AGENDA
CITY COUNCIL
REGULAR MEETING
AUGUST 19, 2021
6:30 PM

The Joshua City Council will hold a Budget Workshop and Work Session at 6:30 pm. A Regular Meeting will be held immediately following the Budget Workshop and Work Session in the Council Chambers at the Joshua City Hall, located at 101 S. Main St., Joshua, Texas, on August 19, 2021. This meeting is subject to the open meeting laws of the State of Texas.

Individuals may attend the meeting in person or access the meeting via videoconference or telephone conference call.

Join Zoom Meeting:
https://us02web.zoom.us/j/87827960715?pwd=c2RvZEZYRjRLS1pHR2o3bTh6RC9Kdz09
Meeting ID: 878 2796 0715 Passcode: 356114 or dial 1-346/248-7799

A member of the public who would like to submit a question on any item listed on this agenda may do so via the following options:

- Online: An online speaker card is located on the City's website (cityofjoshuatx.us) on the Agenda/Minutes/Recordings page. Speaker cards received by 5:00 pm on the day of the meeting will be read during the meeting by the City Secretary.
- By phone: Please call 817/558-7447 ext. 2003 by 5:00 pm on the day of the meeting and provide your name, address, and question. The City Secretary will read your question in the order they are received.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

B. PLEDGE OF ALLEGIANCE

1. United States of America
2. Texas Flag

C. INVOCATION

D. BUDGET WORKSHOP

1. Discuss the FY 2021-2022 Budget. (Staff Resource: M. Peacock)

E. WORK SESSION

1. Review and discuss questions related to the budget report and financial statement for July 2021. (Staff Resource: M. Peacock)

2. Questions regarding Regular Session agenda items.

F. PUBLIC FORUM, PRESENTATIONS, AND RECOGNITION:

The City Council invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to responding with a statement of specific factual information, reciting the City's existing policy, or directing the person making the inquiry to visit with City Staff about the issue. Therefore, no Council deliberation is permitted. Each person will have 3 minutes to speak.

G. CONSENT AGENDA

1. Consider approval of minutes from the City Council Meeting held on July 15, 2021. (Staff Resource: A. Holloway)

H. REGULAR AGENDA

1. Public Hearing on a request to amend the Chapter 14, “Zoning Ordinance,” Article 5, Section 5.3, “Supplemental Use Standards,” swimming pool property line setbacks to five feet (5’) instead of the current eight feet (8’); Amending Article 5, Subsection 5.5.4, “Accessory Building Summary Table”, to reflect a 5 foot (5’) swimming pool property line setback instead of the current eight foot (8’) swimming pool property line setback. (Staff Resource: A. Maldonado)

2. Discuss, consider, and possible action on a request to amend the Chapter 14, “Zoning Ordinance,” Article 5, Section 5.3, “Supplemental Use Standards,” swimming pool property line setbacks to five feet (5’) instead of the current eight feet (8’); Amending Article 5, Subsection 5.5.4, “Accessory Building Summary Table”, to reflect a 5 foot (5’) swimming pool property line setback instead of the current eight foot (8’) swimming pool property line setback. (Staff Resource: A. Maldonado)

3. Discuss, consider, and possible action on accepting submission of the 2021 no-new-revenue tax rate of $0.711493 per $100 taxable value and the voter-approval tax rate of $0.717950 per $100 taxable value. (Staff Resource: M. Peacock)

4. Discuss, consider, and possible action on a resolution proposing the adoption of a proposed total Ad Valorem Tax Rate for Fiscal Year 2021 and schedule a public hearing subject to all public hearing requirements of the Texas Property Tax Code. (Staff Resource: M. Peacock)

5. Discuss, consider, and possible action on a resolution amending the personnel policy. (Staff Resource: A. Bransom)

6. Discuss, consider, and possible action on preliminary analysis of refunding bond opportunity regarding General Obligation Bonds, Series 2012. (Staff Resource: M. Peacock)

7. Discuss, consider, and possible action on a service agreement with Phoenix Technology Consulting for Technology Services. (Staff Resource: A. Bransom)

8. Discuss, consider, and possible action on approving an expenditure in the amount up to $18,500 for surveying and engineering cost regarding drainage improvements along Vetch Street and potentially along East 12th Street. (Staff Resource: M. Peacock)

I. STAFF REPORT

July 2021

1. Police Department Report
2. Fire Department Report
3. Municipal Court Report
4. Public Works Report
5. Development Services Report
6. City Secretary Report

J. EXECUTIVE SESSION

The City Council of the City of Joshua will recess into Executive Session (Closed Meeting) pursuant to the provisions of chapter 551, Subchapter D, Texas Government Code, to discuss the following:

1. Pursuant to Section 551.072 of the Texas Government Code to discuss or deliberate the purchase, exchange, lease, or value of real property.

2. Pursuant to Section 551.071 of the Texas Government Code to consult with the City Attorney relating to pending litigation, to wit: ZL & SYK, LLC and Mountain Valley Country Club, Inc. vs. City of Joshua, Cause No. DC-C201900008.

K. RECONVENE INTO REGULAR SESSION

In accordance with Texas Government Code, Section 551, the City Council will reconvene into regular session and consider action, if any, on matters discussed in the executive session.

L. FUTURE AGENDA ITEMS/REQUESTS BY COUNCILMEMBERS TO BE ON THE NEXT AGENDA

Councilmembers shall not comment upon, deliberate, or discuss any item that is not on the agenda. Councilmembers shall not make routine inquiries about operations or project status on an item that is not posted. However, any Councilmember may state an issue and request to place the item on a future agenda.

M. ADJOURNMENT

The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including 551.071 (private consultation with the attorney for the City); 551.072 (discussing purchase, exchange, lease or value of real property); 551.074 (discussing personnel or to hear complaints against personnel); and 551.087 (discussing economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

Pursuant to Section 551.127, Texas Government Code, one or more Councilmembers may attend this meeting remotely using videoconferencing technology. The video and audio feed of the videoconferencing equipment can be viewed and heard by the public at the address posted above as the location of the meeting. A quorum will be physically present at the posted meeting location of City Hall.

In compliance with the Americans with Disabilities Act, the City of Joshua will provide reasonable accommodations for disabled persons attending this meeting. Requests should be received at least 24 hours prior to the scheduled meeting by contacting the City Secretary's office at 817/558-7447.

CERTIFICATE:

I hereby certify that the above agenda was posted on or before the 13th day of August 2021 by 12:00 pm on the official bulletin board at Joshua City Hall, 101 S. Main, Joshua, Texas.

____

Alice Holloway
City Secretary

City of Joshua
Financial Statement (General Fund, Departmental Summary, Unaudited)
As of July 31, 2021

% OF YEAR COMPLETED: 83.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
REVENUE SUMMARY							
Non-Departmental							
Tax Revenue	91,712.51	95,949.49	4,236.98	3,470,111.68	3,922,535.00	88.47%	452,423.32
Charges for Services	42,494.32	40,150.77	(2,343.55)	418,704.76	482,000.00	86.87%	63,295.24
Licenses, Permits & Fees	93,411.86	38,219.28	(55,192.58)	738,880.82	488,815.00	151.16%	(250,065.82)
Grants & Contributions	0.00	41.65	41.65	3,410.00	500.00	682.00%	(2,910.00)
Intergovernmental Revenues	0.00	9,693.67	9,693.67	346,004.30	116,370.00	0.00%	(229,634.30)
Investment Earnings	8.93	273.22	264.29	68.50	3,280.00	2.09%	3,211.50
Miscellaneous	1,193.00	6,766.45	5,573.45	120,148.48	81,230.00	147.91%	(38,918.48)
Transfers In	0.00	59,178.75	59,178.75	0.00	266,715.00	0.00%	266,715.00
TOTAL REVENUES	228,820.62	250,273.28	21,452.66	5,097,328.54	5,361,445.00	95.07%	264,116.46
EXPENDITURE SUMMARY							
Community Service							
Utilities	4,007.61	3,415.30	(592.31)	55,307.88	41,000.00	134.90%	(14,307.88)
Community Events	3,500.00	12,500.00	9,000.00	6,864.58	25,000.00	27.46%	18,135.42
Contract & Professional Services	26,833.05	26,666.67	(166.38)	254,052.31	320,000.00	79.39%	65,947.69
Miscellaneous	1,775.00	3,021.58	1,246.58	38,914.91	47,865.00	81.30%	8,950.09
TOTAL Community Service	36,115.66	45,603.55	9,487.89	355,139.68	433,865.00	81.85%	78,725.32
Non-departmental							
Personnel	0.00	0.00	0.00	4,022.68	4,000.00	100.57%	(22.68)
Contract & Professional Services	4,262.92	4,681.46	418.54	80,813.67	102,300.00	79.00%	21,486.33
Debt Service	542.08	400.00	(142.08)	3,192.08	4,000.00	79.80%	807.92
Miscellaneous	13,300.25	15,263.75	1,963.50	80,484.06	71,055.00	113.27%	(9,429.06)
Transfers Out	0.00	0.00	0.00	0.00	1,101,000.00	0.00%	1,101,000.00
TOTAL Non-departmental	18,105.25	20,345.21	2,239.96	168,512.49	1,282,355.00	13.14%	1,113,842.51

City of Joshua
Financial Statement (General Fund, Departmental Summary, Unaudited)
As of July 31, 2021

% OF YEAR COMPLETED: 83.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Mayor & Council							
Personnel	0.00	1,000.00	1,000.00	34.32	2,000.00	1.72%	1,965.68
Supplies	0.00	87.50	87.50	746.93	1,050.00	71.14%	303.07
TOTAL Octoberor & Council	0.00	1,087.50	1,087.50	781.25	3,050.00	25.61%	2,268.75
Administration							
Personnel	35,165.97	49,743.70	14,577.73	403,789.28	465,768.00	86.69%	61,978.72
Supplies	973.38	1,745.32	771.94	41,522.90	27,450.00	151.27%	(14,072.90)
Repair & Maintenance	8,054.42	7,373.43	(680.99)	47,855.14	64,442.00	74.26%	16,586.86
Contract & Professional Services	225.79	2,359.80	2,134.01	40,116.41	59,465.00	67.46%	19,348.59
Utilities	2,094.06	2,713.17	619.11	21,895.62	32,570.00	67.23%	10,674.38
Miscellaneous	0.00	958.28	958.28	5,422.34	11,500.00	47.15%	6,077.66
TOTAL Administration	46,513.62	64,893.70	18,380.08	560,601.69	661,195.00	84.79%	100,593.31
Police Department							
Personnel	87,528.40	112,958.31	25,429.91	785,541.91	997,275.00	78.77%	211,733.09
Supplies	196.00	1,795.34	1,599.34	14,653.18	21,550.00	68.00%	6,896.82
Repair & Maintenance	14,194.08	4,873.75	(9,320.33)	59,187.32	58,500.00	101.17%	(687.32)
Contract & Professional Services	1,629.16	1,066.24	(562.92)	94,875.24	113,800.00	83.37%	18,924.76
Utilities	1,405.41	1,940.89	535.48	13,294.38	23,300.00	57.06%	10,005.62
Capital Outlay	0.00	0.00	0.00	16,155.60	16,205.00	99.70%	49.40
Miscellaneous	0.00	33.33	33.33	10,772.36	400.00	2693.09%	(10,372.36)
TOTAL Police Department	104,953.05	122,667.86	17,714.81	994,479.99	1,231,030.00	80.78%	236,550.01

City of Joshua
Financial Statement (General Fund, Departmental Summary, Unaudited)
As of July 31, 2021

% OF YEAR COMPLETED: 83.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Public Works							
Personnel	19,836.81	32,189.39	12,352.58	210,539.19	277,075.00	75.99%	66,535.81
Supplies	14,682.74	14,365.50	(317.24)	133,122.95	172,455.00	77.19%	39,332.05
Repair & Maintenance	2,590.22	6,372.48	3,782.26	45,781.20	76,500.00	59.84%	30,718.80
Contract & Professional Services	25.79	1,686.82	1,661.03	4,181.90	20,250.00	20.65%	16,068.10
Utilities	387.47	566.44	178.97	4,829.73	6,800.00	71.03%	1,970.27
Micellaneous	0.00	0.00	0.00	1,088.80	0.00	#DIV/0!	(1,088.80)
Capital Outlay	0.00	0.00	0.00	116,876.58	152,065.00	76.86%	35,188.42
TOTAL Public Works	37,523.03	55,180.63	17,657.60	516,420.35	705,145.00	73.24%	188,724.65
Municipal Court							
Personnel	4,416.43	6,642.42	2,225.99	49,878.93	60,810.00	82.02%	10,931.07
Supplies	0.00	154.10	154.10	1,047.54	1,850.00	56.62%	802.46
Repair & Maintenance	140.15	166.60	26.45	1,617.50	2,000.00	80.88%	382.50
Contract & Professional Services	3,153.79	2,969.27	(184.52)	28,494.20	35,635.00	79.96%	7,140.80
Miscellaneous	50.71	83.30	32.59	1,693.10	1,000.00	169.31%	(693.10)
TOTAL Municipal Court	7,761.08	10,015.69	2,254.61	82,731.27	101,295.00	81.67%	18,563.73
Development Services							
Personnel	12,462.06	23,928.21	11,466.15	157,179.73	215,770.00	72.85%	58,590.27
Supplies	116.67	324.87	208.20	5,397.55	3,900.00	138.40%	(1,497.55)
Repair & Maintenance	42.25	166.60	124.35	630.21	2,000.00	31.51%	1,369.79
Contract & Professional Services	6,132.79	15,960.06	9,827.27	151,340.48	191,525.00	79.02%	40,184.52
Utilities	0.00	88.29	88.29	0.00	1,060.00	0.00%	1,060.00
Capital Outlay	0.00	416.67	416.67	776.49	5,000.00	15.53%	4,223.51
Miscellaneous	86.30	41.67	(44.63)	5,181.78	500.00	1036.36%	(4,681.78)
TOTAL Building/Code Comp.	18,840.07	40,926.37	22,086.30	320,506.24	419,755.00	76.36%	99,248.76

City of Joshua
Financial Statement (General Fund, Departmental Summary, Unaudited)
As of July 31, 2021

% OF YEAR COMPLETED: 83.33

	Current Month Actual	Current Month Budget	Budget Variance	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Animal Control							
Personnel	9,405.13	12,243.60	2,838.47	87,461.52	109,345.00	79.99%	21,883.48
Supplies	560.00	864.22	304.22	6,656.02	10,375.00	64.15%	3,718.98
Repair & Maintenance	1,201.66	2,665.60	1,463.94	21,002.33	32,000.00	65.63%	10,997.67
Contract & Professional Services	387.12	849.78	462.66	6,268.97	10,200.00	61.46%	3,931.03
Utilities	1,103.65	1,307.81	204.16	9,975.32	15,700.00	63.54%	5,724.68
Miscellaneous	0.00	0.00	0.00	654.24	0.00	#DIV/0!	(654.24)
TOTAL Animal Control	12,657.56	17,931.01	5,273.45	132,018.40	177,620.00	74.33%	45,601.60
Fire Department							
Personnel	35,010.67	50,165.79	15,155.12	298,268.07	440,335.00	67.74%	142,066.93
Supplies	5,680.78	5,530.68	(150.10)	26,669.66	62,100.00	42.95%	35,430.34
Repair & Maintenance	1,542.50	6,139.61	4,597.11	55,366.30	73,705.00	75.12%	18,338.70
Contract & Professional Services	1,986.74	1,970.46	(16.28)	18,880.27	23,655.00	79.82%	4,774.73
Utilities	2,417.58	2,865.52	447.94	25,329.66	34,400.00	73.63%	9,070.34
Miscellaneous	35.21	1,277.82	1,242.61	14,332.82	15,340.00	93.43%	1,007.18
TOTAL Fire Department	46,673.48	67,949.88	21,276.40	438,846.78	649,535.00	67.56%	210,688.22
Park Maintenance							
Personnel	342.68	0.00	(342.68)	342.68	0.00	#DIV/0!	(342.68)
Supplies	1,942.62	1,137.05	(805.57)	14,047.45	13,650.00	102.91%	(397.45)
Repair & Maintenance	820.44	1,603.57	783.13	11,763.27	19,250.00	61.11%	7,486.73
Contract & Professional Services	0.00	24.99	24.99	21.60	300.00	7.20%	278.40
Utilities	12,458.70	20,627.24	8,168.54	36,865.98	87,530.00	42.12%	50,664.02
Capital Outlay	7,779.00	7,163.00	(616.00)	24,814.62	85,985.00	28.86%	61,170.38
TOTAL Park Maintenance	23,343.44	30,555.85	7,212.41	87,855.60	206,715.00	42.50%	118,859.40
TOTAL EXPENDITURES	352,486.24	477,157.25	124,671.01	3,657,893.74	5,871,560.00	62.30%	2,213,666.26
TOTAL REVENUES OVER/UNDER EXPENDITURES	(123,665.62)	(226,883.97)	(103,218.35)	1,439,434.80	(510,115.00)		(1,949,549.80)

MINUTES
CITY COUNCIL
REGULAR MEETING
JULY 15, 2021
6:30 PM

City Council Present: Joe Hollarn, Mayor; Mike Kidd, Place 2; Angela Nichols, Place 3; Merle Breitenstein, Place 4; and Scott Kimble, Place 6.

City Council Absent: Rick DePriest, Place 1 and Robert Fleming, Place 5;

City Staff Present: Mike Peacock, City Manager; Amber Bransom, Asst. City Manager; Shaun Short, Police Chief; Terry Welch, City Attorney; and Alice Holloway, City Secretary.

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Meeting ID: 815 3970 7306 Passcode: 341194 or dial 1-346/248-7799

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- By phone: Please call 817/558-7447 ext. 2003 by 5:00 PM on the day of the meeting and provide your name, address, and question. The City Secretary will read your question in the order they are received.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Mayor Hollarn announced a quorum present and called the meeting to order at 6:30 PM.

B. PLEDGE OF ALLEGIANCE

1. United States of America
2. Texas Flag

Councilmember Breitenstein led the Pledge to the flags.

C. INVOCATION

Robert Purdom, former member of Joshua City Council, led the invocation.

D. BUDGET WORKSHOP

1. Discuss the FY 2021-2022 Budget. (Staff Resource: M. Peacock)

   City Manager Peacock stated that this workshop is mainly reviewing the employee benefits. He stated that we are currently paying an estimate of $400.00 per employee each month for health insurance he is looking into upgrading the plan to a PPO instead of a HMO and with a deductible of $3500.00 instead of $6500.00. City Manager Peacock stated that the cost will be near $1000.00 per employee monthly.

Councilmember Kimble asked if we should share benefits with other cities to help get a better plan at a lower cost. City Manager Peacock stated that he and Asst. City Manager Bransom is looking into the possibility.

Mayor Hollarn asked if the City is paying 50% of an employee salary in benefits. Asst. City Manager Bransom stated in the worst case scenario that is correct.

Councilmember Kidd stated that very few places pay 100% of employee health insurance and would like to see a better plan for the employees, but a cost share between the City and the employee.

Mayor Hollarn stated that it may be more cost effective if the City just paid the deductible for the employees instead of the $1000.00 per month cost.

City Manager Peacock asked for opinions regarding employee health insurance regarding monthly cost and deductible. Mayor Hollarn directed staff to bring recommended plan to council to review.

2. Discuss the 2021 Budget and Tax Rate Adoption Rate Calendar. (Staff Resource: A. Holloway)

   Mayor Hollarn stated that the calendar is prepared as if there is no tax increase. In addition, he stated that if council proposes to increase taxes, additional public hearings will be required.

E. WORK SESSION

1. Review and discuss questions related to the budget report and financial statement for June 2021. (Staff Resource: M. Peacock)

   No discussion on this item (D1)

2. Discuss a Park Naming Policy. (M. Peacock)

   City Manager Peacock explained that the policy in the agenda packet is just a draft and is open to suggestions. Mayor Hollarn stated that he would like to see that the person who's name is being considered should be deceased a minimum of five (5) years. Council directed staff to have the Type B/Parks Board review and make recommendation.

3. Discuss a request for a school zone to be placed near the Joshua Christian Academy. (M. Peacock)

   No discussion on this item (D3)

4. Questions regarding Regular Session agenda items.

   No discussion on this item (D4)

F. PUBLIC FORUM, PRESENTATIONS, AND RECOGNITION:

The City Council invites citizens to speak on any topic. However, unless the item is specifically noted on this agenda, the City Council is required under the Texas Open Meetings Act to limit its response to responding with a statement of specific factual information, reciting the City's existing policy, or directing the person making the inquiry to visit with City Staff about the issue. Therefore, no Council deliberation is permitted. Each person will have 3 minutes to speak.

Police Chief Short introduced the following new Sworn Police Officers:

- Sergeant Shawn Fullagar
- Officer Enrique Resendez
- Officer Taylor Clark
- Officer Justin Cox

F. CONSENT AGENDA

1. Consider approval of minutes from the City Council Meeting held on June 17, 2021. (Staff Resource: A. Holloway)

   Councilmember Kimble moved to approve the meeting minutes of June 17, 2021. Councilmember Breitenstein seconded the motion. The motion passed unanimously.

G. REGULAR AGENDA

1. Discuss, consider, and possible action on an Ordinance designating the Tax Assessor-Collector of Johnson County as the person to perform the required calculation of the relevant tax rates and preparation of notices for publication. (Staff Resource: A. Holloway)

   Councilmember Breitenstein moved to approve an Ordinance designating the Tax Assessor-Collector of Johnson County as the person to perform the required calculation of the relevant tax rates and preparation of notices for publication. Councilmember Nichols seconded the motion. The motion passed unanimously.

2. Discuss, consider, and possible action on a resolution amending the personnel policy. (Staff Resource: A. Bransom)

   Councilmember Kimble stated that he did not get the redline version until Monday and has not had time to review it. Mayor Hollarn asked if he would like to table the item until next month.

   Councilmember Kimble moved to table this item (G2) until the August meeting. Councilmember Breitenstein seconded the motion. The motion passed unanimously.

3. Discuss, consider, and possible action on board appointments. (Staff Resource: A. Holloway)

   Councilmember Kidd moved to appoint Nicholas Larson to the vacant position on the Type B/Parks Board. Councilmember Nichols seconded the motion. The motion passed. Councilmember Kimble voted against.

H. STAFF REPORT

June 2021

1. Police Department Report
2. Fire Department Report
3. Municipal Court Report
4. Public Works Report
5. Development Services Report
6. City Secretary Report

   Councilmember Kimble asked City Secretary Holloway to add the date, filing year, and the orginial amount to the Lien Report.

I. FUTURE AGENDA ITEMS/REQUESTS BY COUNCILMEMBERS TO BE ON THE NEXT AGENDA

Councilmembers shall not comment upon, deliberate, or discuss any item that is not on the agenda. Councilmembers shall not make routine inquiries about operations or project status on an item that is not posted. However, any Councilmember may state an issue and request to place the item on a future agenda.

J. ADJOURNMENT

Mayor Hollarn adjourned the meeting at 7:20 PM.

____
Joe Hollarn, Mayor

ATTEST:

____
Alice Holloway, TRMC
City Secretary

Approved: August 19, 2021

City Council Agenda
August 19, 2021

Agenda Item:H1&2 Text Amendment (Action Item)

Agenda Description:

Discuss, consider, and take action on a request to amend the Chapter 14, "Zoning Ordinance," Article 5, Section 5.3, "Supplemental Use Standards," swimming pool property line setbacks to five feet (5') instead of the current eight feet (8'); Amending Article 5, Subsection 5.5.4, "Accessory Building Summary Table", to reflect a 5 foot (5') swimming pool property line setback instead of the current eight foot (8') swimming pool property line setback.

A. Staff Presentation
B. Owner's Presentation
C. Those in Favor
D. Those Against
E. Owner's Rebuttal

Background Information:

On June 17, 2021, at the City Council meeting, a local contractor with Lemaster Pools asked the Council members to consider reducing the setback requirements for a residential swimming pool. The contractor stated that within the surrounding communities setback requirements ranged from 5' to 3', and that Joshua had the only 8' setback requirement, which made it difficult to follow with certain sized lots. It has been determined that the City of Burleson has a 3' side and rear setback, while the City of Cleburne only has a 5' setback from a structure and relies on approval from Oncor electric to approve swimming pool setbacks.

The City Council made a motion for City Staff to reduce the swimming pool setbacks.

On August 9th, 2021, the Planning and Zoning Commission made a recommendation to the City Council for approval of amending the swimming pool setbacks.

Financial Information:

Only cost associated with the Text Amendment is the publication expense as required by state law.

City Contact and Recommendations:

Aaron Maldonado, Development Services Director
Staff recommends approval

Attachments:

1. Application
2. Section 5.3 Supplemental Use Standards
3. Section 5.5.4 Accessory Building Summary Table
4. City of Burleson/Oncor Electric Requirements
5. Ordinance

City of Joshua Development Services Universal Application

Please check the appropriate box below to indicate the type of application you are requesting and provide all information required to process your request.

- [ ] Pre-Application Meeting
- [ ] Comprehensive Plan Amendment
- [ ] Zoning Change
- [ ] Conditional Use Permit
- [ ] Zoning Variance (ZBA)
- [ ] Subdivision Variance
- [ ] Preliminary Plat
- [ ] Final Plat
- [ ] Amending Plat
- [ ] Replat
- [ ] Planned Development Concept Plan
- [ ] Planned Development Detailed Plan
- [ ] Minor Plat
- [x] Text Amendment ____________

PROJECT INFORMATION

Project Name: **City of Joshua**

Project Address (Location): **101S. Main St.**

Existing Zoning: N/A Proposed Zoning: N/A

Existing Use: N/A Proposed Use: N/A

Existing Comprehensive Plan Designation: N/A Gross Acres: N/A

Application Requirements: The applicant is required to submit sufficient information that describes and justifies the proposal. **See appropriate checklist located within the applicable ordinance and fee schedule for minimum requirements. Incomplete applications will not be processed.**

APPLICANT INFORMATION

Applicant: City of Joshua Company: ____________

Address: 101 S. Main St. Tel: 817-558-7447 Fax: 817-641-7526

City: Joshua State: TX ZIP: 76058 Email: ____________

Property Owner: ____________ Company: ____________

Address: ____________ Tel: ____________ Fax: ____________

City: ____________ State: ______ ZIP: ____________ Email: ____________

Key Contact: ____________ Company: ____________

Address: ____________ Tel: ____________ Fax: ____________

City: ____________ State: ______ ZIP: ____________ Email: ____________

SIGNATURE OF PROPERTY OWNER OR APPLICANT (SIGN AND PRINT OR TYPE NAME)

SIGNATURE: [signature]

(Letter of authorization required if signature is other than property owner)

Print or Type Name: Mike Peacock

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated.

Given under my hand and seal of office on this 15 day of July 2021

[signature]

~~Notary Public~~ City Secretary

Signature ____________ Date: ____________

For Departmental Use Only

Case No.: ____________

Project Manager: ____________

Total Fee(s): ____________

Check No: ____________

Date Submitted: ____________

Accepted By: ____________

Date of Complete Application ____________

CITY OF JOSHUA Planning and Development • City Hall 101 S. Main Street, Joshua, Texas 76058 817.558.7447

21. Swimming Pools: It is the purpose of the following provisions to recognize an outdoor swimming pool as a potentially attractive nuisance and to promote the safety and enjoyment of property rights by establishing rules and regulations governing the location and improvement of swimming pools whether privately, publicly, or commercially owned or operated.

a. No swimming pool shall be constructed or used until a swimming pool building permit has been issued therefore. No building permit shall be issued unless the proposed sanitary facilities and water supply comply with applicable local and State health department regulations.

b. A swimming pool may be constructed and operated when:

(1). The pool is not located in any required front or side yard abutting a street;

(2). a wall or fence, not less than six (6) feet in height, with self-enclosing and self-latching gates at all entrances, completely encloses either the pool area or the surrounding yard area;

(3). All lighting of the pool is shielded or directed to face away from adjoining residences. If lights are not individually shielded they shall be so placed, or the enclosing wall or fence shall be so designed, that direct rays from the lights shall not be visible for adjacent properties;

(4). No broadcasting system is used for the purpose of advertising the operation of the pool or for the attraction of persons to the premises. This shall not prevent a public address system necessary or useful to the supervision of the pool and the safety of swimmers; and

(5). The swimming pool is no closer than eight (8) feet from any property line.

5.5.4 ACCESSORY BUILDING SUMMARY TABLE.

Accessory Building	**Residential Setbacks**	**Non Residential Setbacks**	**Height**	**Notes**
Storage Building or Hobby Shop	Behind primary Building. Five (5) feet from property lines. Not in side setbacks	Setback distance as set by district. Within the rear setback of site.	Eighteen (18) feet Farm Accessory Structures shall not exceed zoning district height standard.	Requires permit if exceeding 120 sf.
Garages	Behind primary building. Five (5) feet from property lines. Not in side setbacks Additional height requires meeting district setbacks.	Setback distance as set by district. Within the rear setback of site.	May be as tall as thirty (30) feet in height if garage meets primary building side setback. Height may not exceed primary building.	Requires permit and foundation.
Carports	Behind primary building. Five (5) feet from property lines. Not in side setbacks	Meet all setbacks. Located at the rear of the primary building.	Sixteen (16) feet.	Requires permit. Must be an extension of the primary building roof line. Must contain columns compatible with those on the primary building.
Swimming Pool	May be located in rear or side yard. Eight (8) feet from property lines.	NA	Requires permit. Three (3) foot minimum walkway on all sides. Pools must be fenced.	

CITY OF BURLESON
SWIMMING POOL REQUIREMENTS

Number of Plans Required: 1 Set
Number of Plot Plans Required: 1 Set

Stamped with electrical provider approval.
Oncor: 2118 S Bowen Rd.
Arlington, TX 76013
Bryon Spencer – 817-861-7551
UCS: 817-447-9292

Call 1-800-DIG-TESS to locate lines and to receive a confirmation number. Confirmation number is needed before you submit plans to your electrical company. The City of Burleson will not accept any unstamped plans.

All Public Pool Applicants will require a separate application and plan review from Tarrant County Public Health (817-321-4960). Confirmation number will be required from TCPH prior to City of Burleson permit issuance.

Permits Required: In Ground: Electrical Included, Plumbing Requires a Separate Permit
Above Ground: Electrical and Plumbing Requires Separate Permits

Additional Permits: Fence & Decking (30" Above Grade)

Permit Fee: $200.00 In ground, $50.00 Above ground, $25.00 Fence, $25.00 Deck (30" Above Grade)

Setback Requirements: From Waters Edge

Requirement Setbacks: Rear: *3' Sides: *3' Foundation: 5'

- * Greater setback required if dedicated easement on plat
- * If excavation is less than 5' from foundation a set of engineer plans will be required. (from any load bearing structure – i.e.: covered patio)
- * Include setbacks on plans

Fencing Requirements: Minimum Height: 4'
Temporary Required: Yes (During Construction)

No openings larger than 4" in any dimension
Gate shall be equipped with self-closing and self-latching device.

Backwash Requirement: Sanitary sewer or area ditch (must be contained on site)

Backflow Protection: Required on auto-fill lines below overflow level. Minimum backflow protection, double-check/double gate.

Electrical Service Setback: Line in Conduit: 5' Not in Conduit: 10' Depth Requirements: 24"
(Regulated by ONCOR if service line from transformer to meter)

Required Inspections: Belly Steel/Grounding, Deck Steel, and Final

ONCOR ELECTRIC DELIVERY
POOL REQUIREMENTS

Pool plans will only be accepted at **Arlington Service Center, Attn: Byron Spencer, located at 2118 S. Bowen Rd. in Arlington, Texas 76013**. For your convenience, plans can be mailed with a self addressed stamped envelope to the appropriate location for review.

Contact Information:
Metro West – Byron Spencer – 817.861.7551

The following guidelines will be required in order to obtain a ONCOR Electric Delivery approval stamp on all swimming pools and other water features.

It is the responsibility of the pool company digging the pool or other water feature to call Texas Excavation Safety System (TESS) at 1-800-344-8377, and request a locate before pool plans are submitted (If excavation begins fourteen days after the initial locates, the pool company may be obligated to request a new locate pursuant to the applicable legal authorities). This request must include located for all electrical facilities including primary, secondary, service and street light facilities either direct buried or in conduit. These facilities must be marked in red and drawn to scale on all three (3) sets of plans that are required to be submitted to ONCOR Electric Delivery for approval. The location of the electric meter must be shown of the house. Any overhead electrical lines within thirty (30') feet of the water's edge must also be shown, drawn to scale. Plans to include water feature, associated decking and walkways. The TESS confirmation number must be listed on the pool plans.

Along with the three (3) sets of pool plans, it is required that the pool builder supply a copy of the final survey for the lot showing all property lines and any easements located within the property. If the pool is being built on a new construction site, a copy of that portion of the Final City Plat showing the address will be accepted. The clearing of easements and right-of-way is the responsibility of the pool company. Decking or permanent structure will be prohibited over existing direct buried services. In these cases a reroute will be required. NO ENCROACHMENTS INTO EXISTING EASEMENTS WILL BE ALLOWED.

The pool company will be provided with a form Indemnity and Release regarding the accuracy and completeness of the information provided to ONCOR Electric Delivery for the approval of pool plans or other water feature. This completed and signed document, WITH ORIGINAL SIGNATURE, must be attached to the pool plans when submitted for approval. Failure to provide a signed copy of this document will delay the approval of the pool plans.

All pool plans submitted to ONCOR Electric Delivery for approval will require (5) five normal working days for approval, barring any conflicts or reroutes.

NEW POOL OR WATER FEATURE
APPROVAL REQUEST AND RELEASE

(Version 2007.1)

____ ("Company") requests approval from ONCOR Electric Delivery Company ("ONCOR") of Company's plans to construct a pool or water feature ("Project") at ____ /city _____________________________________.

In order for ONCOR to properly evaluate the Project, Company must attach the following to this completed document:

- Three copies of Company's constructions plans, which include the location of (1) the pool or water feature (including all decking and walkways); (2) all underground electric facilities drawn to scale and clearly marked as either direct buries or in conduit, including primary, secondary, service and street light facilities (the "Underground Facilities"); (3) the electric meter; and (4) all overhead electric facilities within (30') thirty feet of the water's edge (1, 2, 3, & 4 may be referred to collectively as the "Facilities"); and

- A copy of the final survey for the property ("Survey") showing the location of all property lines and easements location on the property.

In exchange for ONCOR's review and requested approval of the Construction Plans, Company certifies that:

(a) The Underground Facilities at the Property have been located through the Texas Excavation Safety System ("TESS");

(b) Company has accurately represented on the Construction Plans and the Survey the location of each of the Facilities located through TESS, easements and property lines located at the Property;

(c) ONCOR can rely on the information set forth in the Construction Plans and the Survey in considering Company's request for approval of the Construction Plans;

(d) Company will exercise extreme caution consistent with all industry accepted standards and practices when excavation around Facilities;

(e) Company has requester ONCOR to approve the Construction Plans for the sole purpose of obtaining any necessary municipal approvals and to resolve potential conflicts with existing electric facilities; and

(f) Except as set forth in (g)(1), below Company agrees to indemnify, protect, defend, and hold ONCOR harmless from and against any and all damages, claims, judgments, causes of action, suits, liability, or losses ("Claims") arising out of the construction of the Project or the representations made herein by Company, including Claims arising out of the activities set forth in (g)(2), below.

(g) In the event ONCOR incorrectly identified the location of the Underground Facilities and such identifications were relied on by Company to prepare the Construction Plans: (1) Company shall not be responsible for the damage to the Underground Facilities, but (2) Company shall be responsible for applicable costs associated with any necessary reroute of the Facilities and all costs associated with relocation of the Project regardless of the cause or reasons for such reroute or relocation.

____
(Company Name)

By Sign~: _______________________________________
Name Print~: _______________________________________
Title: _______________________________________
Phone: _______________________________________
Date: _______________________________________

____
(TESS Confirmation Number)

Revised 2/14/08

CITY OF JOSHUA, TEXAS

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AMENDING PARAGRAPH (b)(5) OF SUBPART 21, "SWIMMING POOLS," OF SUBSECTION (A) OF SECTION 5.3, "SUPPLEMENTAL USE STANDARDS," OF ARTICLE 5, "PERMITTED USES," OF THE CITY'S ZONING ORDINANCE, FOUND IN CHAPTER 14, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF JOSHUA, TEXAS, BY AMENDING SWIMMING POOL PROPERTY LINE SETBACKS TO FIVE FEET (5') INSTEAD OF THE CURRENT EIGHT FEET (8'); AMENDING SUBSECTION 5.5.4, "ACCESSORY BUILDING SUMMARY TABLE," OF SECTION 5.5, "ACCESSORY BUILDING REGULATIONS," OF ARTICLE 5, "PERMITTED USES," OF THE CITY'S ZONING ORDINANCE, FOUND IN CHAPTER 14, "ZONING," OF THE CODE OF ORDINANCES OF THE CITY OF JOSHUA, TEXAS, BY AMENDING SWIMMING POOL PROPERTY LINE SETBACKS TO FIVE FEET (5') INSTEAD OF THE CURRENT EIGHT FEET (8'); AMENDING THE "ACCESSORY BUILDING SETBACKS" DIAGRAM REFLECTED IN SAID SUBSECTION 5.5.4 TO REFLECT A FIVE FOOT (5') SWIMMING POOL PROPERTY LINE SETBACK INSTEAD OF THE CURRENT EIGHT FOOT (8') SWIMMING POOL PROPERTY LINE SETBACK; MAKING FINDINGS RELATIVE THERETO; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY; PROVIDING FOR PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council wishes to amend the property line setback for swimming pools from eight feet (8') to five feet (5'), which setback is in accord with that of many area municipalities; and

WHEREAS, an amendment to the City's Zoning Ordinance is therefore necessary to reflect such amendment; and

WHEREAS, the Planning and Zoning Commission of the City of Joshua and the City Council of the City of Joshua, in compliance with the laws of the State of Texas, have given the requisite notices and have concluded that such will promote the public health, safety and welfare of the citizens of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THAT:

SECTION 1

All of the above premises are hereby found to be true and correct and are hereby approved and incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2

From and after the effective date of this Ordinance, Paragraph (b)(5) of Subpart 21, "Swimming Pools," of Subsection (A) of Section 5.3, "Supplemental Use Standards," of Article 5, "Permitted Uses," of the City's Zoning Ordinance, found in Chapter 14, "Zoning," of the Code of Ordinances of the City of Joshua, Texas, is hereby amended to read as follows:

"**Section 5.3 Supplemental Use Standards**

The following described conditions and supplemental regulations shall apply to uses listed in the Permitted Use Table. Additional requirements may be added to those listed herein by the Planning and Zoning Commission or City Council as deemed necessary to protect the health, safety, and general welfare of the citizens of Joshua. No construction or occupancy shall commence for any permitted use until the conditions herein stated or required by the Planning and Zoning Commission and City Council have been met.

A. Supplemental Use Standards shall be applicable in the following formats:

* * *

21. Swimming Pools: It is the purpose of the following provisions to recognize an outdoor swimming pool as a potentially attractive nuisance and to promote the safety and enjoyment of property rights by establishing rules and regulations governing the location and improvement of swimming pools whether privately, publicly, or commercially owned or operated.

* * *

b. A swimming pool may be constructed and operated when:

* * *

(5). The swimming pool is no closer than five feet (5') from any property line."

SECTION 3

From and after the effective date of this Ordinance, Subsection 5.5.4, "Accessory Building Summary Table," of Section 5.5, "Accessory Building Regulations," of Article 5, "Permitted Uses," of the City's Zoning Ordinance, found in Chapter 14, "Zoning," of the Code of Ordinances of the City of Joshua, Texas, is hereby amended to read as follows:

“5.5.4 ACCESSORY BUILDING SUMMARY TABLE.

* * *

	Residential Setbacks	Non Residential Setbacks	Height	Note
Swimming Pool	May be located in rear or side yard. Five feet (5’) from property lines.	NA		Requires permit. Three foot (3’) walkway on all sides. Pools must be fenced.

Further, the “Accessory Building Setbacks” Diagram reflected in said Subsection 5.5.4 shall be amended to reflect a five foot (5’) swimming pool property line setback instead of an eight foot (8’) swimming pool property line setback.

SECTION 4

If any word, section, article, phrase, paragraph, sentence, clause, or portion of this Ordinance or application thereto to any person or circumstance is held to be invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity which remaining portions shall remain in full force and effect.

SECTION 5

It shall be unlawful for any person, firm or corporation to develop property, or any portion thereof, in any manner other than is authorized by this Ordinance, and upon conviction therefore, shall be fined any sum not exceeding $2,000.00, and each day that such violation shall continue shall be considered a separate offense. These penal provisions shall not prevent an action on behalf of the City of Joshua to enjoin any violation or threatened violation of the terms of this Ordinance, or an action for mandatory injunction to remove any previous violation hereof.

SECTION 6

This Ordinance shall take effect and be in full force from and after its passage and publication, as provided by the laws of the State of Texas.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THIS THE 19TH DAY OF AUGUST, 2021.

____
Joe Hollarn, Mayor

ATTEST:

____
Alice Holloway, City Secretary

APPROVED AS TO FORM:

____
Terrence S. Welch, City Attorney

City of Joshua

City Council Agenda
August 19, 2021

Agenda Item: H3 Minute Resolution (Action Item)

Agenda Description:
Discuss, consider, and possible action on accepting submission of the 2021 no-new-revenue tax rate of $0.711493 per $100 taxable value and the voter-approval tax rate of $0.717950 per $100 taxable value.

Background Information:
State laws requires the submission of the tax rate calculation to the governing body and publish in a local newspaper a notice showing the no-new-revenue and voter-approval tax rates plus the notice and-hearing limit for the upcoming fiscal year.

The no-new-revenue rate will produce the same amount of tax revenue if applied to the same properties in both years. The voter-approval rate is the highest tax rate the City can set without holding an election to seek voter approval of the rate.

The tax rate is split into two separate components: an operating and maintenance rate and a debt rate.

All taxing units that levied property taxes in 2020 and intend to levy them in 2021 must calculate a no-new-revenue tax rate and a voter-approval tax rate. Although the actual calculation is more detailed, the City's no-new-revenue tax rate is generally equal to the prior year's taxes divided by the current taxable value of properties that were also on the tax roll in the prior year.

The no-new-revenue tax rate is intended to enable the public to evaluate the relationship between taxes for the current year and taxes that a proposed tax rate would produce if applied to the same properties taxed in both years.

Financial Information:
City Contact and Recommendations:
Mike Peacock, City Manager
Staff recommends the acceptance of the tax rate calculation

Attachments:
2021 Tax Worksheet

2021 Tax Rate Calculation Worksheet
Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Joshua
Taxing Unit Name

817-558-7447
Phone *(area code and number)*

101 South Main St., Joshua, Tx. 76058
Taxing Unit's Address, City, State, ZIP Code

cityofjoshuatx.us
Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per $100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements.*

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet.*

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

SECTION 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both years. When appraisal values increase, the NNR tax rate should decrease.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operations taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
1.	**2020 total taxable value.** Enter the amount of 2020 taxable value on the 2020 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (adjustment is made by deducting TIF taxes, as reflected in Line 17).[1]	$ 454,712,153
2.	**2020 tax ceilings.** Counties, cities and junior college districts. Enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step.[2]	$ 79,782,018
3.	**Preliminary 2020 adjusted taxable value.** Subtract Line 2 from Line 1.	$ 374,930,135
4.	**2020 total adopted tax rate.**	$ 0.761240/$100
5.	**2020 taxable value lost because court appeals of ARB decisions reduced 2020 appraised value.** **A. Original 2020 ARB values:** $ 0 **B. 2020 values resulting from final court decisions:** - $ 0 **C. 2020 value loss.** Subtract B from A.[3]	$ 0
6.	**2020 taxable value subject to an appeal under Chapter 42, as of July 25.** **A. 2020 ARB certified value:** $ 0 **B. 2020 disputed value:** - $ 0 **C. 2020 undisputed value.** Subtract B from A.[4]	$ 0
7.	**2020 Chapter 42 related adjusted values.** Add Line 5C and Line 6C.	$ 0

[1] Tex. Tax Code § 26.012(14)
[2] Tex. Tax Code § 26.012(14)
[3] Tex. Tax Code § 26.012(13)
[4] Tex. Tax Code § 26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	**2020 taxable value, adjusted for actual and potential court-ordered adjustments.** Add Line 3 and Line 7.	$ 374,930,135
9.	**2020 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2020.** Enter the 2020 value of property in deannexed territory. [5]	$ 0
10.	**2020 taxable value lost because property first qualified for an exemption in 2021.** If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2021 does not create a new exemption or reduce taxable value. **A. Absolute exemptions.** Use 2020 market value: $ 899,917 **B. Partial exemptions.** 2021 exemption amount or 2021 percentage exemption times 2020 value: + $ 2,006,343 **C. Value loss.** Add A and B. [6]	$ 2,906,260
11.	**2020 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2021.** Use only properties that qualified in 2021 for the first time; do not use properties that qualified in 2020. **A. 2020 market value:** $ 0 **B. 2021 productivity or special appraised value:** - $ 0 **C. Value loss.** Subtract B from A. [7]	$ 0
12.	**Total adjustments for lost value.** Add Lines 9, 10C and 11C.	$ 2,906,260
13.	**2020 captured value of property in a TIF.** Enter the total value of 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which 2020 taxes were deposited into the tax increment fund. [8] If the taxing unit has no captured appraised value in line 18D, enter 0.	$ 13,512,732
14.	**2020 total value.** Subtract Line 12 and Line 13 from Line 8.	$ 358,511,143
15.	**Adjusted 2020 total levy.** Multiply Line 4 by Line 14 and divide by $100.	$ 2,729,130
16.	**Taxes refunded for years preceding tax year 2020.** Enter the amount of taxes refunded by the taxing unit for tax years preceding tax year 2020. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020. [9]	$ 1,798
17.	**Adjusted 2020 levy with refunds and TIF adjustment.** Add Lines 15 and 16. [10]	$ 2,730,928
18.	**Total 2021 taxable value on the 2021 certified appraisal roll today.** This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. [11] **A. Certified values:** $ 494,184,201 **B. Counties:** Include railroad rolling stock values certified by the Comptroller's office: + $ 0 **C. Pollution control and energy storage system exemption:** Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property: - $ 0 **D. Tax increment financing:** Deduct the 2021 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2021 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. [12] - $ 14,694,738 **E. Total 2021 value.** Add A and B, then subtract C and D.	$ 479,489,463

[5] Tex. Tax Code § 26.012(15)
[6] Tex. Tax Code § 26.012(15)
[7] Tex. Tax Code § 26.012(15)
[8] Tex. Tax Code § 26.03(c)
[9] Tex. Tax Code § 26.012(13)
[10] Tex. Tax Code § 26.012(13)
[11] Tex. Tax Code § 26.012, 26.04(c-2)
[12] Tex. Tax Code § 26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	**Total value of properties under protest or not included on certified appraisal roll.** [13] **A. 2021 taxable value of properties under protest.** The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district's value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest. [14] .... $ 16,305,292 **B. 2021 value of properties not under protest or included on certified appraisal roll.** The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. [15] .... + $ 0 **C. Total value under protest or not certified.** Add A and B.	$ 16,305,292
20.	**2021 tax ceilings.** Counties, cities and junior colleges enter 2021 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2020 or a prior year for homeowners age 65 or older or disabled, use this step.[16]	$ 91,363,495
21.	**2021 total taxable value.** Add Lines 18E and 19C. Subtract Line 20. [17]	$ 404,431,260
22.	**Total 2021 taxable value of properties in territory annexed after Jan. 1, 2020.** Include both real and personal property. Enter the 2021 value of property in territory annexed. [18]	$ 0
23.	**Total 2021 taxable value of new improvements and new personal property located in new improvements.** New means the item was not on the appraisal roll in 2020. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2020 and be located in a new improvement. New improvements **do** include property on which a tax abatement agreement has expired for 2021. [19]	$ 20,600,961
24.	**Total adjustments to the 2021 taxable value.** Add Lines 22 and 23.	$ 20,600,961
25.	**Adjusted 2021 taxable value.** Subtract Line 24 from Line 21.	$ 383,830,299
26.	**2021 NNR tax rate.** Divide Line 17 by Line 25 and multiply by $100. [20]	$ 0.711493/$100
27.	**COUNTIES ONLY.** Add together the NNR tax rates for each type of tax the county levies. The total is the 2021 county NNR tax rate. [21]	$ ______/$100

SECTION 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. **Maintenance and Operations (M&O) Tax Rate:** The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.
2. **Debt Rate:** The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
28.	**2020 M&O tax rate.** Enter the 2020 M&O tax rate.	$ 0.576050/$100
29.	**2020 taxable value, adjusted for actual and potential court-ordered adjustments.** Enter the amount in Line 8 of the *No-New-Revenue Tax Rate Worksheet.*	$ 374,930,135

[13] Tex. Tax Code § 26.01(c) and (d)
[14] Tex. Tax Code § 26.01(c)
[15] Tex. Tax Code § 26.01(d)
[16] Tex. Tax Code § 26.012(6)(B)
[17] Tex. Tax Code § 26.012(6)
[18] Tex. Tax Code § 26.012(17)
[19] Tex. Tax Code § 26.012(17)
[20] Tex. Tax Code § 26.04(c)
[21] Tex. Tax Code § 26.04(d)

Line	Voter-Approval Tax Rate Worksheet		Amount/Rate
30.	**Total 2020 M&O levy.** Multiply Line 28 by Line 29 and divide by $100		$2,159,785
31.	**Adjusted 2020 levy for calculating NNR M&O rate.**		
	A. **M&O taxes refunded for years preceding tax year 2020.** Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2020. This line applies only to tax years preceding tax year 2020.	+ $ 1,268	
	B. **2020 taxes in TIF.** Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2021 captured appraised value in Line 18D, enter 0.	– $ 103,744	
	C. **2020 transferred function.** If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0.	+/- $ 0	
	D. **2020 M&O levy adjustments.** Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function.	$ -102,476	
	E. Add Line 30 to 31D.		$2,057,309
32.	**Adjusted 2021 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*		$ 383,830,299
33.	**2021 NNR M&O rate (unadjusted).** Divide Line 31E by Line 32 and multiply by $100.		$ 0.535994/$100
34.	**Rate adjustment for state criminal justice mandate.** [23]		
	A. **2021 state criminal justice mandate.** Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose.	$ 0	
	B. **2020 state criminal justice mandate.** Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies.	– $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.	$ 0.000000/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.		$ 0.000000/$100
35.	**Rate adjustment for indigent health care expenditures.** [24]		
	A. **2021 indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state assistance received for the same purpose.	$ 0	
	B. **2020 indigent health care expenditures.** Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose.	– $ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100.	$ 0.000000/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.		$ 0.000000/$100

[22] [Reserved for expansion]
[23] Tex. Tax Code § 26.044
[24] Tex. Tax Code § 26.0441

Line	Voter-Approval Tax Rate Worksheet		Amount/Rate
36.	**Rate adjustment for county indigent defense compensation.** [25]		
	A. 2021 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2020 and ending on June 30, 2021, less any state grants received by the county for the same purpose..	$ 0	
	B. 2020 indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose.	$ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100	$ 0.000000/$100	
	D. Multiply B by 0.05 and divide by Line 32 and multiply by $100.	$ 0.000000/$100	
	E. Enter the lesser of C and D. If not applicable, enter 0.		$ 0.00000/$100
37.	**Rate adjustment for county hospital expenditures.** [26]		
	A. 2021 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2020 and ending on June 30, 2021.	$ 0	
	B. 2020 eligible county hospital expenditures. Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020.	$ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100	$ 0.000000/$100	
	D. Multiply B by 0.08 and divide by Line 32 and multiply by $100.	$ 0.000000/$100	
	E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.		$ 0.000000 /$100
38.	**Rate adjustment for defunding municipality.** This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code 26.0444 for more information.		
	A. Amount appropriated for public safety in 2020. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year	$ 0	
	B. Expenditures for public safety in 2020. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year	$ 0	
	C. Subtract B from A and divide by Line 32 and multiply by $100	$ 0.000000/$100	
	D. Enter the rate calculated in C. If not applicable, enter 0.		$ 0.000000 /$100
39.	**Adjusted 2021 NNR M&O rate.** Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.		$ 0.535994 /$100
40.	**Adjustment for 2020 sales tax specifically to reduce property values.** Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in 2020 should complete this line. These entities will deduct the sales tax gain rate for 2021 in Section 3. Other taxing units, enter zero.		
	A. Enter the amount of additional sales tax collected and spent on M&O expenses in 2020, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent	$ 0	
	B. Divide Line 40A by Line 32 and multiply by $100	$ 0.000000/$100	
	C. Add Line 40B to Line 39.		$ 0.535994 /$100
41.	**2021 voter-approval M&O rate.** Enter the rate as calculated by the appropriate scenario below. **Special Taxing Unit.** If the taxing unit qualifies as a special taxing unit, multiply Line 40C by 1.08. **- or -** **Other Taxing Unit.** If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.		$ 0.554753 /$100

[25] Tex. Tax Code § 26.0442
[26] Tex. Tax Code § 26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	***Disaster Line 41 (D41):*** **2021 voter-approval M&O rate for taxing unit affected by disaster declaration.** If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of 1) the first year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, or 2) the third tax year after the tax year in which the disaster occurred If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. [27] If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	$ 0.000000/$100
42.	**Total 2021 debt to be paid with property taxes and additional sales tax revenue.** Debt means the interest and principal that will be paid on debts that: **(1)** are paid by property taxes, **(2)** are secured by property taxes, **(3)** are scheduled for payment over a period longer than one year, and **(4)** are not classified in the taxing unit's budget as M&O expenses. **A. Debt** also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. [28] Enter debt amount .... $ 933,241 **B.** Subtract **unencumbered fund amount** used to reduce total debt. .... – $ 0 **C.** Subtract **certified amount spent from sales tax to reduce debt** (enter zero if none) .... – $ 0 **D.** Subtract **amount paid** from other resources .... – $ 0 **E. Adjusted debt.** Subtract B, C and D from A.	$ 933,241
43.	**Certified 2020 excess debt collections.** Enter the amount certified by the collector. [29]	$ 154,417
44.	**Adjusted 2021 debt.** Subtract Line 43 from Line 42E.	$ 778,824
45.	**2021 anticipated collection rate.** **A.** Enter the 2021 anticipated collection rate certified by the collector. [30] .... 118.00000% **B.** Enter the 2020 actual collection rate. .... 123.00000% **C.** Enter the 2019 actual collection rate. .... 114.00000% **D.** Enter the 2018 actual collection rate. .... 117.00000% **E.** If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100%. [31]	118.00000%
46.	**2021 debt adjusted for collections.** Divide Line 44 by Line 45E.	$ 660,020
47.	**2021 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 404,431,260
48.	**2021 debt rate.** Divide Line 46 by Line 47 and multiply by $100.	$ 0.163197/$100
49.	**2021 voter-approval tax rate.** Add Lines 41 and 48.	$ 0.717950/$100
D49.	***Disaster Line 49 (D49):*** **2021 voter-approval tax rate for taxing unit affected by disaster declaration.** Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	$ 0.000000/$100

[27] Tex. Tax Code § 26.042(a)
[28] Tex. Tax Code § 26.012(7)
[29] Tex. Tax Code § 26.012(10) and 26.04(b)
[30] Tex. Tax Code § 26.04(b)
[31] Tex. Tax Code §§ 26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	**COUNTIES ONLY.** Add together the voter-approval tax rates for each type of tax the county levies. The total is the 2021 county voter-approval tax rate.	$ ________/$100

SECTION 3: NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

Line	Additional Sales and Use Tax Worksheet	Amount/Rate
51.	**Taxable Sales.** For taxing units that adopted the sales tax in November 2020 or May 2021, enter the Comptroller's estimate of taxable sales for the previous four quarters. [32] Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2020, enter 0.	$ 0
52.	**Estimated sales tax revenue.** Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. [33] **Taxing units that adopted the sales tax in November 2020 or in May 2021.** Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. [34] **- or -** **Taxing units that adopted the sales tax before November 2020.** Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	$ 0
53.	**2021 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$404,431,260
54.	**Sales tax adjustment rate.** Divide Line 52 by Line 53 and multiply by $100.	$0.000000 /$100
55.	**2021 NNR tax rate, unadjusted for sales tax.**[35] Enter the rate from Line 26 or 27, as applicable, on the *No-New-Revenue Tax Rate Worksheet.*	$0.711493 /$100
56.	**2021 NNR tax rate, adjusted for sales tax.** **Taxing units that adopted the sales tax in November 2020 or in May 2021.** Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November 2020.	$0.711493 /$100
57.	**2021 voter-approval tax rate, unadjusted for sales tax.**[36] Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the *Voter-Approval Tax Rate Worksheet.*	$0.717950 /$100
58.	**2021 voter-approval tax rate, adjusted for sales tax.** Subtract Line 54 from Line 57.	$0.717950 /$100

SECTION 4: Voter-Approval Tax Rate Adjustment for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	**Certified expenses from the Texas Commission on Environmental Quality (TCEQ).** Enter the amount certified in the determination letter from TCEQ. [37] The taxing unit shall provide its tax assessor-collector with a copy of the letter. [38]	$ 0
60.	**2021 total taxable value.** Enter the amount from Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$404,431,260
61.	**Additional rate for pollution control.** Divide Line 59 by Line 60 and multiply by $100.	$0.000000 /$100
62.	**2021 voter-approval tax rate, adjusted for pollution control.** Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	$0.717950 /$100

[32] Tex. Tax Code § 26.041(d)
[33] Tex. Tax Code § 26.041(i)
[34] Tex. Tax Code § 26.041(d)
[35] Tex. Tax Code § 26.04(c)
[36] Tex. Tax Code § 26.04(c)
[37] Tex. Tax Code § 26.045(d)
[38] Tex. Tax Code § 26.045(i)

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years. [39] In a year where a taxing unit adopts a rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero.

The difference between the adopted tax rate and voter-approval tax rate is considered zero in the following scenarios:

- a tax year before 2020; [40]
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); [41] or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. [42]

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. [43]

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	**2020 unused increment rate.** Subtract the 2020 actual tax rate and the 2020 unused increment rate from the 2020 voter-approval tax rate. If the number is less than zero, enter zero.	$ 0.000000 /$100
64.	**2019 unused increment rate.** Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	$ 0.000000 /$100
65.	**2018 unused increment rate.** Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero.	$ 0.000000 /$100
66.	**2021 unused increment rate.** Add Lines 63, 64 and 65.	$ 0.000000 /$100
67.	**2021 voter-approval tax rate, adjusted for unused increment rate.** Add Line 66 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax) or Line 62 (taxing units with pollution control).	$ 0.717950 /$100

SECTION 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no-new-revenue maintenance and operations rate, the rate that will raise $500,000, and the current debt rate for a taxing unit. [44]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [45]

Line	De Minimis Rate Worksheet	Amount/Rate
68.	**Adjusted 2021 NNR M&O tax rate.** Enter the rate from Line 39 of the *Voter-Approval Tax Rate Worksheet*	$ 0.535994 /$100
69.	**2021 total taxable value.** Enter the amount on Line 21 of the *No-New-Revenue Tax Rate Worksheet.*	$ 404,431,260
70.	**Rate necessary to impose $500,000 in taxes.** Divide $500,000 by Line 69 and multiply by $100.	$ 0.123630 /$100
71.	**2021 debt rate.** Enter the rate from Line 48 of the *Voter-Approval Tax Rate Worksheet.*	$ 0.163197 /$100
72.	**De minimis rate.** Add Lines 68, 70 and 71.	$ 0.822821 /$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.[46]

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year. [47]

NOTE: This section will not apply to any taxing units in 2021. It is added to implement Senate Bill 1438 (87th Regular Session) and does not apply to a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a declared disaster in 2020, as provided for in the recently repealed Tax Code Sections 26.04(c-1) and 26.041(c-1).

In future tax years, this section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago.

[39] Tex. Tax Code § 26.013(a)
[40] Tex. Tax Code § 26.013(c)
[41] Tex. Tax Code §§ 26.0501(a) and (c)
[42] Tex. Local Gov't Code § 120.007(d), effective Jan. 1, 2022
[43] Tex. Tax Code § 26.063(a)(1)
[44] Tex. Tax Code § 26.012(8-a)
[45] Tex. Tax Code § 26.063(a)(1)
[46] Tex. Tax Code §26.042(b)
[47] Tex. Tax Code §26.042(f)

In future tax years, this section will also apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
73.	**2020 adopted tax rate.** Enter the rate in Line 4 of the *No-New-Revenue Tax Rate Worksheet.*	$ ________/$100
74.	**Adjusted 2020 voter-approval tax rate.** Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2020 and the taxing unit calculated its 2020 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2020 worksheet due to a disaster, enter the 2020 voter-approval tax rate as calculated using a multiplier of 1.035 from Line 49. **- or -** If a disaster occurred prior to 2020 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2020, complete the separate *Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet* to recalculate the voter-approval tax rate the taxing unit would have calculated in 2020 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the year(s) following the disaster. [48] Enter the final adjusted 2020 voter-approval tax rate from the worksheet. **- or -** If the taxing unit adopted a tax rate above the 2020 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	$ ________/$100
75.	**Increase in 2020 tax rate due to disaster.** Subtract Line 74 from Line 73.	$ ________/$100
76.	**Adjusted 2020 taxable value.** Enter the amount in Line 14 of the *No-New-Revenue Tax Rate Worksheet.*	$ ________
77.	**Emergency revenue.** Multiply Line 75 by Line 76 and divide by $100.	$ ________
78.	**Adjusted 2021 taxable value.** Enter the amount in Line 25 of the *No-New-Revenue Tax Rate Worksheet.*	$ ________
79.	**Emergency revenue rate.** Divide Line 77 by Line 78 and multiply by $100. [49]	$ ________/$100
80.	**2021 voter-approval tax rate, adjusted for emergency revenue.** Subtract Line 79 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 67 (taxing units with the unused increment rate).	$ ________/$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. .... $ 0.711493 /$100
As applicable, enter the 2021 NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
Indicate the line number used: 26

Voter-approval tax rate .... $ 0.717950 /$100
As applicable, enter the 2021 voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 67 (adjusted for unused increment), or Line 80 (adjusted for emergency revenue).
Indicate the line number used: 49

De minimis rate. .... $ 0.822821 /$100
If applicable, enter the 2021 de minimis rate from Line 72.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in Tax Code. [50]

print here Scott Porter, TAC
Printed Name of Taxing Unit Representative

sign here J Scott Porter
Taxing Unit Representative

8/10/21
Date

[48] Tex. Tax Code §26.042(c)
[49] Tex. Tax Code §26.042(b)
[50] Tex. Tax Code §§ 26.04(c-2) and (d-2)

City Council Agenda
August 19, 2021

Agenda Item: H4 Resolution (Action Item)

Agenda Description:
Discuss, consider, and possible action on a resolution proposing the adoption of a proposed total Ad Valorem Tax Rate for Fiscal Year 2021 of $0.__________ per $100.00 of assessed valuation and schedule a public hearing subject to all public hearing requirements of the Texas Property Tax Code. (Staff Resource: M. Peacock)

Background Information:
This agenda item is to set the proposed tax rate to publish for consideration. According to Section 26.05(d) of the Property Tax Code, the City is required to hold one public hearing and publish a newspaper ad if proposing to consider a tax rate that exceeds the no-new-revenue rate or voter approval rate, whichever is lower.

If the City Council votes to propose adopting the no-new-revenue rate, no public hearing is required.

The rate the City finally adopts can be lower than the proposed and published rate, but it cannot exceed it without undergoing the required posting requirements and timeframes.

<u>This item requires a record vote.</u>

Financial Information:
There will be publication cost associated with the tax notice.

City Contact and Recommendations:
Mike Peacock, City Manager

Staff recommends the approval of a resolution setting the proposed tax rate.

Attachments:
Resolution

CITY OF JOSHUA, TEXAS
RESOLUTION NO. 2021-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS PROPOSING THE ADOPTION OF A PROPOSED TOTAL AD VALOREM TAX RATE FOR FISCAL YEAR 2022 OF $0.711493 PER $100.00 OF ASSESSED VALUATION AND SCHEDULE A PUBLIC HEARING SUBJECT TO ALL PUBLIC HEARING REQUIREMENTS OF THE TEXAS PROPERTY TAX CODE.

WHEREAS, the City Council of the City of Joshua, Texas met and reviewed the proposed annual operating budget for Fiscal Year 2022 on this the 19th day of August, 2021 and has hereby determined it to be in the best interest of the citizens of Joshua to propose a tax rate that does not exceeds the City's no new revenue tax rate; and

WHEREAS, the City Council intends to consider and vote on the proposed total tax rate for Fiscal Year 2022 at a future meeting of the City Council following a public hearing if required by the Texas Property Tax Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS:

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

Section 2. The City Council of the City of Joshua, Texas hereby agrees to place on a future City Council Agenda a proposal to consider the adoption of a total ad valorem tax rate for Fiscal Year 2022 of $0.711493 per $100.00 of assessed valuation. The item will be placed on the September 16, 2021 meeting agenda.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, ON THIS THE 19th DAY OF AUGUST, 2021.

ATTEST:

____
Joe Hollarn, Mayor

____
Alice Holloway, City Secretary

City Council Agenda
August 19, 2021

Agenda Item: Personnel Policy Revisions

Agenda Description:
Discuss, consider, and take action on new personnel policies required by Texas Government Code.

Background Information:
Recent changes in legislation have led to several new policy requirements affecting sworn police and fire personnel.

- H.B. 1589 requires cities to provide paid **military leave** – must be in effect by September 1, 2021.
- H.B. 2073 requires cities to provide paid **quarantine leave** – effective immediately
- S.B 1359 requires cities to provide paid **mental health leave** - must be in effect by September 1, 2021.

Financial Information:
Proposed policies will require leave banks to be established.

City Contact and Recommendations:
Amber Bransom, Assistant City Manager
Staff recommends approval

Attachments:

- **Section 29 Leave: 29.7 – Military Leave** – better defines current policy and meets federal law requirements. Adds fifteen(15) days of paid time off annually for training or duty.
- **Section 29 Leave**: **29.12 Public Safety Quarantine Leave** – establishes guidelines for execution of paid quarantine leave for firefighters, police officers, and emergency medical technicians as a result of possible or known exposure to a communicable disease while on duty.
- **Section 29 Leave**: **29.14 Mental Health Leave for Peace Officers and Firefighters –** requires additional leave to be given to full-time licensed peace officers who experience a traumatic event while on duty. We are not required to provide mental health leave for firefighters but I would like to see them be afforded the same leave because of the nature of their job. The policy currently includes firefighters but can be removed if requested.

29.14 MENTAL HEALTH LEAVE FOR PEACE OFFICERS & FIREFIGHTERS

Origination August 19, 2021

The purpose of this policy is to provide guidance in accordance with Chapter 614.015 of the Local Government Code regarding paid mental health leave for full-time licensed peace officers and fire fighters employed by the City of Joshua who experience a traumatic event while on duty. The City of Joshua recognizes the impact traumatic events have on the mental health of our peace officers and firefighters.

A. ELIGIBILITY

A full-time licensed peace officer or firefighter who is employed by the City of Joshua Police Department is eligible for mental health leave if they experience a traumatic event while on duty. The traumatic event must involve extreme injury, near-death, or death of an individual, or other similarly stressful situations, experienced by the peace officer and firefighter while on duty.

B. CONDITIONS

A peace officer or firefighter shall be allowed up to three (3) days of paid mental health leave per calendar year, subject to the following conditions: (1) the leave is (a) approved by the Police or Fire Chief based upon the information provided to the department administration after the traumatic event or by the Chief's next in command, if the Chief is unavailable; or (b) ordered by a mental health professional; and (2) the leave is taken as a result of a traumatic event that occurred while on duty. For the purposes of this policy, “day” is defined as an eight (8) hour shift for peace officers and a twelve (12) hour shift for firefighters.

C. PROCESS

1. The peace officer or firefighter will contact the Police or Fire Chief and request the use of mental health leave in order to obtain mental health assistance.
2. The Police or Fire Chief will consult with Human Resources and, upon granting the leave, will allow mental health leave up to three (3) days away from work for this assistance, subject to the annual maximum leave per calendar year.
3. The time missed by the peace officer or firefighter while on mental health leave will be covered by other peace officers or firefighters, and no reason for the initial officer’s absence will be noted.

D. ANONYMITY

The City will keep requests to take mental health leave and any medical information related to mental health leave under this policy confidential to the extent allowed by law and separate from their general personnel file. The City cannot guarantee anonymity of information that is otherwise public or necessary to carry out the City's duties under the law. The hours away from work will be noted on the timesheet as regular hours to provide anonymity. However, there will be notes placed in the employee's separate medical file to provide a record of the time away as well as a historical record that the leave was granted.

E. EFFECT ON PAID LEAVE BALANCES

The City will not reduce an eligible peace officer's or firefighter's sick leave, vacation leave, holiday or other paid leave balance for mental health leave taken under this policy.

29.7 MILITARY LEAVE

Origination December 20, 2018
Revised August 19, 2021

The City of Joshua complies with all state and national laws relating to employees in reserve or active military service and does not discriminate against employees who serve in the military. The City strongly supports its employees who serve in state and national military units and recognizes that the skills, leadership, discipline, and teamwork experience acquired during military service can enhance their service to the City and its citizens. Accordingly, the City provides a number of military leave benefits, including paid leave.

A. ELIGIBILITY

This policy covers regular full-time and part-time employees who serve in the uniformed services in a voluntary or involuntary basis, including active duty, active duty for training, initial active duty for training, inactive duty training, and full-time National Guard duty. However, temporary, seasonal, and other employees who have brief or non-recurrent positions with the City and who have no reasonable expectation that their City employment will continue indefinitely or for a significant period of time are generally not eligible for paid military leave beyond the fifteen (15) days of annual paid military leave, reemployment rights, or any other military leave benefits under this policy. Temporary employees will be given authorized leave without pay for this purpose.

B. NOTICE TO THE CITY

Employees who will miss work due to military service must provide Human Resources and their supervisor with as much advance notice as possible. Absent unusual circumstances such notice must be given to the City no later than twenty-four (24) hours after the employee receives the military orders. To be eligible for paid military leave, employees must submit their written military orders setting forth the purpose of the leave and, if known, its duration.

C. PAID LEAVE

Most employees are eligible for paid military leave, as follows:

i. **Annual Paid Military Leave - Full Pay for Up to 15 Days.** All eligible employees will be paid for military absences of up to fifteen (15) work days per fiscal year (October 1 through September 30). Shift employees may be transitioned to a 40-hour workweek during military absences in accordance with applicable state law. This paid leave may be used for National Guard or U.S. armed forces reserves training or duty ordered or approved by proper military authority. The fifteen (15) paid leave days may be consecutive or intermittent throughout the year.

ii. **Supplemental Paid Military Leave - Partial Pay for Up to one hundred eighty (180) Days.** If a regular full-time employee's authorized military duty extends beyond the fifteen (15) days of annual paid military leave in a fiscal year because of war or a national or state emergency, upon written request by the employee, the City may, at the City Manager's discretion, pay the employee the difference between the employee's current regular City base pay and his/her military pay**,** for up to a maximum of one hundred eighty (180) calendar days. This additional compensation will be limited to employees who: have successfully completed their initial new hire probationary period; are in good standing as determined by the City; are not on administrative leave pending disciplinary action; and who have timely submitted satisfactory military pay verification to Human Resources. This partial pay benefit will normally be authorized only once during as employee's tenure with the City.

iii. **Employee's Own Paid Leave Accruals.** Employees who are not eligible for paid military leave or who have exhausted all available paid military leave may, at their option, use their vacation, compensatory, and holiday balances, if any, to cover their absence from work.

D. UNPAID LEAVE

Employees are granted all military leave to which they are legally entitled. After an employee has exhausted all available paid military leave (including any paid leave accruals the employee chooses to use to cover a military absence), the employee will be placed on leave without pay for up to 5 years (or longer under certain conditions).

E. OTHER BENEFITS

The City will continue to provide employees on paid military leave with most City benefits:

i. **Group Insurance**. While on paid military leave (or any unpaid military leave of 30 or fewer days), the City will continue to pay its portion of the employee's monthly premium for group health insurance along with any City-provided basic life insurance, if any. When military leave is unpaid, employees may elect to continue their group health coverage under COBRA for up to twenty-four (24) months following separation of employment or the expiration of reemployment rights, whichever event occurs first, for themselves and their eligible dependents. (Employees must pay 102% of the applicable premium to cover the cost of elective continuation coverage under the City's group health plan.) Upon return to employment following military service, the City will provide group health insurance coverage immediately, even if a waiting period is normally required for new or returning employees. In addition, returning employees will not be subjected to exclusions from group health coverage unless the exclusions apply to injuries or conditions arising out of military service covered by the military's health plan.

ii. **Accrual of Paid Time Off & Other Benefits.** While on paid military leave employees continue to accrue vacation, sick leave and other benefits provided to other similarly situated employees on paid leave. While on unpaid military leave, employees are generally ineligible for most City-provided benefits. For example, benefit accruals, such as vacation and sick leave, do not accrue while an employee is on unpaid leave, including unpaid military leave. Benefit accruals will resume when the employee returns to active employment. Employees returning to work following military leave are treated as though they were continuously employed for purposes of determining benefits based on length of service, such as vacation accrual and longevity pay.

iii. **TMRS.** Typically, an employee's active duty military service is counted as covered service for purposes of eligibility, vesting, and benefit accrual. To qualify for service credit, employees must: return to work for the City within ninety (90) days after discharge; receive an honorable discharge; and timely complete the necessary application. In order to receive monetary credit, an employee has the lesser of 5 years or 3 times the period of military service to make up missed contributions. If employees make up their missed contributions, the City will make up any matching contributions. This is only a summary of provisions governing TMRS eligibility, benefits, and contributions. Please contact Human Resources or TMRS for more information.

F. RETURN TO WORK FOLLOWING LEAVE

i. **Reemployment Rights.** Employees returning from military service will normally be re-employed in their previous or a similar position. Federal law requires that employees returning from military leave be rehired in the position they would have had if they had been continuously employed. Since most City jobs and promotions are not awarded based on seniority, it is impossible to know what job employees might have had if they had been continuously employed. This means most employees returning from military leave will typically be restored to the job they had at the time they left for leave. The City will make reasonable efforts to enable returning employees to refresh or upgrade their job skills.

ii. **Deadline to Notify HR of Intent to Return to Work.** Deadlines for employees to return to work and/or notify Human Resources of their intent to return to work depend upon how long their military service lasted:

a. If less than thirty-one (31) days, employees have one business day following their return home after completion of service to report for their next scheduled work period.
b. If between thirty-one (31) days and one hundred eighty (180) days, employees have fourteen (14) days following their release from service to apply for reemployment.
c. If more than one hundred eighty (180) days, employees have ninety (90) days following their release from service to apply for reemployment.

These deadlines may be extended for two (2) years or more for employees who suffer a service-related illness/injury that prevents them from applying for reemployment or when circumstances beyond their control make reporting within the time limits impossible or unreasonable. While employees will be granted the time periods set out above to report back to work/apply for reemployment, the City's supplemental paid military leave benefits will only be paid for time periods of actual military service.

iii. **Required Documentation.** Employees returning from military leave must provide Human Resources with documentation as to the length and character of their military service. Also, evidence of discharge or release under honorable conditions is required if leave exceeded thirty-one (31) calendar days.

iv. **Reemployment Entitlements**. Employees who serve in the military more than six (6) months will not be discharged without cause during the one (1) year period after reemployment. Employees who serve between one (1) and six (6) months will not be discharged without cause for six (6) months following reemployment. Employees who serve thirty (30) days or less are given no protection under federal law from discharge without cause.

v. **Changed Circumstances.** If the City's circumstances have changed to such an extent that it would be impossible or unreasonable to reemploy an employee, the City has no legal obligation to reemploy that employee following their return from military leave. For example, a reduction-in-force that eliminates the position held by an employee returning from leave excuses the City from its obligation to reemploy the employee. In addition, the City is not required to make efforts to assist returning employees in becoming qualified for reemployment or to make accommodations for employees who suffered service-related disabilities when such efforts or accommodations would impose an undue hardship on the City.

vi. **Time Limits.** There is a five (5) year limit (with some exceptions) on the cumulative length of time a person may serve in the military and remain eligible for reemployment with the City.

G. COMPLIANCE WITH USERRA

If any part of this policy conflicts with the Uniformed Services Employment and Reemployment Act (USERRA) or other applicable law, then this policy will be modified to ensure it follows the law.

5.12 PUBLIC SAFETY QUARANTINE LEAVE

Origination August 19, 2021

The purpose of this policy is to provide guidance in accordance with Chapter 180.008 of the Local Government Code regarding paid quarantine leave for fire fighters, peace officers, detention officers, and emergency medical technicians employed by the City of Joshua who are ordered to quarantine or isolate due to a possible or known exposure to a communicable disease while on duty. The City of Joshua recognizes that employee health and safety are important. The City supports establishing a workplace that is comfortable, healthy, safe, and supportive.

A. DEFINITIONS

"Detention officer" means an individual appointed or employed by the City as a jailer or other individual responsible for the care and custody of individuals incarcerated in the municipal jail.

"Emergency medical technician" means an individual who is employed by the City and certified as an emergency medical technician under Chapter 773, Health and Safety Code.

"Fire fighter" means a paid employee of the City's fire department who:

(A) holds a position that requires substantial knowledge of fire fighting;

(B) has met the requirements for certification by the Texas Commission on Fire Protection under Chapter 419, Government Code; and

(C) performs at least one of the following functions: (i) fire suppression; (ii) fire prevention; (iii) fire training; (iv) fire safety education; (v) fire maintenance; (vi) fire communications; (vii) fire medical emergency technology; (viii) fire photography; (ix) fire administration; or (x) fire arson investigation.

"Health authority" has the meaning assigned by Section 121.021, Health and Safety Code.

“Paid quarantine leave” means: (1) all employment benefits and compensation, including leave accrual, pension benefits, and health benefit plan benefits provided by the City; and (2) if applicable, reimbursement for reasonable costs related to the quarantine, including lodging, medical, and transportation costs.

"Peace officer" means police officers described by Article 2.12, Code of Criminal Procedure, who are employed by the City.

B. POLICY

A City of Joshua fire fighter, peace officer, detention officer, or emergency medical technician who is ordered to quarantine or isolate by the person’s supervisor or the City’s or Johnson County’s health authority due to a possible or known exposure to a communicable disease while on duty is entitled to receive paid quarantine leave for the duration of the leave.

C. NO REDUCTION IN COMPENSATION AND BENEFITS

The City of Joshua will not reduce a fire fighter's, peace officer's, detention officer's, or emergency medical technician's sick leave balance, vacation leave balance, holiday leave balance, or other paid leave balance in connection with paid quarantine leave taken in accordance with this policy.

CITY OF JOSHUA
RESOLUTION NO. 2021-

AN RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, AMENDING THE CURRENT PERSONNEL POLICY; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Joshua has adopted Personnel Policies and Procedures to assist in the management and supervision of City Employees; and

WHEREAS, the City Manager shall be responsible for the preparation of operational and personnel policies; and

WHEREAS, personnel policies which affect the budget and employee discipline and/or adverse actions shall be approved by City Council; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JOSHUA, TEXAS, THAT;

Section 1. Personnel Policy Manual Of 2018 is hereby amended by replacing the existing language therein with the language set out in Exhibit "A," which is attached hereto and incorporated herein for all purposes.

Section 2. Those sections of the Personnel Policies and Procedures Manual of 2018, not amended herein, are hereby ratified and shall remain in full force and effect.

Section 3. This policy amendment shall be effective upon passage.

PASSED, APPROVED, AND ADOPTED, by the affirmative vote of the City Council of the City of Joshua, Texas, this the 19th day of August 2021.

____
Joe Hollarn, Mayor

ATTEST:

____
Alice Holloway, City Secretary

APPROVED AS TO LEGAL FORM

____
Terry Welch, City Attorney

City Council
August 19, 2021

Agenda Item: H6 Minute Resolution (Action Item)

Agenda Description:
Refunding General Obligation Bond Series 2012

Background Information:
Consider preliminary review of refunding the 2012 Series General Obligation Bonds in order to secure better rates that will provide savings of $95,788 (6.22%) over remaining payout in September 2032.

Financial Information: NA
SAMCO Presentation

City Contact and Recommendations:
Staff recommends proceeding with competitive bidding and considering the potential sale of bonds to refund current bonds.

Attachments:

City of Joshua, Texas

Bond Refunding Opportunity

August 19, 2021

Mark M. McLiney
SENIOR MANAGING DIRECTOR
SAMCO Capital
MEMBER: FINRA/SIPC
www.samcocapital.com
(210) 832-9760 (San Antonio)
(214) 765-1439 (Dallas)
mmcliney@samcocapital.com

Andrew T. Friedman
MANAGING DIRECTOR
SAMCO Capital
MEMBER: FINRA/SIPC
www.samcocapital.com
(210) 832-9760 (San Antonio)
(214) 765-1439 (Dallas)
afriedman@samcocapital.com

Potential Refunding Results

Summary of Bonds to be Refunded				
Series Name	Par Refunded	Refunded Coupon Range	Maturities Refunded	Call Date
General Obligation Bonds, Series 2012	$ 1,450,000	3.00% - 4.00%	2022-2032	2/1/2022

Projected Annual Savings			
Date	Prior Debt Service	Refunding Debt Service	Savings
09/30/2022	161,750	154,031	7,719
09/30/2023	163,375	153,450	9,925
09/30/2024	159,925	151,175	8,750
09/30/2025	161,400	153,856	7,544
09/30/2026	162,100	151,494	10,606
09/30/2027	162,000	154,088	7,913
09/30/2028	161,700	151,638	10,063
09/30/2029	161,200	154,144	7,056
09/30/2030	160,500	151,606	8,894
09/30/2031	164,500	154,025	10,475
09/30/2032	163,200	156,356	6,844
Total	**$ 1,781,650**	**$ 1,685,863**	**$ 95,788**

Summary of Refunding Results	
	Preliminary
Par Amount of Refunded Bonds	$ 1,540,000
Refunding Par Amount	$ 4,330,000
Average Coupon of Refunded Bonds	3.90%
True Interest Cost of Refunding Bonds	1.75%
Gross Savings*	$ 95,788
Present Value Savings as a Percentage of Bonds Refunded	**6.22%**

*** Gross Savings is shown net of all costs of issuance**

Timetable of Events

Timetable of Events	
August 19, 2021	City Council reviews preliminary analysis of refunding opportunity and approves proceeding
October 21, 2021	Competitive bids received; City Council authorizes the sale of Bonds to the lowest qualified bidder
November 4, 2021	Bond Closing

City Council Agenda
August 19, 2021

Agenda Item:H7 Agreement (Action Item)

Agenda Description:
Discuss, consider, and take action on an annual contract with Phoenix Technology Consulting.

Background Information:
As of July 21, 2021, the City of Joshua ended its contract for IT services with CDi. Phoenix Technology Consultants agreed to provide IT services through the end of the fiscal year at the same monthly rate that CDi was charging.

Phoenix Technology Consultants works as a state contractor for cyber-related crimes and has in-depth knowledge in cybersecurity prevention and monitoring, system health preventative maintenance, patch management, web hosting, cloud solutions, etc.

Financial Information:
Device management costs $85 per device, per month. The city has roughly 45 devices. Devices do not include iPads, tablets, or Chrome Books.

When looking at other providers, per device management ranging from $100-$125 per device.

City Contact and Recommendations:
Amber Bransom, Assistant City Manager
Staff recommends approval

Attachments:

- Contract for IT and Cyber Security Services
- Monthly invoice containing a breakdown of services.

Quotation

Phoenix Technology Consulting

711 N Caracahua St.
STE 1750
Corpus Christi Texas 78401
Phone:(855)6473835

Date	Expiry Date	Quotation #
05/13/2021	06/13/2021	1024

Quotation To:	Attention:
City of Joshua 101 South Main St. Joshua, Texas 76058 United States of America	Amber Bransom 8175587447 abransom@cityofjoshuatx.us

Name	Item Type	Description	Quantity	Unit Price	Total
Managed IT and Cyber Security Services	Service Item	Software/OS Upgrades for 45 Devices (Desktops, Laptops and Servers) - Support Ticketing System - Email Support (Microsoft 365) - Unlimited Remote Support/Access - Anti-Virus Software on all Computers/Devices - 24/7 Network Security Software and Monitoring - Backup Data from Servers (Onsite and offsite backups - Includes new hard drives) - Ransomware/Cryptowall Prevention Tools	45.00	$85.00	$3,825.00

Total:	$3,825.00
Tax Value:	$0.00
Grand Total :	$3,825.00

PHOENIX TECHNOLOGY CONSULTING

Quotation

Summary:
Managed IT and Cyber Security Services for: Total of 45 Devices (Servers, Desktops and Laptops) for 1 year

Terms And Conditions:
All Quotations will expire 30 days from quotation's date.
Signatures:
This quote shall be effective as of the date of execution by Phoenix Technology Consulting and customer. Scheduling of resources and project duration estimates can only be provided after this quote has been signed by both parties. Having reviewed this quote and intending to be to be legally bound, Phoenix Technology Consulting and customer have each obtained execution of this quote by their authorized representatives.
Please sign below if you approve of this quote so Phoenix Technology Consulting may order and schedule installation.
Customer Acceptance:
Authorized Signature____
Print Name and Title____ **Date**________________________

PHOENIX TECHNOLOGY CONSULTING

711 N. Carancahua St. STE. 1750
Corpus Christi, Texas 78401
P: 855-647-3835

City of Joshua

Contract for IT & Cyber Security Services

1 Year Contract for IT Consulting Services
Attention: Amber Bransom | 817.558.7447 | 101 S. Main St. Joshua, Texas 76058

PHOENIX TECHNOLOGY CONSULTING

711 N. Carancahua St. STE. 1750

Corpus Christi, Texas 78401

P: 855-647-3835

Proprietary & Confidential Information

The enclosed materials are proprietary to Phoenix Tech Consulting, and Phoenix Tech Consulting reserves all right, title and interest in and to such materials. The terms, conditions and information set forth herein are confidential to Phoenix Tech Consulting and may not be disclosed in any manner to any person other than the 101 S. Main St. ee, together with its officer, employees and agents who are directly responsible for evaluating the contents of these materials for the limited purpose intended. These materials may not be used in any manner other than for such limited purpose. Any unauthorized disclosure, use, reproduction or transmission is expressly prohibited without the prior written consent of Phoenix Tech Consulting.

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Corpus Christi, Texas 78401

P: 855-647-3835

Introduction

This Statement of Work (SOW) is by and between Phoenix Technology Consulting and (**City of Joshua)** with its principal place of business located at **(101 S. Main St.)**. Unless a separate signed agreement has been executed that expressly authorizes the "City of Joshua" to order all services described herein from Phoenix Technology Consulting. This Statement of Work is subject to and governed by Phoenix Tech Consulting. Master Services Agreement (MSA) which is incorporated by reference in its entirety. Any purchase order terms and conditions set forth in your purchase order for the same services are null and void. Venue for interpretation and clarification of this contract is Nueces County, Texas.

Geographical Locations

Work for this engagement is a mixture of onsite and remote work. Engagement will be held and data information on the existing environment will be gathered onsite at the City of Joshua main location: **(101 S. Main St.)** while analysis, report building, and presentation phases will be performed remotely.

Timelines and Schedules

On-site and Remote work will occur Monday-Friday 8am – 5pm Central Daylight Time
Work required outside of these normal business hours will not incur an up-charge.

Scope

Whereas Service Recipient is the owner/lesser/license of a certain Computer System (hereinafter defined) for which Service Recipient desires Service Provider to perform certain services (hereinafter defined):and

Whereas Service Provider desires to perform such Services on the terms and conditions set forth in this Agreement.

Now, therefore, in consideration of the mutual promises set forth herein, the parties agree as follows:

Definitions, for purposes of this Agreement, the following definitions shall apply:

(a) "Computer System" shall mean the computer hardware, identified by model and serial numbers, and the computer software listed on Exhibit One, attached hereto and made a part hereof.

(b) "Services" shall mean the Operation, Maintenance and Management of the Computer System, specifically defined in Description of Services.

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Corpus Christi, Texas 78401
P: 855-647-3835

(c) ”Operation” shall mean the operation of the Computer System, including but not limited to manipulation and computation of data by the Computer System, the outputting of such manipulated and computed data by the Computer System, and communication between elements of the Computer System.

(d) “Maintenance” shall mean remedial maintenance and preventive maintenance of the Computer System.

(e) “Management” shall mean scheduling of the use of the Computer System, procurement of supplies and spare parts therefor, and recommendation of changes and additions thereto.

(f) “Up-Time” shall mean total time, during any calendar week, that the Computer System is available Operation during the time schedule for Operation divided by the total time scheduled for Operation during such calendar week.

Description of Services. On date of Signature, Contractor will provide to the City of Joshua the following services collectively, the “Services”:

(a) During the term herein, Service Provider shall perform “Services”, which shall be subject to Service Recipients written acceptance and shall be performed by Service Providers employees, acceptable to the Service Recipient, who are skilled in the operation and maintenance of the computer system. Service recipient may, for any reason, request that such employees be replaced with other skilled employees of Service Provider.

(b) The Computer System shall be available for Operation during the term hereof, with an Up-Time of 80 percent, during the hours of 8:00am through 5:00pm, Monday through Friday, excluding legal holidays recognized in the city where service recipient company is located.

(c) The preventive maintenance and whenever possible, the remedial maintenance portions of the Maintenance shall be performed during the times that the Computer System is not scheduled for Operation. To the extent any Maintenance is required to be performed during the times that the Computer System is scheduled for operation service provider shall provide, at no additional cost to the service recipient, a back-up capability for that portion of the Computer System for which Maintenance is being performed.

(d) The performance of Service Provider shall include service providers procurement of supplied and spare parts sufficient to ensure that the Operation of the computer system is uninterrupted.

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Corpus Christi, Texas 78401
P: 855-647-3835

(e) During the term herein, Service Recipient shall provide Service Provider with sufficient work space to perform services.

(f) Non-appropriation: Notwithstanding anything in this Contract to the contrary, all obligations of Customer to make payments hereunder are subject to the appropriation of sufficient funds for such payments by the **(City of Joshua)**, Failure to make payments under the Contract due to non-budgeting or non-appropriation of the fund shall terminate the Contract.

(g) No Boycott of Israel: In accordance with Chapter 2270, Texas Government Code, a Texas governmental entity may not enter into a contract with a company for the provision of goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. Chapter 2270 does not apply to (1) a company that is a sole proprietorship; (2) a company that has fewer than ten (10) full-time employees; or (3) a contract that has a value of less than One Hundred Thousand Dollars ($100,000.00). Unless the company is not subject to Chapter 2270 for the reasons stated herein, the signatory executing this contract on behalf of the company verifies by its signature on this Contract that the company does not boycott Israel and will not boycott Israel during the term herein.

(h) Term of this Contract is for 1 (one) Year beginning the date signature received. Notice of intent to renew shall be given a minimum of 30 calendar days prior to end of current contract. If the City of Joshua wishes to terminate prior to the agreed upon 1 (one) Year term, the City of Joshua will be responsible to buy out the remaining whole months of the term.

Service Level Agreement

There are four different classifications for priority that an inbound ticket can be assigned, they are as follows:

- **Critical**: Business Critical Services not functioning, and all users impacted
- **High**: Business Critical Services has significant degradation of functionality and large number of users or business critical process are impacted
- **Medium**: Limited degradation of service, limited number of users or functions affected, business process can continue
- **Low**: Small service degradation of service and does not affect business critical systems and often impacts only a single user.

Priority	Response Time	Resolution Time	SLA
Critical	Within 1hr	ASAP/Best Effort	30 Min.
High	Within 2Hrs.	ASAP/Best Effort	2 Hours
Medium	Within 24 Hrs	NA	4 Hours
Low	Within 48 Hrs	NA	8 Hours

Technical Response Time:

Is defined as the maximum amount of time it will take for a technician to start working on a problem and contact the City of Joshua. This also pertains if technician is on -site as well.

Escalation Threshold:

Is defined as the maximum amount of time it will take for a technician to involve a more senior technician or if a third party “City of Joshua” or “vendor” is required. This also pertains if a technician is on site.

PHOENIX TECHNOLOGY CONSULTING

711 N. Carancahua St. STE. 1750

Corpus Christi, Texas 78401

P: 855-647-3835

Cost of Services

		Price
	Total Devices (Servers, Desktops & Laptops): **45**	$3,825.00
	Support Ticketing System	
	Email Support (Microsoft 365)	
	Unlimited Remote Support/Access	
	Anti-Virus Software on all Computers/Devices	
	24/7 Network Security Software and Monitoring	
	Backup Data from Servers (Onsite and offsite backups - Includes new hard drives)	
	Ransomware/Cryptowall Prevention Tools	
	Monthly cost covers: October 2021 – October 2022	
	Total Cost for Monthly Services:	$3,825.00

711 N. Carancahua St. STE. 1750
Corpus Christi, Texas 78401
P: 855-647-3835

Signatures:

This Contract shall be effective as of the date of execution by both Phoenix Tech Consulting and City of Joshua. Scheduling of resources and project duration estimates can only be provided after this contract has been signed by both parties. Having reviewed this contract and intending to be legally bound, Phoenix Tech Consulting and City of Joshua have each obtained execution of this contract by their authorized representatives.

$3,825.00 monthly consulting contract for a period of twelve (12) months commencing on date below.

The Effective Date of Agreement is: the _____1st_______ day of ______October______ 2021.

Customer Acceptance:

Authorized Signature	Name and Title	Date

Phoenix Technology Consulting Acceptance:

Authorized Signature	Name and Title	Date

MEMORANDUM

TO: City Council

FROM: Mike Peacock,
City Manager

DATE: August 19, 2021

SUBJECT: **Topographic and Drainage Analysis**

With the concerns that have been expressed over drainage from the new parking lot downtown, and the construction of a new 5800 square foot commercial/retail building directly adjacent, I think it would be wise to consider funding a drainage study for those properties to establish a plan for the storm runoff.

Staff has reached out to the engineering firm of Jacob Martin for pricing estimates for that work. Below is a list of pricing provided.

1. Task 1: Topographic Survey: Topographic surveying and legal boundary of the existing drainage area. Work will include locating property corners, grid topography and identification of all existing drainage facilities and other visible utilities. Surveying shall be completed on a **time and expense basis not-to-exceed $5,000**.

2. Task 2: Engineering Drainage Analysis: Engineer shall provide an analysis of the existing drainage conditions to address concerns in the area. The drainage analysis will be used to determine potential drainage improvements. The drainage analysis cost shall be a **lump sum fee of $3,500**.

3. Task 3: Engineering Design: Engineer shall provide prepare construction plans and specifications for the design of the drainage project improvements. The findings from the drainage analysis will determine the type of improvements needed for the project. Therefore, the design is contingent upon the findings of the drainage analysis, and we cannot determine the extent and cost of the design. We can determine a lump sum range of **$5,000 to $10,000** for the design fee. Or we can complete the design on a **time and expense basis not-to-exceed $10,000.**

I am happy to answer any questions you may have.

I have come up with surveying and engineering costs for drainage improvements along Veatch Street and potentially along East 12th Street. Below is a description of each task and cost for each task:

1. Task 1: Topographic Survey: Topographic surveying and legal boundary of the existing drainage area. Work will include locating property corners, grid topography and identification of all existing drainage facilities and other visible utilities. Surveying shall be completed on a **time and expense basis not-to-exceed $5,000**.

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If you are ok with above mentioned tasks and costs, I can put together a formal agreement and email it to you. We truly appreciate you considering our firm for this project.

Thanks,

EDDIE AGUILAR, P.E.
JACOB | MARTIN
Ofc) 817.594.9880
Mbl) 806.283.3733
jacobmartin.com

July 2021

Officer Resendez, Officer Clark and Officer Cox continued with field training, with all three officers progressing satisfactorily. Officer Resendez and Officer Clark will complete training in early August and be assigned to a patrol shift.

The city has continued to be plagued by catalytic converter thefts, as has the entire region. Our criminal investigations division was able to identify a suspect and a warrant for arrest has been issued.

July did see a significant increase in traffic enforcement activity and a corresponding reduction in vehicle crashes. The three crashes did not occur at locations with a permissive left turn arrow (flashing yellow).

Replacement of the gate and repairs to fencing around the parking lot of the police department have begun. The gated entrance to the employee lot will be relocated to the west side of the lot, adjacent to the railroad tracks.

Officer Barger remains on modified duty due to his injury in February. Officer Belmares has started modified duty this month. Both Officer Barger and Officer Belmares have been assisting with administrative duties and with criminal investigations. Officer Barger is anticipated to return to full duty in August.

July saw a change in leadership within the police department. Chief Shaun Short accepted a Chief of Police position with the Denton County community of Cross Roads. Lt. Gelsthorpe was selected as Chief of Police to succeed Shaun Short.

Patrol

Category	July 2021	July 2020	2021 year to date
Dispatched Calls	258	242	1,785
Arrests	8	10	42
Crash Reports	3	5	55
Traffic Stops	576	258	1,828
Citations	458	115	1,345
Outside LE Agency Assist	7	10	68
Reports	57	42	385

Investigations

Category	July 2021	July 2020	2021 year to date
Crimes Against Persons	4	3	40
Property Crime (Thefts, Damage)	18	7	95
Other (Drug or Alch/Missing/Deceased)	3	8	40
Total	**25**	**18**	**175**

Crime by Offense Type

Category	July 2021	July 2020	2021 year to date
Murder/Non-Negligent Homicide	0	0	1
Manslaughter by Negligence	0	0	0
Rape	0	0	3
Robbery	0	0	0
Assault	3	2	29
Burglary (bldg. and vehicle)	4	0	19
Larceny (theft, fraud)	12	5	54
Total	**19**	**7**	**106**

Training

Category	July 2021	July 2020	2021 Year to Date
Computer Based	17 hours	12 hours	153 hours
Classroom	0 hours	0 hours	179 hours
Total	**17 hours**	**12 hours**	**332 hours**

Community Outreach

Category	Date
Fireworks	07/03/2021
Crime Stoppers	07/13/2021

Staffing

Category	Commissioned	Non-Commissioned
Positions	12.5	2.5
Vacancies	0	0

Promotions and Hiring

Lieutenant Gelsthorpe was promoted to Chief of Police on July 23, 2021. A reclassification of the Lieutenant position to Police Captain has been requested. Hiring for the position will commence in August.

Complaints and Commendations

Category	July 2021	2021 Year to date
Commendations	0	5
Complaints	0	0

Police Fleet

Unit#-YR	Year/Make	Mileage	Service
81-07	2007/Chevy	133,589	Admin/Investigations
82-21	2021/Ford	6,465	Patrol
83-21	2021/Ford	3,938	Patrol
84-16	2016/Ford	71,897	Administration
85-17	2017/Ford	80,673	Patrol
86-19	2019/Ford	59,238	Patrol
87-20	2020/Chevy	19,823	Patrol
88-20	2020/Chevy	18,021	Patrol

Joshua Fire Department
Monthly Activity Report

July 2021

PERSONNEL & PROGRAMS

Participation hours are down to 475 from 683 in June. This is an average of 36 hours per member, which is still above the minimum requirement, with some members working well above the minimum.

There are several prospects for promotion to officer within the department. Recommendations have been made and those promotions will take place in the near future.

The department received another good prospect application for volunteer. Options for recruitment are being developed.

EMERGENCY RESPONSE

Average response times were reduced by 11 seconds over the previous month.

Next month the YTD stats will reflect additional calls from the months of January thru March, which are not currently reflected in the stats due to the report format change.

JOSHUA FIRE DEPARTMENT				
EMERGENCY INCIDENT STATISTICS				
MONTH:	July			
CITY INCIDENTS		PREVIOUS MONTH	CURRENT MONTH	YTD
STRUCTURE FIRES		0	0	1
GRASS FIRES		0	0	0
VEHICLE FIRES		0	0	1
EMS		54	58	215
MVA		9	4	33
TOTAL INCIDENTS		**63**	**62**	250
COUNTY INCIDENTS				
STRUCTURE FIRES		1	0	1
GRASS FIRES		0	1	3
VEHICLE FIRES		0	4	5
EMS		24	23	82
MVA		1	4	10
TOTAL INCIDENTS		**26**	**32**	101
MUTUAL/AUTO AID				
M/A GIVEN		5	5	29
M/A RECEIVED		6	5	24
A/A RECEIVED		6	6	23
STAFFING LEVELS (STRUCTURE FIRE ONLY)				
ADEQUATE		3	0	6
INADEQUATE		1	1	3
MISSED INCIDENTS		0	0	0
RESPONSE TIMES				
JOSHUA		6:09	5:58	
COUNTY		8:47	8:52	

CODE COMPLIANCE

Code Compliance continues to focus on target hazards, but with emphasis on high visibility offenses and those that pose a health and safety hazard. The monthly Case Report will be reformatted to better illustrate year-to-date totals.

CASE INFORMATION—JULY 2021			
VIOLATIONS	**JUNE**	**JULY**	**TOTALS**
DELINQUENT NOTICE FOR TRASH SERVICE	10	0	10
Abandoned and Junked Vehicles	1	0	1
HIGH GRASS AND WEEDS	5	23	28
Junk and Debris (Nuisance)	1	8	9
Sign Violations	2	1	3
Swimming Pool Barrier	0	1	1
Junk/Inoperable Motor Vehicle	0	6	6
Solid Waste (out of cycle)	0	2	2
Substandard Structure	0	1	1
Totals	19	42	61
CASES CLOSED	**36**	**21**	
9 High Grass and Weeds Cases Closed			
4 Junk Vehicle Cases Closed			
1 Delinquent Trash Case Closed			

TRAINING

Fulltime personnel are continuing the process of completing the Driver/Operator certification class.

DATE	TOPIC	HOURS	ATTENDANCE
07/07	Wildland Basic & NFPA Wildland Urban interface	3.0	6
07/14	EMT Drug Administering	1.5	12
07/14	Wildland Tools & Pumps	2.0	11
07/21	Brush Truck Ops @ JCESD	3.0	8
07/28	Infection Control MRSA EMS CE/Reporting	4.0	10

EMERGENCY MANAGEMENT

Staff is working with the North Central Texas Council of Governments on the development of the County Hazardous Mitigation Action Plan (HAZMAP). This plan will form the basis of for identifying special hazards within the City and how we would respond to them.

City of Joshua
Municipal Court Council Report
From 7/1/2021 to 7/31/2031

Violations by Type

Traffic	Penal	City Ordinance	Parking	Other	Total
467	1	0	0	10	478

Financial

State Fees	Court Costs	Fines	Tech Fund	Building Security	Total
$23,269.55	$7,582.08	$13,601.00	$961.40	$1,170.07	$46,584.10

Warrants

Issued	Served	Closed	Total
66	0	11	77

FTAs/VPTAs

FTAs	VPTAs	Total
1	11	12

Dispositions

Paid	Non-Cash Credit	Dismissed	Driver Safety	Deferred	Total
113	0	55	21	34	223

Trials & Hearings

Jury	Bench	Appeal	Total
0	0	0	0

Omni/Scofflaw/Collection

Omni	Scofflaw	Collections	Total
66	0	66	132

Building <u>Inspection</u> Report
July 2021

July	2021	2020	YTD 2021	YTD 2020
Building	84	47	431	251
Electrical	44	23	308	178
Plumbing	52	26	266	154
Mechanical	26	10	124	62
Re-Inspections	27	11	43	79
Certificate of Occupancy	1	0	9	10
Certificate of Occupancy Re-Inspection	0	0	0	0
Total # of Inspections	**234**	**117**	**1181**	**734**
Plan Review	27	6	145	77

Building <u>Permit</u> Report
July 2021

July	2021	2020	YTD 2021	YTD 2020
Building	43	23	274	172
Electrical	26	4	132	72
Plumbing	20	11	123	105
Mechanical	18	2	94	44
Permanent Sign	1	1	10	9
Temporary Sign	3	2	13	9
Certificate of Occupancy	0	2	6	12
Swimming Pool	5	3	17	7
Sprinkler System	14	2	83	23
Solicitor	0	0	0	0
Contractor Registration	18	15	126	89
MHP Registration	0	0	3	0
Total # of Permits	**148**	**65**	**881**	**542**

New Businesses Report
July 2021

New Businesses (Certificate of Occupancy Issued)	**Address**
None	

Future New Businesses (Applied for Certificate of Occupancy not completed)	**Address**
Los Galindo's Mexican Food	520 N Broadway, Ste D

New CO Issued for existing Business (New Owner, New Location, Name change,etc)	**Address**
Quick Mart #2 (New Owner)	500 S Broadway St

City of Joshua
Parks & Recreation
Status Report
For the month of July 2021

Grounds Maintenance	City Park	Baseball Complex	City Facilities	Entry Way Signs
Mowing	75	24	65	
Weed Eating, Edging, Blowing	31	19	40	
Hedge & Tree Trimmimg				
Flower Beds/Landscaping				
Fertilizing/Over Seeding				
Irrigation				
Trash Removal	60	14	10	

Field Maintenance	Field One	Field Two	Field Three
Mowing	25	20	21
Weed Eating	4	4	3
Infield Edging			
Striping			
Infield Draging			
Infield Repair			
Fertilizing/Over Seeding			
Infield Watering			
Trash Removal	3	3	6

Building Maintenance	City Park	Baseball Complex	City Facilities
Custodail Duties	70		
General Repairs	40		
Toddler Playground	9		
Equipment Maintenance	26	10	12
Special Events			
Remodeling			

City of Joshua
Parks & Recreation
Status Report
For the month of July 2021

Activity	Total Hours
Mowing	164
Weed Eating, Edging, Blowing	90
Hedge & Tree Trimmimg	
Flower Beds/Landscaping	
Fertilizing/Over Seeding	
Irrigation	
Trash Removal	84
Field Mowing	66
Field Weed Eating	11
Infield Edging	
Striping	
Infield Draging	
Infield Repair	
Fertilizing/Over Seeding	
Infield Watering	
Trash Removal	12
Custodail Duties	70
General Repairs	40
Toddler Playground	9
Equipment Maintenance	48
Special Events	
Remodeling	20
Total Man Hours	614

Public Works Monthly Team Status Report

For The Month Of July 2021

Completed Items

Date Received	Work Order	Finish Date	Notes
7/1/2021	Henderson	7/1/2021	Mow fire break for fireworks show
7/2/2021	204 N Main St	7/2/2021	Set culvert end treatments
7/2/2021	207 Thomas St	7/9/2021	Gather traffic data
7/6/2021	200 N Main St	7/7/2021	Set up and pour cement for parking island
7/8/2021	CR 909	7/27/2021	Clean up large debris from tree-trimming
7/8/2021	200 N Main St	7/21/2021	Excavate, stabilize and pave for parking
7/12/2021	City Wide	7/22/2021	Repair potholes in city streets "Wagon Wheel"
7/12/2021	Stadium and Apple St	7/12/2021	Apply herbicide to drainage channels
7/13/2021	City Wide	7/13/2021	Repair traffic signs Thomas St and Cofield Dr
7/14/2021	Service Center	7/14/2021	Haul spoil to dumpsite
7/16/2021	Joshua Meadows	7/16/2021	Mow Channel B "Twin Hills"
7/16/2021	Joshua Station	7/16/2021	Mow city ROW's
7/19/2021	Joshua Meadows	7/19/2021	Remove speed hump and traffic signs
7/23/2021	3012 Running Brook Dr	7/26/2021	Add rock rip rap to drainage channel
7/26/2021	Joshua Fire Station	7/26/2021	Annual stormwater education course for employee's
7/26/2021	City Wide	7/27/2021	Hydro excavate culverts
7/27/2021	115 N Main St	7/29/2021	Excavate JCSUD repair and install wheelchair ramp
7/28/2021	209 N Main St	7/29/2021	Install drainage headwall
7/29/2021	Joshua Crossing	7/29/2021	Treat area for mosquitos
7/30/2021	5000 Blk Wagon Wheel	7/30/2021	Recondition drainage easements

In Progress

Year Round	City Wide		Reconditioning drainage easements
Year Round	City Wide		Street sign repairs
Year Round	City Wide		Asphalt street repairs
Year Round	City Wide		Repair potholes with Duramaxx
Year Round	City Wide		Set out traffic counter and gather data
Year Round	Development		SW3P Inspections

Assigned But Not Yet Started

City of Joshua

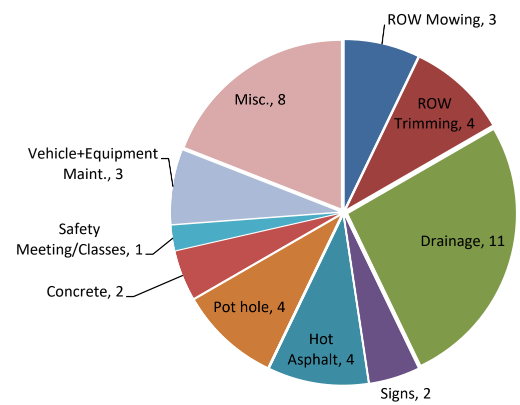
Public Works Monthly Activity Report

For the Month of July 2021

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		Total
Row Mowing	2															1																	3
ROW Trimming								1	1																		1	1					4
Drainage		1				1						1								1			1			2	1	1	1	1			11
Signs													1						1														2
Hot Asphalt								1					1		1						1												4
Pot hole												1	1								1	1											4
Building Maint.																																	0
Concrete							1																							1			2
Emergency Services																																	0
Crack Seal																																	0
Safety Meeting																										1							1
Supporting other Dept.																																	0
Vehicle+Equipment Maint.																				1									1	1			3
Misc.		1											1	1					2	1									1	1			8

Chart reflects one per daily occurrence

ROW Mowing	3
ROW Trimming	4
Drainage	11
Signs	2
Hot Asphalt	4
Pot hole	4
Building Maint.	0
Concrete	2
Emergency Services	0
Crack Seal	0
Safety Meeting/Classes	1
Supporting other Dept.	0
Vehicle+Equipment Maint.	3
Misc.	8



Report

8/2/2021 8:59:46 AM **UTILITY BILLING**

		Council Report	
	Billing Period	**7/1/2021 -**	**7/31/2021**

Utility Bills Disbursed	**Count**	**Amount**
Preactivation Move In Date	21	$356.80
Active	1840	$32,825.60
First Bill	27	$347.49
First Bill, Preactivation Move In Date	1	$18.98
Final Bill	23	$105.26
Total	1912	$33,654.13

Payments Received	**Count**	**Amount**
Check	581	$13,031.98
Cash	32	$954.31
AchDraft	46	$1,093.03
CreditCard	590	$18,636.90
Other	8	$340.58
MoneyOrder	2	$35.68
Total	1259	$34,092.48

Service Orders Completed	**Count**
Total	0

Service Categories	**Count**	**Amount**
General	3822	$2,829.67
Garbage/Recycling	3822	$28,334.54
Total	0	$31,164.21

Past Due Summary	**Accounts to Penalize**	**Excluded Accounts**	**Subject to Penalty**

Total Penalized

City Secretary's Office

Monthly Report

August 2021

The City Secretary, or Municipal Clerk, is the oldest public servant role in recorded history. The earliest Clerks appeared around 5,000 B.C. with the invention of writing. Biblical reference to the Town Clerk is found in the Book of Acts chapter 19, verse 35. In ancient Greece, the Town Clerk read official documents publicly at the opening of each meeting and pronounced a curse upon anyone who sought to deceive the people. Although City Secretaries no longer pronounce curses at meetings (well, most of us don't), we are still the Keepers of the Archives as we record, maintain and safeguard the history of our City government. Every city in Texas is required to have a City Secretary as soon as it is formed. Although the duties are different for every city, there are core duties that all City Secretaries perform, some of which are required by the Texas Local Government Code. These duties include administering elections, managing records, coordinating public information requests, preparing agendas, recording minutes and facilitating City Council meetings, swearing-in municipal officers, and codifying ordinances approved by City Council.

Agenda Summary:

City Council Meeting Agenda Summary Items: prepared, certified, published, and processed.

The Mayor and City Council approved the following items in July 2021 and was processed immediately after the meeting:

- Ordinance designating the Tax Assessor-Collector of Johnson County as the person to perform the required calculation of the relevant tax rates and preparation of notices for publication.
- Appointment of Nicholas Larson to the vacant position on the Type B/Parks Board

Meeting Minutes prepared and approved:

- City Council– June 17, 2021
- Type A EDC – May 10, 2021 (No June Meeting)
- Type B EDC – May 10, 2021 (No June Meeting)
- Planning & Zoning – June 07, 2021

City Secretary attended the following meetings:

- July 6, 2021 – Planning & Zoning Meeting
- July 12, 2021 – Type A EDC Meeting
- July 12, 2021 – Type B EDC Meeting
- July 14, 2021 – North Texas Municipal Clerk Association Meeting
- July 15, 2021 – City Council Meeting
- July 17, 2021 – City Council Meeting (Special-Saturday)
- July 26, 2021 – Department Head Staff Meeting

Social Media

Total New Post on Facebook - 29

Total Post Reached- 10,600

Total Post Engagement- 4,191

Total New Page Followers- 56

Census Monthly Reporting

Report of Building Permits for new residential structures – Fourteen (14) Single Family Houses with a total valuation of $4,295,782

Public Information Request

Processed thirty (30) Public Information Request and completed all within the 10 days or less requirement. In addition, four (4) letters were sent to the Texas Attorney General's Office asking for determination.

1	Request Date	Requestor	Documents	Date Released	AG Letter	Cost / Electronic	Notes
2	7/1/2021	John Clenidence	Police Reports	7/1/2021	N	$ -	No documents available
3	7/1/2021	Joshua Family Medicine	Police Reports	7/7/2021	N	E	Emailed report
4	7/2/2021	Bo Spurgeon	Police Reports	7/6/2021	N		No documents available
5	7/2/2021	Askia Bell	Code Violation Reports	7/7/2021	N	E	Emailed report
6	7/5/2021	Sammy Rangwala	Fire Dept. Reports	7/7/2021	N	E	Emailed report
7	7/5/2021	Sammy Rangwala	Garage sale permit list	7/7/2021	N	E	Emailed link to website
8	7/5/2021	Sammy Rangwala	Code Violation Reports	7/8/2021	N	E	Emailed report
9	7/5/2021	Larry Clendennen	Permit Reports	7/6/2021	N	E	Emailed link to website
10	7/6/2021	Angela Grimes	Police Documents and Videos		Yes	$ -	Letter to Texas Attorney General
11	7/7/2021	Edgar David Parker Jr.	Police Documents and Videos		Yes	$ -	Letter to Texas Attorney General
12	7/8/2021	Calvin Stephens	Police Reports		Yes	$ -	Letter to Texas Attorney General
13	7/8/2021	Richard Shelton	Police Reports	7/8/2021	N	$ 0.30	Released documents
14	7/12/2021	Valeza De Vera	Utility and Code Reports	7/12/2021	N	E	Emailed reports
15	7/14/2021	Bridget Brewer	Unknown			$ -	Mailed clarification letter
16	7/14/2021	Jason Traverse	Accident Report	8/10/2021	N	$ -	Emailed link to C.R.I.S.
17	7/14/2021	LexisNexis	Accident Report	7/14/2021	N	$ -	No documents available
18	7/14/2021	LexisNexis	Accident Report	7/14/2021	N	$ -	No documents available
19	7/14/2021	Metropolitan Reporting	Accident Report	7/14/2021	N	$ -	No documents available
20	7/19/2021	LexisNexis	Accident Report	7/14/2021	N	$ -	No documents available
21	7/21/2021	Amber DuBose	Police Reports	7/26/2021	N	E	Emailed report
22	7/23/2021	Build Zoom	Permit Reports	7/26/2021	N	E	Emailed link to website
23	7/23/2021	FBI	Police Report	7/26/2021	N	$ -	No documents available
24	7/26/2021	Nevil Williamson	Certified Accident Report	7/26/2021	N	$ 8.00	Released documents
25	7/27/2021	Christoper Parrott	Plot Plans	8/6/2021	N	E	Released documents
26	7/28/2021	Donna Surratt	Unknown			$ -	Sent clarification letter
27	7/29/2021	Brianna Taveraro	Police Video	8/6/2021	N	$ -	No video available
28	7/30/2021	Kristi Green	Police Video		Yes	$ -	Letter to Texas Attorney General
29	7/30/2021	Eric Chung	Finance Records	7/30/2021	N	E	Emailed report
30	7/30/2021	Faith Evans	Fire Dept. Reports				
31	7/30/2021	Maria Fernandez/law-JMS	Police Reports	7/30/2021			Mailed clarification letter

Records Management

City Secretary has gathered 84 Agreements from different City departments. Each agreement has been scanned for easy access to everyone, labeled, and filed in red folders. All agreements/contracts are now stored in the City Secretary's Office. UPDATE- City Secretary is currently reviewing and creating a filing system for all documents related to deeds, right-of-ways, leases,etc. owned by the City.

Code of Ordinance

The Code of Ordinance Vault is updated, and Supplement No. 16 has been uploaded to the website. The update is completed quarterly.

City Secretary's Budget

The administration is reviewing the possibilities of separating the City Secretary Budget from the Administration Budget. In the proposed budget, the following items have been requested:

- Training/Dues $1,900 (no change from 2020)
- Board/Elected Official Training Day $1,200.00
- Office Equipment (Thermal binding Machine) $1,000
- Office Equipment (Commercial Shredder) for the use of all city hall $1,300
- TrackBack Hosting (allow citizens to view complete ordinances online) one-time fee of $4,250.
- Elections for 2022 $6,000
- Agenda Software Program / Board Management $6000 (new)

Training / Certifications

City Secretary currently holds the following certifications:

- Texas Municipal Clerk Association: Texas Registered Municipal Clerk
- International Institute of Municipal Clerk: Certified Municipal Clerk
- International Institute of Municipal Clerk: Master Municipal Clerk
- International Institute of Municipal Clerk: Athenian Leadership Fellow
- University of North Texas: Paralegal

The recertification program (every 5 years) for the TMCA requires the City Secretary to maintain continuous membership throughout the recertification process and attend several seminars hosted by TMCCP and accumulate a minimum of 60 points of educational training.

The next seminar (budgeted item) will be on August 19th and 20th. The topic is Legislative Update. Upon return, a report will be completed regarding legislative changes and will be sent to all officials.

Election

Johnson County- Uniform Election Day – November 2, 2021
Johnson County- Primary Election – March 1, 2022

City of Joshua- Uniform Election Day- May 7, 2022, for the following places:

- Mayor
- Place 1
- Place 3

Special Projects

Council Chambers Audio/Video – The previous IT Company was installing a new audio/video system as requested. Due to several issues, they were asked to remove and return the items. City Secretary's Office is working with Dallas Sound & Lighting to install new equipment. The City Council mics and wireless mic for the podium have been installed. Staff station mics will be installed soon. In addition, staff is working with IT to download the software so it may be controlled from the computer. The goal of this project is to be complete by the August council meeting.

Liens

City Secretary researched twenty (20) years of liens filed and released by the City of Joshua. Just a reminder that liens expire after 10 years.

On record, the City had several liens that were more than 10 years old. In addition, found several liens that had been paid and not removed for the liens list. There were also two that were sold for tax proceeds.

All of the liens that expired, were paid, or sold for tax proceeds have been removed from the City's active list.

City Attorney Welch recommends officially removing the inactive liens by filing an official release-of-lien. Staff is in process of preparing the necessary release and will be filing with the County in the next few weeks.

The list below is the correct list of active liens held by the City of Joshua. In the future, an update will be provided as liens are paid, expired, etc.

CITY OF JOSHUA
OUTSTANDING PROPERTY LIENS
AS OF
8/12/2021

Property Address	Work Date	Description	Document Number	Filing Date	Filing Amount	Filing Fee	Total (w/o Interest)
Bentley, 203	***Lot 13, Block 3 of the Bentley Addition***						***$ 192.56***
	9/8/2017	Mowing/clean-up	2017-30662	12/11/2017	$ 166.56	$ 26.00	
Broadway, 1525 S.	***Lot 1, Block 1, J-4-M Oaks Addition***						***$ 18,550.00***
	10/7/2014	Declaratory Judgment - fine	2015-175	10/8/2014	$ 2,500.00		
	10/7/2014	Declaratory Judgment - court fees	2015-175	10/8/2014	$ 16,000.00	$ 50.00	
Caddo Road (126.0827.00730)	***Tract 21B, E M Thompson Survey, Abs 827***						***$ 407.74***
	10/18/2016	Mowing/clean-up	2017-1811	1/20/2017	$ 381.74	$ 26.00	
Caddo Road (126.0827.01990)	***Tract 37, E M Thompson Survey, Abs 827***						***$ 934.50***
	8/1/2018	Contractor Fees - Ramos Sub.	2018-21711	8/3/2018	$ 908.50	$ 26.00	
Conveyor, 115	***Unit H, Bently Plaza***						***$ 175.75***
	4/12/2013	Mowing/clean-up	2013-14021	6/10/2013	$ 155.75	$ 20.00	
CR 909, 801	***Tract 20, G Casseland Survey, Abs 173***						***$ 632.74***
	6/24/2016	Mowing/clean-up	2016-25336	10/14/2016	$ 606.74	$ 26.00	
CR 913 (126.827.00740)	***Tract 21C, E M Thompson Survey, Abs 827***						***$ 232.74***
	10/18/2016	Mowing/clean-up	2017-1812	1/20/2017	$ 206.74	$ 26.00	
CR 1023 (126.0173.02190)	***Tract 9 of the G Casseland Survey, Abs 173***						***$ 232.74***
	8/21/2017	Mowing/clean-up	2017-30661	12/11/2017	$ 206.74	$ 26.00	
Lakeview Dr. (126.3505.00360)	***Lot 36, Oak Haven Addition***						***$ 282.74***
	8/27/2016	Mowing/clean-up	2016-28699	11/21/2016	$ 256.74	$ 26.00	
Main, 200 N.	***Lots 7-10, Block 4, Original Town Joshua Addition***						***$ 192.74***
	5/25/2016	Mowing/clean-up	2016-17727	7/26/2016	$ 166.74	$ 26.00	
Stadium Dr (126.0636.01640)	***Tract 40, McKinney & Williams Survey, Abs 636***						***$ 682.74***
	10/17/2016	Mowing/clean-up	2017-1810	1/20/2017	$ 656.74	$ 26.00	
Yvonne Dr, 1004	***Lot 2, Block 1 of the Purselley Addition***						***$ 482.79***
	8/1/2018	Contractor Fees - Purselley Add.	2018-21714	8/3/2018	$ 456.79	$ 26.00	
4th Street, 523	***Tract 19 & 20, H G Cason Survey, Abs 156***						***$ 275.75***
	11/9/2012	Mowing/clean-up	2013-3547	2/12/2013	$ 255.75	$ 20.00	
6th Street (126.0029.03440)	***Tract 11, W W Byers Survey, Abs 29***						***$ 232.74***
	10/14/2016	Mowing/clean-up	2016-25339	10/14/2016	$ 206.74	$ 26.00	
6th Street & Santa Fe	***Tract 1, W W Byers Survey, Abs 29***						***$ 337.74***
	10/14/2016	Mowing/clean-up	2016-25342	10/14/2016	$ 311.74	$ 26.00	
14th Street, 201 E.	***Tract 68A, W W Byers Survey, Abs 29***						***$ 192.74***
	6/15/2016	Mowing/clean-up	2016-17733	7/26/2016	$ 166.74	$ 26.00	
TOTAL OUTSTANDING PROPERTY LIENS							$ 24,038.75