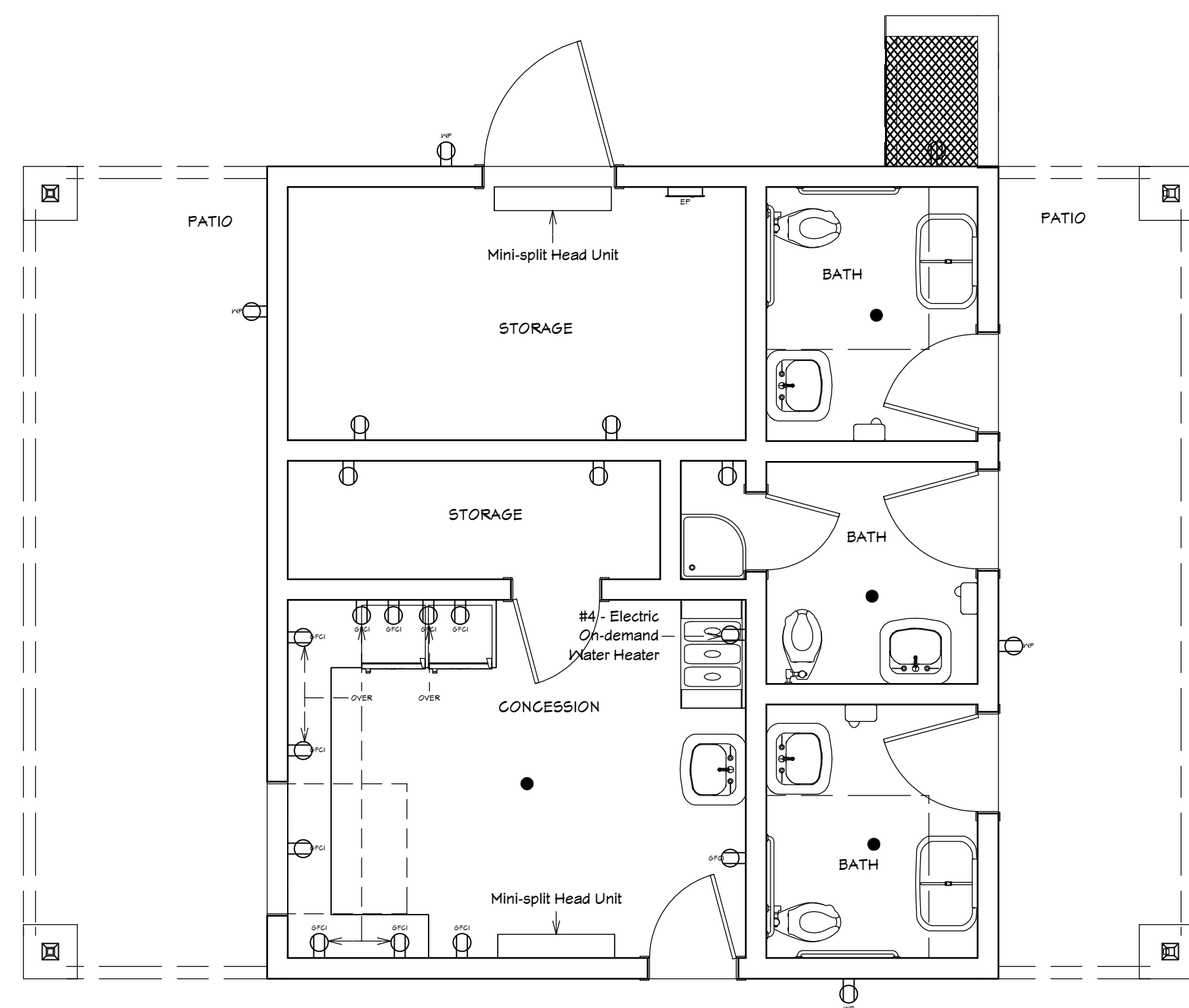


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GENERAL NOTES:

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REVISION TABLE	DESCRIPTION
NUMBER	DATE



Electrical Plan

ELECTRICAL NOTES:

1. All exterior plugs and light fixtures to be water proof on a GFCI circuit.
2. All kitchen plugs to be on GFCI circuit.
3. Provide a separate circuit for microwave oven, refrigerators, and electric on-demand hot water heater.
4. Confirm circuit size for electric water heater (minimum 110v 30-amp).
5. Electrical outlet plate gaskets shall be installed on receptacle, switch, and any other boxes in exterior walls.
6. All exhaust to vent to outside air.
7. Exterior architectural and security exterior lighting controlled by interior time-controlled switches.
8. Final panel location and meter base determined by electrician.
9. All electrical to meet all locally adopted building codes for height, spacing, tamper resistance, etc.

DRAWN FOR:

Electrical Plan

ELECTRICAL - DATA - AUDIO LEGEND	
SYMBOL	DESCRIPTION
	Ceiling Fan
	Ventilation Fans: Ceiling Mounted, Wall Mounted
	Ceiling Mounted Light Fixtures: Surface/Pendant, Recessed, Heat Lamp, Low Voltage
	Wall Mounted Light Fixtures: Flush Mounted, Wall Sconce
	Chandelier Light Fixture
	Fluorescent Light Fixture
	240V Receptacle
	110V Receptacles: Duplex, Weather Proof, GFCI
	Switches: Single Pole, Weather Proof, 3-Way, 4-Way
	Switches: Dimmer, Timer
	Audio Video: Control Panel, Switch
	Speakers: Ceiling Mounted, Wall Mounted
	Wall Jacks: CAT5, CAT5 + TV, TV/Cable
	Telephone Jack
	Intercom
	Thermostat
	Door Chime, Door Bell Button
	Smoke Detectors: Ceiling Mounted, Wall Mounted
	Electrical Breaker Panel

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DATE:
8/22/2023

SCALE:
1/4" = 1'

SHEET:
5



Meeting Date:

September 18, 2023

Agenda Item:

Discuss and consider a resolution of appointments to the Municipal Development District, Parks and Recreation Board and Planning and Zoning Commission and discuss Town Boards and Committee composition.

Prepared by:

Kristi Gilbert, Town Administrator

Description:

MDD Members serve staggered terms of two years. Two members' terms will expire on September 30th creating two seats that need to be filled by the Town Council. The terms of Ron King and John Knox are expiring.

Sylvia Phillips has submitted her resignation from the Planning and Zoning Commission.

The Parks and Recreation Board has two alternate positions available. The Board is recommending Vicki Hill for Alternate Position 1 and Eric Martinez for Alternate Position 2.

Recommended Action:

Staff recommends approval of board appointments.

Attachments:

Resolution

RESOLUTION 2023-_____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CROSS ROADS, TEXAS APPOINTING MEMBERS TO FILL UNEXPIRED TERMS ON THE PLANNING AND ZONING COMMISSION, THE MUNICIPAL DEVELOPMENT DISTRICT, AND THE PARKS AND RECREATION BOARD.

WHEREAS, pursuant to Chapter 1 of the Town of Cross Roads Code of Ordinances, the Planning and Zoning Commission, the Municipal Development District, and the Parks and Recreation Board was created for the Town of Cross Roads; and

WHEREAS, the Town of Cross Roads desires to designate the persons named herein to fill the unexpired terms immediately upon adoption of this Resolution.

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

Section 1. The above and foregoing premises are true and correct legislative findings and they are incorporated herein and made a part hereof for all purposes.

Section 2. That the following appointment is made to the Cross Roads Planning and Zoning Commission to fill the unexpired term of Sylvia Phillips:

_____ **Term Expires: June 2024**

Section 3. That the following appointment is made to the Cross Roads Municipal Development District to fill the expired terms of Ron King and John Knox:

_____, **Place 2** **Term Expires: September 30, 2025**

_____, **Place 4** **Term Expires: September 30, 2025**

Section 3. That the following appointment is made to the Cross Roads Parks and Recreation Board to fill vacancies:

_____, **Alternate 1** **Term Expires: June 2025**

_____, **Alternate 2** **Term Expires: June 2024**

Section 4. That this resolution shall take effective immediately from and after the date of its passage.

DULY PASSED by the Town Council of the Town of Cross Roads, Texas, on **the 18th day of September 2023.**

TOWN OF CROSS ROADS, TEXAS

T. Lynn Tompkins, Jr., Mayor

ATTEST

Donna Butler, Town Secretary