



**FARMERSVILLE CITY COUNCIL  
REGULAR SESSION AGENDA**

**June 14, 2016, 5:00 P.M.**

**(Council meeting will begin after Zoning Board of Adjustment Concludes)  
Council Chambers, City Hall  
205 S. Main Street**

**I. PRELIMINARY MATTERS**

- Call to Order, Roll Call, Prayer and Pledge of Allegiance
- Announcements
  - Calendar of upcoming holidays and meetings
    - City offices will be closed on Monday, July 4<sup>th</sup> in honor of Independence Day
    - Audie Murphy Day is Saturday, June 18<sup>th</sup>! Veterans Registration begins at 7:30a.m. The Commemorative Air Force Flyover will be at 10a.m. and will be followed by the parade. Activities continue throughout the day. More information can be found at [www.farmersvilletx.com](http://www.farmersvilletx.com)
  - Audie Murphy Day Proclamation
  - North Texas Municipal Water District is offering tours to interested officials of the Wylie water treatment plant facilities on the following dates:
    - Thursday, August 11, 2016
    - Thursday, October 20, 2016
  - Each briefing starts at 1:30 p.m. with about an hour presentation and Q&A, followed by a tour of key locations on the Wylie Water Treatment Plant site which typically lasts about an hour (sometimes longer, depending on discussions, questions and size of the group).
  - RSVP to Joy Layer at [ilayer@ntmwd.com](mailto:ilayer@ntmwd.com) to let her know which date you would like to attend
  - Anyone Wishing to tour City of Farmersville facilities should contact Ben White, City Manager
- The Farmersville Police Department has achieved **“Re-Recognized Status”** for compliance with the Texas Law Enforcement Agency Best Practices Recognition Program. The Department is to be commended for the commitment made to this process.

- City Manager, Ben White, and Police Chief, Michael Sullivan, have completed the Certified Public Manager Program. Congratulations on this accomplishment!

## **II. PUBLIC COMMENT**

Anyone wanting to speak is asked to speak at this time, with an individual time limit of three (3) minutes. This forum is limited to a total of thirty (30) minutes. If a speaker inquires about an item, the City Council or City Staff may only respond with: (1) a statement of specific factual information; (2) a recitation of existing policy; or (3) a proposal that the item be placed on the agenda of a future meeting.

## **III. CONSENT AGENDA**

Items in the Consent Agenda consist of non-controversial or "housekeeping" items required by law. Council members may request prior to a motion and vote on the Consent Agenda that one or more Items be withdrawn from the Consent Agenda and considered individually. Following approval of the Consent Agenda, excepting the items requested to be removed, the City Council will consider and act on each item so withdrawn individually.

Consider, discuss and act on the following matters, minutes and reports, which consideration and discussion may also include or pertain to individual items and projects set forth in such matters, minutes and reports, as well as related background information and plans for future completion, performance or resolution as may be necessary to understand such individual items and projects and the City's related operation:

- A. City Manager's Report
- B. City Council Minutes
- C. City Financial Reports
- D. Police Department Report
- E. Code Enforcement/Animal Control Report
- F. Fire Department Report
- G. Municipal Court Report
- H. Warrant Officer Report
- I. Public Works Report
- J. Library Report
- K. Main Street Report
- L. IT Report

#### **IV. INFORMATIONAL ITEMS**

These Informational Items are intended solely to keep the City Council apprised of the actions and efforts of the various boards and commissions serving the City of Farmersville. Council members may deliberate and/or request further information or clarification regarding any one or more of the items contained in this provision. City Council approval of, or action on, these items is not required or requested.

Consider, discuss, and act on the following matters, minutes and reports, which consideration and discussion may also include or pertain to individual items and projects set forth in such matters, minutes and reports, as well as related background information and plans for future completion, performance or resolution as may be necessary to understand such individual items and projects and the City's related operation:

- A. FEDC (4A) Meeting Minutes
- B. FEDC (4A) Financial Report
- C. FCDC (4B) Meeting Minutes
- D. FCDC (4B) Financial Report
- E. Main Street Board Minutes
- F. Senior Citizens Advisory Council Minutes

#### **V. REGULAR AGENDA**

- A. Consider, discuss, and act upon an annual report for CWD presented by Robert Medigovic
- B. Consider, discuss, and act upon filling vacancies for the following City boards and commissions:
  - 1. Economic Development Corporation (4A)
  - 2. Community Development Corporation (4B)
  - 3. Building and Property Standards
  - 4. Planning and Zoning Commission
  - 5. Library/Civic Center Board
  - 6. Main Street
  - 7. Parks & Recreation Board
  - 8. Senior Citizens Advisory Council
- C. Consider, discuss, and act upon the appointment or reappointment of the municipal court judge for a two-year term ending on or about June 14, 2018, or until his successor has been appointed and qualified
- D. Consider, discuss, and act upon a resolution designating the appropriate signatories for the City of Farmersville First National Bank of Trenton accounts **(This item is to be tabled until after the Executive Session discussing employment takes place.)**

- E. Consider, discuss, and act upon a resolution designating the appropriate signatories for City of Farmersville wire transfers (**This item is to be tabled until after the Executive Session discussing employment takes place.**)
- F. Consider, discuss, and act upon directing P&Z to make amendments to the Sign Ordinance
- G. Consider, discuss, and act upon implementing building height restrictions in new construction in the downtown commercial district and pass to P&Z for further review
- H. Consider, discuss, and act upon presentations regarding City Management, Operations, and City Council
- I. Consider, discuss, and act upon a presentation concerning future waste water system improvements
- J. Consider, discuss, and act upon budget-related topics and timeline for the upcoming fiscal year
- VI. **EXECUTIVE SESSION: DISCUSSION OF MATTERS PERMITTED BY TEXAS GOVERNMENT CODE § 551.074 TO DISCUSS MATTERS RELATING TO PERSONNEL ISSUES AS FOLLOWS:**
  - A. Discussion involving the appointment, employment, evaluation, and/or duties of the City Secretary
- VII. **RECONVENE FROM EXECUTIVE SESSION**
- VIII. **DISCUSS/CONSIDER/ACT ON MATTERS DISCUSSED IN EXECUTIVE SESSION**
  - A. Consider, discuss, and act upon approving the appointment of a City Secretary by the City Manager
  - B. Consider, discuss, and act upon tabled Item V.E
- IX. **REQUESTS TO BE PLACED ON FUTURE AGENDAS**
- X. **ADJOURNMENT**

**Dated this the 10th day of June, 2016.**



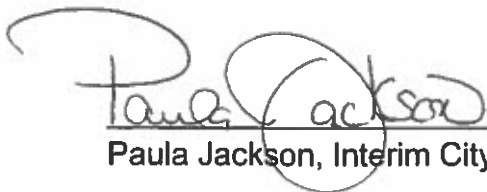
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Diane C. Piwko

*The City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Code, including, but not limited to, Section 321.3022 (Sales Tax Information).*

*Persons with disabilities who plan to attend this meeting and who may need assistance should contact the City Secretary at 972-782-6151 or Fax 972-782-6604 at least two (2) working days prior to the meeting so that appropriate arrangements can be made. Handicap Parking is available in the front and rear parking lot of the building.*

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in the regular posting place of the City Hall building for Farmersville, Texas, in a place and manner convenient and readily accessible to the general public at all times, and said Notice was posted June 10, 2016 by 5:00 P.M. and remained so posted continuously at least 72 hours proceeding the scheduled time of said meeting.

  
Paula Jackson, Interim City Secretary



## **I. Preliminary Matters**

# June

# 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4 Farmers & Fleas Market/Yard of Yard Sales
5	6	7 Senior Citizen Advisory Committee 4pm	8 Summer Reading Club at Rike Library	9	10	11
12	13 FCDC (4B) 5:45pm	14 COURT City Council Meeting 6pm	15 Summer Reading Club at Rike Library	16 FEDC (4A) 7pm	17 Dr. Seuss Performance Rike Library	18 Audie Murphy Day
19	20 Parks Board 4pm P&Z Commission 6:30 pm	21 Main Street Board 5pm	22 Summer Reading Club at Rike Library	23 B&PS 6pm	24	25
26	27	28 City Council Meeting 6pm	29 Summer Reading Club at Rike Library	30	1	2
3	4	5	6	7	8	9

# July

# 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2 Farmers & Fleas
3	4 4th of July Fireworks  City Offices Closed	5	6 Summer Reading Club at Rike Library	7	8	9
10	11 FCDC (4B) 5:45pm	12 COURT  City Council Meeting 6pm	13 Summer Reading Club at Rike Library	14	15	16
17	18 Parks Board 4pm P&Z Commission 6:30 pm	19 Main Street Board 5pm	20 Summer Reading Club at Rike Library	21 FEDC (4A) 7pm	22	23
24	25	26 COURT  City Council Meeting 6pm	27 Summer Reading Club at Rike Library	28 Library/Civic Center Board 4:30pm	29	30
31	1	2	3	4	5	6



# August

# 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3 Summer Reading Club at Rike Library	4	5	6 Farmers & Fleas
7	8 FCDC (4B) 5:45pm	9 COURT  City Council Meeting 6pm	10 Summer Reading Club at Rike Library	11	12	13
14	15 Parks Board 4pm P&Z Commission 6:30 pm	16 Main Street Board 5pm	17 Summer Reading Club at Rike Library	18 FEDC (4A) 7pm	19	20
21	22	23 COURT  City Council Meeting 6pm	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

# Proclamation

## Naming June 18, 2016 as Audie Murphy Day in Farmersville

**Whereas,** Audie Leon Murphy, son of Emmett Berry Murphy and Josie Bell

Killian Murphy was born and raised near Farmersville; and

**Whereas,** Audie Murphy proudly displayed our city's name on his dog tag throughout his gallant military career; and

**Whereas,** Audie Murphy earned a Medal of Honor, and 32 other awards while fighting to liberate Europe from tyranny; and

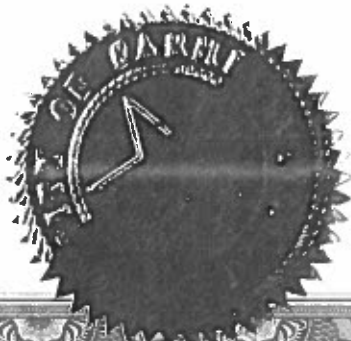
**Whereas,** upon his arrival the citizens of Farmersville rejoiced and held a celebration in the Square honoring his service, and that first celebration received much coverage and was celebrated by a grateful nation; and

**Whereas,** the citizens of Farmersville have continuously celebrated his life and legacy by such actions as placing a monument and a historic marker on the Square; naming a portion of US Highway 380 as Audie Murphy Parkway; by naming the Chaparral trailhead as Audie Murphy Trailhead; and by holding an annual celebration not only for Audie Murphy, but for all veterans and active duty servicemen who have taken a vow to protect and serve this nation in times of peace and peril; and

**Whereas,** Audie Murphy Day was named the best annual event in the Farmersville Times 2016 readers' poll; and

**Whereas,** I extend a welcome and my humblest of thanks to all the local veterans, reservists and active duty personnel who are attending today's festivities.

**Now therefore,** I, Diane C. Piwko, Mayor of Farmersville, proudly and humbly proclaim Saturday, June 18th, 2016, as the 17<sup>th</sup> Annual Audie Murphy Day in Farmersville and urge all citizens to express their gratitude to those who have served in defense of our country so that others may be free.



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Diane C. Piwko, Mayor

## **II. Public Comment**

### **III. Consent Agenda**

Agenda Section	Consent Agenda
Section Number	III.A
Subject	City Manager's Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	City Manager's Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>



## City Manager Monthly Report

### City Manager General

#### 1. Attended the following meetings:

Meeting Description	Attended
City Council Meeting	2
Farmersville Economic Development Corporation (FEDC)	1
Farmersville Community Development Corporation (FCDC)	1
Planning and Zoning Commission	1
Citizens Advisory Committee	0
Parks and Recreation Board	1
Main Street Board	1
Downtown Merchants Meeting	1
Capital Improvements Advisory Commission	0
Building and Property Standards Meeting	1
Senior Citizens Advisory Commission	1
Farmersville Volunteer Fire Department	1
Realtors Meeting	0
Chamber of Commerce Board Meeting	0
Chamber of Commerce Networking Meeting	0
Farmersville Riding Club	0
Texoma Housing Partners	0
Northeast Texas Trail Association (NETT)	0

### Ordinances and Ordinance Changes

1. Backlog
  - a. New
    - i. Knox boxes.
  - b. Change
    - i. Revise the City's Thoroughfare Plan and the City's design standards to remove areas of disagreement between the documents. (in work)
    - ii. Standard design details for: water, wastewater, electrical, etc. (in work)
    - iii. Master Fee Schedule to accommodate average utility billing. (complete)

## **Contracts/Interlocal Agreements**

1. Backlog
  - a. Solid Waste
  - b. Recycle
  - c. NTCOG Antenna
  - d. Main Street grant for downtown accessibility and drainage. (Oct 2016 application)
  - e. Collin County Open Space grant (Jul 2016 application)
  - f. Texas Parks and Wildlife grant for J.W. Spain improvements. (Oct 2016 application)
  - g. Major League Baseball Tomorrow Fund grant for J.W. Spain

## **Planning**

1. No new news.

## **Policy/Procedural Changes**

1. Backlog
  - a. Information Technology policy.
  - b. Financial procedures. Cash handling procedure is complete. Accounts payable process is next.
  - c. Personnel procedure. Payroll procedure is 90% complete.

## **Personnel Related Matters**

1. Completed search for a City Secretary replacement.
2. Received out-brief on new job descriptions from University of Texas at Arlington.

## **Customer Service Window**

1. There are currently 15 applicants for the new average billing process.

## **Budget/Finance**

1. Revised budget process continuing.
2. Working with the county on 2016/2017 tax rate.

## **Information Technology**

1. Upcoming projects
  - a. Better backup processes (98% complete). Status will not change until we install fiber upgrade.
  - b. Hardware and software review audit (95% complete)
  - c. Install software/hardware upgrades for enhanced cyber security (20% complete)
  - d. Implementation of standardized document management structure. (10% complete)
  - e. Currently installing new storage RAID SAN. Physical hardware is in place. Currently working on transferring files and directories. (50% complete)
  - f. Configured emergency AT&T phone line to integrate into our phone system for emergency back-up.

### **Special Events/Projects**

1. Citizen opinion survey project is complete. Council briefing scheduled for 28 June 2016.
2. Helped with preparations for Audie Murphy Day.



# City of Farmersville Organization Chart

*Italics indicate a position that is not a full-time permanent employee.*

## Farmersville City Council

Mayor, Diane Piwko

Councilwoman Place 1, Leaca Caspari

Councilman Place 2, Donny Mason

Councilman Place 3, Treasurer, Michael Hess

Councilman Place 4, Mayor Pro Tem, Mike Hurst

Councilman Place 5, John Klosterman

## Municipal Court

*Municipal Court Judge, Terry L. Douglas (Contract)*

Municipal Court Clerk, Christi Dowdy (reports to City Manager)

*City Court Prosecutor, Kyle Shaw (Contract)*

Warrant Officer, Richard Ranspot (reports to City Manager)

Bailiff, Richard Ranspot (reports to City Manager)

*City Attorney, Alan Lathrom (Contract)*

City Manager, Ben White (36 FTE, 0 PTE, 4 CONT, 24 VOL)

Assistant to the City Manager, Paula Jackson

City Secretary, Open (Dotted Line)

Development Services Department, Paula Jackson

Permits

Building Inspection

Chief Building Official, Ben White

*Inspection Services, Bureau Veritas (Contract)*

Planning

Engineering

*Daniel & Brown Inc., Eddy Daniel (Contract)*

*Fire Marshal, Jason Browning (Colin Collin Contract)*

*Emergency Management Coordinator (EMC), Mike Sullivan*

Fire Department, Fire Chief, Kim Morris (2 FTE, 21 VOL)

Fire Fighter, Jason Brisby

Farmersville Volunteer Fire Department (1 FTE, 21 VOL)

FVFD President, Angie Rios

FVFD Treasurer, Jake Hansen

FVFD Sergeant at Arms, Steven Stroup

FVFD Secretary, Jeff Erickson

1<sup>st</sup> Assistant Chief, Kevin Lisman

1<sup>st</sup> Captain, Barry Pollard

1<sup>st</sup> Lieutenant, Chris Caverley

2<sup>nd</sup> Assistant, Larry Durbin

2<sup>nd</sup> Captain, Bradley Pollard

2<sup>nd</sup> Lieutenant, Russell Chandler

Chaplain, Kevin Lisman  
Training Coordinator, Barry Pollard  
Training Coordinator, Kevin Lisman  
EMS and Safety Coordinator, Jason Brisby  
Firefighter, Joseph Brigandi  
Firefighter, Chris Calvery  
Firefighter, Russell Chandler  
Firefighter, Kenny Davis  
Firefighter, Larry Durbin  
Firefighter, Steve Durbin  
Firefighter, Jeff Erickson  
Firefighter, Shannon Farris  
Firefighter, Jake Hansen  
Firefighter, Joshua Howell  
Firefighter, Angie Kennedy  
Firefighter, Kevin Lisman  
Firefighter, Mike Macomber  
Firefighter, Barry Pollard  
Firefighter, Aaron Pollard  
Firefighter, Bradley Pollard  
Firefighter, Angie Rios  
Firefighter, Page Simpson  
Firefighter, Ryan Simpson  
Firefighter, Mike Sullivan  
Firefighter, Andrew Sutherland  
Firefighter, James Vaughn

Finance Department, Director, Daphne Hamlin

Human Resources Department, Director, Daphne Hamlin

Public Works Department, Director, Ben White (13 FTE)

Public Works Team Lead, Eddie Brock

Customer Service Associate, Loni Matthews

Laborer, Justin Schmidt

Water and Wastewater, Juan Hernandez

Water and Wastewater, Mike Rosa

Laborer, Joshua Rubadue

Streets, Nick Miller

Laborer, Edgar Martinez

Electric Distribution General Foreman, Jeramy Jones

Lineman, Chris Dacus

Lineman, Danny Ruff

Lineman Apprentice, Chase Conger

Police Department, Chief of Police, Mike Sullivan (12 FTE, 2 VOL)

Administrative Assistant, Shacee Jackson

Administrative Lieutenant/CID, Brian Alford

Criminal Investigation Division, Sergeant Marsha Phillips

Public Service Officer, Karen Dixon  
Public Service Officer, Cameron Brooks  
Operations Lieutenant, Brian Alford  
Patrol Officer, Roger Cole  
Patrol Officer, Korey Redding  
Patrol Officer, Frank Gonzalez  
Patrol Officer, John Williams  
Patrol Officer, Jaret Crawley  
Patrol Officer, Jason Dean  
*Reserve Officer, Open*  
*Reserve Officer, Mark Smith*  
*Reserve Officer, Steve Hayslip*  
Library, Director, Trisha Dowell (3 FTE, 1 VOL)  
Librarian, Bonnie Hegler  
Librarian, Audrey Rubadue  
*Librarian, Janet Parsons (Volunteer)*  
*Information Technology Department, Tony Linton (Contractor)*

## City of Farmersville 2014 Accomplishments and 2015 Goals

Entity	2014 Accomplishments	2015 Goals
Economic Development Corporation (4A)	<p>Funded or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• <b>Facade grants (100 McKinney St, Dyer Drug)</b></li> <li>• Collin College scholarship fund contribution</li> <li>• <b>Electrical System engineering funding</b></li> <li>• <b>Towne Centre project planning</b></li> </ul>	<p>Fund or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• Towne Centre project planning</li> <li>• <b>Wastewater Treatment Plant engineering</b></li> <li>• Facade grants (Candy Kitchen, Fiber Circle)</li> <li>• Collin College scholarship fund contribution</li> </ul>
Community Development Corporation (4B)	<p>Funded or helped fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• <b>\$60,000 for Chaparral Trail matching grant improvements</b></li> <li>• Bain-Honaker House restoration</li> <li>• <b>Park land purchase</b></li> <li>• Annual fireworks</li> <li>• <b>Downtown Christmas decorations</b></li> <li>• Marketing Program</li> <li>• <b>Main Street program</b></li> <li>• Collin College scholarship fund contribution</li> <li>• Chamber Banquet sponsorship</li> <li>• <b>Farmersville Heritage Museum</b></li> <li>• Chaparral Trail Kiosks</li> <li>• Move Splash Pad gazebo</li> <li>• National Register District project</li> <li>• Rambler Park Splash Pad improvements</li> <li>• <b>JW Spain bleachers (qty 3)</b></li> </ul>	<p>Fund or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• Bain-Honaker House restoration</li> <li>• <b>Park land purchase</b></li> <li>• Annual fireworks</li> <li>• Downtown Christmas decorations</li> <li>• Marketing Program</li> <li>• <b>Main Street program</b></li> <li>• Collin College scholarship fund contribution</li> <li>• Chamber Banquet sponsorship</li> <li>• <b>Farmersville Heritage Museum</b></li> <li>• Chaparral Trail Kiosks</li> <li>• Move Splash Pad gazebo</li> <li>• National Register District project</li> <li>• Onion Shed Roof and Foundation Repairs</li> <li>• <b>\$60K for Chaparral Trail matching grant project</b></li> </ul>
Planning and Zoning	<ul style="list-style-type: none"> <li>• Qualify for planning grant</li> <li>• <b>Set up Citizens Advisory Committee to review and track comprehensive plan goals and accomplishments</b></li> <li>• <b>Dumpster use regulation ordinance</b></li> <li>• <b>Driveway ordinance</b></li> <li>• <b>E-Cigarettes ordinance</b></li> <li>• Various plats/replats</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Align Comprehensive Plan thoroughfare requirements with other City design requirements</b></li> <li>• Citizens Advisory Committee to review and track comprehensive plan goals and accomplishments</li> <li>• Concept plan/plat/replat support</li> </ul>
Building and Property Standards	<ul style="list-style-type: none"> <li>• <b>Reviewed 4 properties for compliance issues. No demolition actions required.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Continue property review as required</li> </ul>

Entity	2014 Accomplishments	2015 Goals
Centennial Committee	<ul style="list-style-type: none"> <li>• Civic Center/Library exterior painting</li> <li>• Civic Center/Library exterior wood replacement</li> <li>• <b>Civic Center/Library exterior door replacement</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Help resolve ADA compliance issues</b></li> <li>• Help resolve Fire Marshal issues</li> </ul>
Marketing Committee	<ul style="list-style-type: none"> <li>• <b>City website enhancement</b></li> <li>• Print and distribute rack cards</li> <li>• Funded billboards</li> <li>• Printed and distributed Christmas postcards</li> <li>• Placed ads in print media</li> <li>• Hosted regional marketing meeting</li> <li>• Promoted Chaparral Trail</li> <li>• Printed promotional materials</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Update and repair Farmersville "welcome" signs</b></li> <li>• Print and distribute rack cards</li> <li>• Print and distribute Christmas postcards</li> <li>• Place ads in print media</li> <li>• Host regional marketing meeting</li> <li>• Promote the Chaparral Trail</li> <li>• Print promotional materials</li> <li>• Install historical downtown signage</li> </ul>
Parks and Recreation	<ul style="list-style-type: none"> <li>• Chaparral Trail kiosks, waste containers and benches included in phase III development plans</li> <li>• <b>Paid for one JW Spain bleacher</b></li> <li>• <b>Chaparral Trail stone campfire development</b></li> </ul>	<ul style="list-style-type: none"> <li>• Chaparral Trail support</li> <li>• <b>Develop JW Spain Athletic Complex plan</b></li> </ul>
Main Street	<ul style="list-style-type: none"> <li>• <b>National Main Street designation</b></li> <li>• <b>Audie Murphy Day</b></li> <li>• <b>Farmers and Fleas</b></li> <li>• Architectural assistance through Main Street Program</li> <li>• Downtown business/building owner coordination</li> <li>• Christmas events</li> <li>• Chalk the Walk</li> <li>• <b>Preparation for Jazz on Main</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>National Main Street designation</b></li> <li>• Audie Murphy Day</li> <li>• Farmers and Fleas</li> <li>• Architectural assistance through Main Street Program</li> <li>• Downtown business/building owner coordination</li> <li>• Christmas Events</li> <li>• <b>Successful Jazz on Main concert</b></li> <li>• Pursue National Register Historic District designation</li> <li>• Assist with development of Farmersville Heritage Museum</li> </ul>

Entity	2014 Accomplishments	2015 Goals
General	<ul style="list-style-type: none"> <li>• Upgraded emergency readiness systems (lessons learned from the 2013 ice storm)</li> <li>• Started Household Hazardous Waste Program</li> <li>• <b>Approve for CDBG Grant funding for wastewater collection facilities (\$275K)</b></li> <li>• Applied for CDBG Planning Grant to augment our Comprehensive Planning capability (\$50K)</li> <li>• <b>Wastewater Treatment Plant approved for \$14M CWSRF loan.</b></li> <li>• <b>Received Open Space grant for Chaparral Trail Phase III (\$300K)</b></li> <li>• Continued working with Collin College regarding construction of the Eastern Collin County Campus</li> <li>• <b>Supported 380 construction efforts</b></li> <li>• Re-applied for Federal Tiger Grant to improve Farmersville Parkway</li> <li>• Stood up ADA Transition Plan Task Force</li> <li>• Created an Emergency Mitigation Plan</li> <li>• Major website improvements including: mobile device application, departmental calendars</li> <li>• Modernized/computerized our Records Management System</li> <li>• Special events support</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Complete tasks to improve emergency readiness systems including emergency preparedness drill</b></li> <li>• Complete actions related to the 380 construction</li> <li>• Integrate with the Collin College Small Business Development Center</li> <li>• Complete grant application for Collin County matching grant</li> <li>• Review downtown area for ADA compliancy issues and resolve as necessary</li> <li>• Civic Center to host County elections</li> <li>• Install overhead projector in council chambers</li> <li>• Implement new and existing Record Management processes</li> <li>• <b>Submit State Comptroller Platinum Award level documentation</b></li> <li>• <b>Document Finance procedures (payroll, money handling)</b></li> </ul>

Entity	2014 Accomplishments	2015 Goals
Public Works	<ul style="list-style-type: none"> <li>• <b>Successful completion of bringing Farmersville Electric in house: personnel, tools and equipment, ordinances, accounting systems, processes and procedures. HUGE EFFORT!!!</b></li> <li>• <b>Completed ice storm related clean-up</b></li> <li>• <b>Completed 8 General Obligation bond street projects</b></li> <li>• <b>Complete 3 General Obligation bond water projects</b></li> <li>• <b>Planning for the East Collin County Regional Wastewater Treatment Plant</b></li> <li>• <b>Completion of Chaparral Trail Phase III design documents and bid package</b></li> <li>• <b>Made significant upgrades the Public Works Service Center</b></li> <li>• <b>Upgraded website to offer paperless billing and pay by credit card</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Planning and design work on the East Collin County Regional Wastewater Treatment Plant</b></li> <li>• <b>Completion of the US 380 re-construction work</b></li> <li>• <b>Complete remaining General Obligation bond street, water, street sign, and water AML system projects</b></li> <li>• <b>Complete Farmersville Electric AML system</b></li> <li>• <b>Completion of Chaparral Trail Phase III</b></li> <li>• <b>Finish remaining Public Works Service Center upgrades</b></li> <li>• <b>Silent RR crossing</b></li> <li>• <b>Complete uniform change-over</b></li> <li>• <b>Streamline building permit process</b></li> <li>• <b>Gain 1 wastewater class C employee</b></li> <li>• <b>Get past sign permit documentation stored electronically</b></li> <li>• <b>Improve cross-training at customer service desk</b></li> <li>• <b>Support board and committee goals</b></li> <li>• <b>Install generator system at City Hall</b></li> <li>• <b>Reconfigure utilities and drainage behind the Candy Kitchen</b></li> <li>• <b>Develop ADA plan for downtown area</b></li> <li>• <b>Set up standard parts process</b></li> <li>• <b>Set up distribution system outage report (water, sewer, electrical)</b></li> </ul>
Police Department	<ul style="list-style-type: none"> <li>• <b>Upgraded police squad car fleet with 2 new vehicles</b></li> <li>• <b>Upgraded squad car cameras</b></li> <li>• <b>Updated IT storage capability to support police activities</b></li> <li>• <b>First Citizens police academy (9 graduates)</b></li> <li>• <b>Installed generator system at Charles Curington Public Safety Building</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Add police officer position</b></li> <li>• <b>Start Citizens on Patrol Program</b></li> <li>• <b>Prepare to receive re-recognition</b></li> <li>• <b>Complete train derailment exercise</b></li> <li>• <b>Construction of gun range</b></li> </ul>

Entity	2014 Accomplishments	2015 Goals
Fire Department	<ul style="list-style-type: none"> <li>• <b>Agreement made with Collin County for County provided Fire Marshal services</b></li> <li>• Passed Texas Commission on fire protection certification</li> <li>• <b>Installed new generator for Public Safety Building</b></li> <li>• Installed new cost effective lights in the fire bays</li> <li>• ¶Six members completed the Incident Command Class</li> <li>• Hosted Emergency Vehicle Operations Course through Federal Fire Academy</li> <li>• Chief completed First Annual Unified Emergency Operations Challenge</li> <li>• Updated department Standard Operating Guidelines</li> <li>• Purchased an extractor washer for fire gear</li> <li>• <b>Install paperless system for certain key documentation areas in the City</b></li> <li>• Updated codification of City ordinances</li> <li>• Instituted pooled cash system for City financial systems</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Add first shift personnel to aid Fire Chief</b></li> <li>• <b>Order 15 sets of bunker gear</b></li> <li>• Acquire PPE Grant from Texas Forestry Service</li> <li>• Re-write Departmental By-Laws</li> <li>• Pass Annual Pump Certification tests</li> <li>• Pass Annual Ladder tests</li> </ul>
Administration		<ul style="list-style-type: none"> <li>• Cross training among all administrative staff</li> <li>• <b>Redesign the performance development process</b></li> <li>• Improve pooled cash system <ul style="list-style-type: none"> <li>○ More training</li> <li>○ Work with other peers, Tammi Byrd</li> <li>○ Process improvement</li> </ul> </li> <li>• Continue documenting financial procedures</li> <li>• Improve travel expense reimbursement process</li> <li>• Improve reconciliation process to include pooled cash reports</li> </ul>
Library	<ul style="list-style-type: none"> <li>• Upgraded computer monitors</li> <li>• <b>Updated website for mobile applications</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Apply for "Collection Development for Spanish" grant</b></li> <li>• <b>Apply for "Book drop Improvement" grant</b></li> <li>• Complete inventory of all library materials.</li> <li>• The library board project: "Free Little Library" to be placed on the Square.</li> <li>• Apply for grant to increase Spanish book collection and book drop improvement.</li> <li>• Collaborate with the Farmersville Times for a grant to have newspapers digitized.</li> </ul>



Entity	2014 Accomplishments	2015 Goals
Municipal Court	<ul style="list-style-type: none"> <li>• <b>Stood up new processes related to Warrant officer. Very successful!!!</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Reduce Municipal Court Warrant Officer backlog older than 2005</b></li> <li>• Participate in more continuing education (8 on-line classes)</li> <li>• Develop more relationships with nearby city warrant officers/ marshals for intelligence sharing.</li> <li>• Explore City Marshal role.</li> <li>• Get more involved in public relations.</li> <li>• <b>Improve cross-training with administrative staff</b></li> </ul>
Information Technology	<ul style="list-style-type: none"> <li>• <b>Enterprise network connectivity through RF links</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Implement new INCODE/Administration server.</b></li> <li>• Develop enterprise security policy.</li> <li>• Complete enterprise integration to all sites.</li> <li>• Deploy asset audit database.</li> <li>• Enterprise network connectivity through fiber links</li> </ul>

## City of Farmersville 2015 Accomplishments and 2016 Goals

Entity	2015 Accomplishments	2016 Goals
Economic Development Corporation (4A)	<p>Funded or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• <b>Wastewater Treatment Plant project plan</b></li> <li>• Facade grants (Candy Kitchen, Fiber Circle)</li> <li>• Collin College scholarship fund contribution</li> </ul>	<p>Fund or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• Towne Centre project planning</li> <li>• <b>Wastewater Treatment Plant preliminary engineering</b></li> <li>• Facade grants (Candy Kitchen, Fiber Circle)</li> <li>• Collin College scholarship fund contribution</li> <li>• West Audie Murphy Parkway lift station</li> <li>• Fiber optic ring installation</li> <li>• East side industrial park water and sewer line</li> </ul>
Community Development Corporation (4B)	<p>Funded or helped fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• Bain-Honaker House restoration</li> <li>• <b>Park land purchase</b></li> <li>• Annual fireworks</li> <li>• Downtown Christmas decorations</li> <li>• Marketing Program</li> <li>• <b>Main Street program</b></li> <li>• Collin College scholarship fund contribution</li> <li>• Chamber Banquet sponsorship</li> <li>• <b>Farmersville Heritage Museum</b></li> <li>• Chaparral Trail Kiosks</li> <li>• Move Splash Pad gazebo</li> <li>• National Register District project</li> <li>• Union Shed Roof and Foundation Repairs (Phase I)</li> <li>• <b>\$60K for Chaparral Trail matching grant project</b></li> <li>• <b>Installed Farmersville Parkway flag poles</b></li> </ul>	<p>Fund or help fund the following projects/activities:</p> <ul style="list-style-type: none"> <li>• Bain-Honaker House restoration</li> <li>• <b>Park land purchase</b></li> <li>• Annual fireworks</li> <li>• Downtown Christmas decorations</li> <li>• Marketing Program</li> <li>• <b>Main Street program</b></li> <li>• Collin College scholarship fund contribution</li> <li>• Chamber Banquet sponsorship</li> <li>• <b>Farmersville Heritage Museum</b></li> <li>• Chaparral Trail Kiosks</li> <li>• National Register District project</li> <li>• Union Shed Roof and Foundation Repairs (Phase II)</li> <li>• \$60K for J.W. Spain matching grant project</li> <li>• Install flagpole lighting</li> </ul>
Planning and Zoning	<ul style="list-style-type: none"> <li>• Citizens Advisory Committee to review and track comprehensive plan goals and accomplishments</li> <li>• Plan/plat/replat support</li> <li>• <b>Completed zoning and preliminary platting process associated with Camden Park</b></li> <li>• <b>Completed replat for the Travel Center</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Align Comprehensive Plan thoroughfare requirements with other City design requirements</b></li> <li>• Citizens Advisory Committee to review and track comprehensive plan goals and accomplishments</li> <li>• Concept plan/plat/replat support</li> <li>• Revise/modernize single family zoning requirements</li> </ul>

Entity	2015 Accomplishments	2016 Goals
Building and Property Standards	<ul style="list-style-type: none"> <li>Continued property review as required</li> </ul>	<ul style="list-style-type: none"> <li>Continue property review as required</li> </ul>
Centennial Committee	<ul style="list-style-type: none"> <li>Old Time Saturday</li> <li>Dishwasher for Senior Citizens Center</li> <li>Set plans for Senior Citizens Center parking lot improvements</li> </ul>	<ul style="list-style-type: none"> <li>Help resolve ADA compliancy issues</li> <li><b>Senior Citizens Center parking lot improvements</b></li> <li>Renovate Civic Center kitchen</li> </ul>
Marketing Committee	<ul style="list-style-type: none"> <li>Print and distribute Christmas postcards</li> <li>Place ads in print media</li> <li>Host regional marketing meeting</li> <li>Promote the Chaparral Trail</li> <li>Print promotional materials</li> </ul>	<ul style="list-style-type: none"> <li><b>Update and repair Farmersville "welcome" signs</b></li> <li>Print and distribute rack cards</li> <li>Install historical downtown signage</li> <li>Print and distribute Christmas postcards</li> <li>Place ads in print media</li> <li>Host regional marketing meeting</li> <li>Promote the Chaparral Trail</li> <li>Print promotional materials</li> <li><b>Develop JW Spain Athletic Complex plan</b></li> </ul>
Parks and Recreation	<ul style="list-style-type: none"> <li>Provided Chaparral Trail support</li> <li>Identified parks engineering planner</li> </ul>	
Main Street	<ul style="list-style-type: none"> <li><b>Submitted National Main Street designation application</b></li> <li>Audie Murphy Day</li> <li>Farmers and Fleas</li> <li>Architectural assistance through Main Street Program</li> <li>Downtown business/building owner coordination</li> <li>Christmas Events</li> <li><b>Successful Jazz on Main concert</b></li> <li>Assist with development of Farmersville Heritage Museum</li> </ul>	<ul style="list-style-type: none"> <li>Receive National Main Street designation</li> <li>Audie Murphy Day</li> <li>Farmers and Fleas</li> <li>Architectural assistance through Main Street Program</li> <li>Downtown business/building owner coordination</li> <li>Christmas Events</li> <li>Assist with development of Farmersville Heritage Museum</li> <li>Help develop and promote downtown businesses via website</li> </ul>

Entity	2015 Accomplishments	2016 Goals
General	<ul style="list-style-type: none"> <li>• <b>Completed tasks to improve emergency readiness systems including emergency preparedness drill</b></li> <li>• Completed actions related to the 380 construction</li> <li>• <b>Partnered with the Collin College Small Business Development Center to benefit the business community</b></li> <li>• Reviewed downtown area for ADA compliance issues and set new plan</li> <li>• <b>Received State Comptroller Platinum Award</b></li> <li>• <b>Completed permitting for the Lexington Medical Lodge project</b></li> </ul>	<ul style="list-style-type: none"> <li>• Complete grant application for Collin County Open Space matching grant</li> <li>• Complete Main Street grant application to improve ADA issues downtown</li> <li>• Receive Texas Parks and Wildlife grant to improve the J.W. Spain Athletic Complex</li> <li>• Civic Center to host County elections</li> <li>• Install overhead projector in council chambers</li> <li>• <b>Document Finance procedures (payroll, money handling)</b></li> <li>• Implemented new and existing Record Management processes</li> <li>• Negotiate new refuse contract(s)</li> </ul>

Entity	2015 Accomplishments	2016 Goals
Public Works	<ul style="list-style-type: none"> <li>• <b>Completed project plan for the East Collin County Regional Wastewater Treatment Plant</b></li> <li>• Completed US 380 construction work</li> <li>• <b>Completed the following General Obligation projects</b> <ul style="list-style-type: none"> <li>◦ South Washington Overlay</li> <li>◦ Sid Nelson Overlay</li> <li>◦ Locust Street Overlay</li> <li>◦ Santa Fe Overlay</li> <li>◦ North Elevated Tank water line</li> <li>◦ Houston/Austin Street Water Line</li> <li>◦ Bob Tedford Drive Water Line</li> <li>◦ South Washington/Santa Fe Water Line</li> <li>◦ South Main/Abbey Sewer Line</li> </ul> </li> <li>• <b>Completed initial installation of the Farmersville Electric AMI system</b></li> <li>• <b>Completed Chaparral Trail Phase III</b></li> <li>• Finished remaining Public Works Service Center upgrades</li> <li>• Completed uniform change-over</li> <li>• Improved cross-training at customer service desk</li> <li>• Supported board and committee goals</li> <li>• Developed ADA plan for downtown area</li> <li>• Received 2 new backhoes</li> <li>• Received new chipper</li> <li>• <b>Set up distribution system outage report</b></li> </ul>	<ul style="list-style-type: none"> <li>• Complete the Main Street and Locust Street railroad crossings</li> <li>• <b>Complete the following General Obligation projects</b> <ul style="list-style-type: none"> <li>◦ Hamilton Street reconstruction</li> <li>◦ Street sign installation</li> <li>◦ Water system AMI</li> <li>◦ Hwy 78 waste water line</li> <li>◦ Audie Murphy Parkway forced main and lift station reconstruction</li> </ul> </li> <li>• <b>Complete Farmersville Electric AMI system</b></li> <li>• Finish remaining Public Works Service Center upgrades</li> <li>• Silent RR crossing</li> <li>• Complete uniform change-over</li> <li>• Streamline building permit process</li> <li>• Gain 1 wastewater class C employee</li> <li>• Get past sign permit documentation stored electronically</li> <li>• Improve cross-training at customer service desk</li> <li>• Support board and committee goals</li> <li>• Install generator system at City Hall</li> <li>• Reconfigure utilities and drainage behind the Candy Kitchen</li> <li>• Develop ADA plan for downtown area</li> <li>• <b>Set up standard parts process</b></li> <li>• <b>Set up distribution system outage report (water, sewer, electrical)</b></li> <li>• Get past sign permit documentation stored electronically</li> <li>• Reconfigure utilities and drainage behind the Candy Kitchen</li> <li>• Install generator system at City Hall</li> <li>• Parking lot lighting and concrete for Senior Citizens Center</li> <li>• Average billing</li> <li>• New jetting machine</li> <li>• Lift station retrofit</li> </ul>

Entity	2015 Accomplishments	2016 Goals
Police Department	<ul style="list-style-type: none"> <li>• <b>Start Citizens on Patrol Program</b></li> <li>• Prepared for Texas Police Chiefs Association re-recognition</li> <li>• <b>Completed train derailment exercise</b></li> <li>• Constructed of gun range</li> <li>• Procured speed trailer and speed tracking device with message board</li> <li>• <b>Added first shift personnel to aid Fire Chief</b></li> <li>• <b>Ordered 15 sets of bunker gear</b></li> <li>• Re-write Departmental By-Laws</li> <li>• <b>Passed Texas Commission on Fire Inspection certification</b></li> <li>• Pass Annual Pump Certification tests</li> <li>• Pass Annual Ladder tests</li> </ul>	<ul style="list-style-type: none"> <li>• Receive re-recognition Texas Police Chief Association</li> <li>• <b>Prepare for new county radio system deployment</b></li> <li>• <b>Apply for radio grant</b></li> <li>• Deploy physical fitness program</li> <li>• Apply for one position in the FBI National Academy</li> <li>• Active shooter training</li> <li>• <b>System-wide fire hydrant testing</b></li> <li>• Apply for PPE Grant from Texas Forestry Service</li> <li>• Pass Annual Pump Certification tests</li> <li>• Pass Annual Ladder tests</li> </ul>
Administration	<ul style="list-style-type: none"> <li>• <b>Redesigned the performance development process</b></li> <li>• <b>Improved pooled cash system</b> <ul style="list-style-type: none"> <li>◦ More training</li> <li>◦ Process improvement</li> </ul> </li> <li>• Improved travel expense reimbursement process</li> <li>• Improve reconciliation process to include pooled cash reports</li> <li>• <b>Implemented new auditing process with new auditors</b></li> </ul>	<ul style="list-style-type: none"> <li>• Cross training among all administrative staff</li> <li>• <b>Document and improve financial procedures</b> <ul style="list-style-type: none"> <li>◦ Cash Handling</li> <li>◦ Financial Reporting</li> </ul> </li> <li>• Maintain platinum level financial transparency</li> </ul>
Library	<ul style="list-style-type: none"> <li>• <b>Received a "Collection Development for Spanish" grant</b></li> <li>• <b>Received a "Book Drop Improvement" grant</b></li> <li>• Completed inventory of all library materials.</li> <li>• Completed "Free Little Library" project on the Square.</li> <li>• Received state library accreditation.</li> <li>• Transitioned one part-time employee to a full-time employee</li> <li>• <b>Reduced Municipal Court Warrant Officer backlog older than 2005</b></li> <li>• Issued 28% more warrants</li> <li>• Cleared 13% more warrants</li> <li>• Developed more relationships with nearby city warrant officers/ marshals for intelligence sharing.</li> <li>• Got more involved in public relations.</li> <li>• <b>Improved cross-training with administrative staff</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Collaborate with Museum Board concerning historical items.</b></li> <li>• Continue seeking grants to improve the library and its collections.</li> <li>• Maintain annual State Library Accreditation</li> <li>• <b>Reduce Municipal Court Warrant Officer backlog older than 2006</b></li> <li>• Participate in more continuing education (8 on-line classes)</li> <li>• Explore City Marshal role.</li> <li>• Continue improving cross-training with administrative staff</li> <li>• <b>Complete one interdepartmental process improvement project</b></li> </ul>

Entity	2015 Accomplishments	2016 Goals
Information Technology	<ul style="list-style-type: none"> <li>• Implemented new <b>INCODE/Administration server</b>.</li> <li>• Completed enterprise integration to all sites.</li> <li>• Developed enterprise network connectivity plan through fiber links</li> <li>• Installed new telephone system in City Hall with improved capabilities</li> </ul>	<ul style="list-style-type: none"> <li>• Develop enterprise security policy.</li> <li>• Deploy asset audit database.</li> <li>• Implement fiber network between City Hall and Public Safety Building</li> <li>• Improve Storage Area Network (SAN) availability and reliability</li> </ul>

**To: Mayor and City Council**

**From: Paula Jackson**

#### **Job Duties**

- **Assistant to the City Manager** – Research Documents on request, Scan Documents, Monthly Reports for Council. I sit in meetings with to assist with information. TCEQ monthly reports, Quarterly reports and Annual reports. And as needed
- **Assist with Public Works** – Order equipment and other needs. Order Uniforms, Rain Gear and Coats.
- **Assistant City Secretary** – Since January I have served as Interim City Secretary Helped with Agendas attend City Council meetings and covered this year's City Election. When the new Secretary takes her seat I will assist her as needed with agendas, minutes and ordinances and resolutions and fill in City Council meeting when needed.
- **Building Maintenance** – Schedule all repairs needed for the City Buildings: Heat/AC, exterminator, and plumbing, light replacements, pests control and appliance repair.
- **Developmental Services** –
  - **Permits** - Receive Date Stamp, Review to make sure it filled out properly send to Bureau Veritas for review. Simple Residential - add on or repair Bureau Veritas will review in house. All Commercial plans go into Bureau Veritas Office by Currier. Also review by Daniel and Brown and Fire Marshal. When plans are finished with the review and approved then it gets a permit number and the permit is then sold to the customer.
  - **Signs** – Receive Date Stamp, will need completed permit form, drawing with the height and width and picture of the sign how will look on the building with measurements of the building where the sign will be placed. After all review is completed and approved a letter of approval will be written.
  - **Plats** – Receive Date Stamp, Take Retainer Fee and send to Daniel and Brown. When it returns it goes to the City Secretary's office for start process Planning and Zoning and City Council approval.
- **Surveys** – Collect and enter data for annual building permits, population, and water.
- **Utility** – Work closely with the Services Coordinator with the following: service orders, Customer service, take payments, set up new accounts, final account, and help with special items such as the new average billing. Continue ongoing training with the Service Coordinator.
- **Aid to Account Payable** – Code all public works invoices and credit card receipts, set up new vendors for accounts payable and make daily deposits when Daphne is out and take them to the bank. Crossing training.
- **Aid to Municipal Court Clerk** – Fulfill duties in the absence of the Court Clerk with is out: by taking payments and making the daily deposit, set up payment



arrangements and signing people up for Defensive Driving and Deferred adjudication. I will continue to develop my skills related to this position.

**Liaison for Senior Citizen Advisory Board** – Prepare agenda for each meeting and take the minutes and assist them with any and all research needed.

**To: Mayor and City Council**  
**From: Daphne Hamlin**

<b>POSITION:</b> Finance/Human Resource/Accounts Payable	<b>DEPARTMENT:</b> Administration	<b>REPORTS TO:</b> City Manager
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**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A DAILY BASIS:**

- Verify daily utility and court payments. Post to general ledger and deposit in bank
- Verify daily Ad Valorem Deposits

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A WEEKLY BASIS:**

- Process all account payable checks
- Maintain vendor files
- Issue Purchase orders as needed

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A BI-WEEKLY BASIS:**

- Process Payroll
- Prepare EFTPS Payments
- Maintain all personnel related documents.

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A MONTHLY BASIS:**

- Prepare Financial Statements for City of Farmersville, FEDC, and FCDC and submit to Council
- Prepare Agenda for FEDC and accounts payable checks
- Prepare minutes for FEDC
- Prepare Accounts Payable checks for FCDC
- Prepare Accounts Payable, Wire/Ach Transactions, and Payroll Register for website.
- Report to TMRS for Employee Retirement plan
- Report to TML for Employee Health Insurance plan
- Prepare Sales Tax report and submit to State Comptroller Office
- Wire Transfer Sales tax portion to FEDC and FCDC
- Wire Transfer Energy monthly charges
- Maintain all Checking and Savings accounts

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A QUARTERLY BASIS**

- Submit 941 Quarterly report
- Submit TWC Quarterly report

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A SEMI-ANNUAL BASIS:**

- Submit Certificate of Obligation and Bond Payments
- Begin Process of revised and new budgets

**ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES ON A ANNUAL BASIS:**

- Present Revised and New Budget
- Prepare Tax Rate
- Prepare for Annual Audit

- Close out Fiscal Year in software system
- Prepare 1099 and W-2



## Description of Responsibilities & Daily Duties

Jeremy Jones

Electric Department Supervisor/Foreman

As with the majority of City of Farmersville employees, I am required to wear multiple hats at any given time; safety inspector, material manager, tool & equipment manager, fleet manager, budget analyst, automated meter infrastructure coordinator, trouble shooter, crew foreman, journeyman lineman, gofer, customer service representative, project engineer, jobsite inspector, warehouse manager, etc. (in no particular order). Also, there's the moments when my duties overlap into account maintenance, human resources, and other departments within public works and the rest of the city.

On any given day I could be expected to be found doing any and all of the following:

- working in the field
- maintaining account records
- ordering material
- researching electrical codes
- inspecting completed jobs
- coordinating with surrounding power providers
- engineering new jobs
- coordinating with the rest of public works
- job briefings
- electrical line locates
- maintaining the AMI (automated metering infrastructure)
- outage response
- assigning service orders to field personnel
- time entry approval
- completing service connects, disconnects, and reading requests
- budget analysis
- coding and consolidating expenditures
- coordinating with outside contactors
- investigating trouble calls
- electric system inspection
- picking up material
- vegetation control
- repairing tools and equipment
- coordinating with supply vendors
- ordering tools and equipment
- most of the things that Loni wants
- investigating delinquent accounts
- anything Paula Jackson wants
- maintaining statistical reports
- everything that Ben White wants
- generating usage reports
- supervising job sites
- communicating with customers

Agenda Section	Consent Agenda
Section Number	III.B
Subject	City Council Minutes
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Council Minutes for May 10 <sup>th</sup> , 17 <sup>th</sup> , 24 <sup>th</sup>
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>



**Farmersville**  
DISCOVER A TEXAS TREASURE

**FARMERSVILLE CITY COUNCIL  
REGULAR SESSION MINUTES  
May 10, 2016, 6:00 P.M.  
Council Chambers, City Hall  
205 S. Main Street**

**I. PRELIMINARY MATTERS**

- Mayor Helmberger called the meeting to order at 6:00pm. Council members Hesse, Caspari and Foy were present. John Politz and John Klostermann were absent. Pastor Clint Brown led the Invocation. Mayor Helmberger led the Pledges to the Flag of the United States and the Texas Flag.
- Announcements
  - Calendar of upcoming holidays and meetings
  - City offices will be closed on Monday, May 30<sup>th</sup> in observance of Memorial Day
  - Final votes for the May 7<sup>th</sup> election will be not be tabulated until overseas and military voting is complete on Friday, May 13<sup>th</sup>. A special meeting will be called to swear in newly elected officials. The Meeting will be held May 17<sup>th</sup> at 7:15pm.
  - The Farmersville Chamber of Commerce Annual Banquet will be on Friday, May 13<sup>th</sup> at Bear Creek Ranch Event Center at 7pm. Tickets are available at [www.FarmersvilleChamber.com](http://www.FarmersvilleChamber.com) or at the Chamber of Commerce Office. Tickets to the event have now sold out but raffle tickets are available.
  - The Fire Department's Annual Fish Fry is Saturday, May 14<sup>th</sup> at the High School from 4-9p.m. Cost is \$11.00 for adults and \$6.00 for children. There is a raffle with prizes of 50" television, \$250.00 visa card, smoker, and a quilt. Tickets are \$1.00 each. There will also be a silent auction for items donated from various businesses and individuals. You do not need to be present to win.
  - Proclamation of May as Motorcycle Safety & Awareness Month: 5 local groups were present to accept the Proclamation.

## II. CONSENT AGENDA

- Mayor Helmberger pulled Item G: Public Works Report, Michael Hesse pulled Items C & D: Code Enforcement/ Animal Control and Fire Department Report
- Motion to approve all other reports was made by Leaca Caspari
- 2<sup>nd</sup> to approve was made by Jim Foy
- All council members voted in favor thereby approving City Council Minutes, Police Department Report, Municipal Court Report, Warrant Officer Report, Library Report and City Manager's Report
  
- Item C: Code Enforcement/ Animal Control: Michael Hesse questioned the form and look of the Animal Control report as it is difficult to read. He asked if an Excel format could be used for this. Chief Sullivan said that at this time, the report is generated from a specific program that cannot be manipulated. However, he will look into it.
  - Motion to approve was made by Michael Hesse
  - 2<sup>nd</sup> to approve was made by Leaca Caspari
  - All council members voted in favor thereby approving the reports
- Item D: Fire Dept. Report: Michael Hesse pointed out that the report was for January 2016 instead of April 2016. This was an oversight by city staff. Mr. Hesse did not request to see the April report.
- Item G: Public Works Report: Mayor Helmberger asked Ben White to explain the electrical report and in particular the FISD electrical situation. Mr. White went into detail regarding an error that resulted from an incorrect demand reading. The city billing clerk at the time, did not catch the error and neither did FISD. The school recently called the City within the last month and questioned the rates. The City looked at it and recognized the error. Because the City grossly overcharged the FISD, the FISD requested a one-time refund check with the understanding that the City may not be able to do that right away. Ben White said he will be refunding FISD and will bring that to Council's attention when that takes place. Mayor Helmberger asked how we can prevent something like this from happening in the future. Ben White explained that the software program for billing has to be run completely. The past billing clerk overlooked this. The current billing clerk is on top of doing this and is very thorough. Mr. White also asked that the FISD always check their bill and call the City if they questions or concerns. Michael Hesse asked if there were similar problems with other commercial businesses. Ben White responded that he does not think so, and he had one of the electrical employees review all of those accounts.
- Jim Foy asked if Rambler Park and the splash pad were ready to open. Ben White said they are about ready to go.
  - Motion to approve was made by Jim Foy
  - 2<sup>nd</sup> was made by Michael Hesse
  - All council members were in favor thereby approving the Public Works report

### **III. INFORMATIONAL ITEMS**

- Leaca Caspari pulled Item F.: Main Street Report and Item H.: Library Report
- Adah Leah Wolf addressed the Council on the status of the National Register Nomination saying that THC has pushed it back again and intends to present to State Board of Review in September. She read Greg Smith's email stating that he was not able to get everything done in time for May's meeting.
- Trisha Dowell address the Council regarding the library and Civic Center. Ms. Caspari noticed that the Civic Center is in the black and asked Ms. Dowell if fees have increased. She said they have not, there is just more use that generates more rent. Ms. Dowell went on to explain the current state of obtaining funds from Collin County for the library. The county libraries have been getting together to put a plan in place to take to Judge Self and Commissioner Hill. They had their meeting with them and the plan suggested dropping the funding for the larger libraries so that the money gets to the smaller libraries that really need it. Ms. Dowell said the larger libraries were extremely supportive in fighting for the smaller libraries. The money is to be used for economic development, children's advocacy, or libraries and will not be given annually; they (library) will probably have to fight for it every year.

### **IV. READING OF ORDINANCES**

- A. Second reading to consider, discuss, and act upon the Average Billing Ordinance
  - Alan Lathrom, City Attorney, explained that there was a change in the title, as well as some modifications to wording as requested in the previous council meeting. Mr. Foy said the changes took care of his previous concerns.
    - Motion to approve was made by Jim Foy
    - 2<sup>nd</sup> to approve was made by Leaca Caspari
    - All council members voted in favor thereby approving the ordinance
- B. Second reading to consider, discuss, and act upon the Master Fee Schedule for Average Billing
  - Mr. Lathrom said there was a slight change in the title section so that this ordinance correctly correlates with the Average Billing Ordinance
    - Motion to approve was made by Jim Foy
    - 2<sup>nd</sup> to approve was made by Leaca Caspari
    - All council members were in favor thereby approving the ordinance

### **V. REGULAR AGENDA**

- A. Consider, discuss, and act upon pursuing a Watershed Management Plan for the City of Farmersville
  - Galen Roberts from NTMWD spoke to Council about developing strategies for water management. NTMWD is looking to member cities for feedback on doing this if there is an understanding and desire to do this.



Mr. Roberts used a power point presentation. The slides can be found at the end of this documents or by clicking the below link:



## Watershed Planning and Protection for Lavon Lake



**Galen Roberts**  
*Watershed Manager*  
NTMWD

*May 10, 2016*

- After Mr. Roberts concluded his presentation and asked for comments or questions. Ben White mentioned that there is no cost to the city to participate. NTMWD will cover all costs. Mr. Roberts reiterated that NTMWD is simply looking for feedback from cities and asking for their participation. Ben White feels this is a good preventative measure. Mayor Helmberger agrees that this would help with controlling water quality, though he is a little confused as to how it is not regulatory. He asked what the repercussions are if it is not followed. Mr. Roberts said there are none; the document serves as a guide and living document.
  - Michael Hesse asked how other cities have responded. Roberts said the plan has been very well received, mostly because it will the plan will help to keep TCEQ out. Jim Foy asked what kind of management is required. Roberts responded that the plan can be defined specifically to what you want. The plan can provide what may be needed or required on the horizon. Michael Hesse asked what the timeline was for implementation. Mr. Roberts stated the NTMWD is currently collecting information (Phase I); development (Phase II) should begin later this year.
  - Mayor Helmberger said we should move forward with this and directed staff to proceed with participation.
- B. Consider, discuss, and act upon a resolution adopted by the Farmersville Economic Development Corporation (4A) recommending approval of a project to study the Zoning Ordinance
- Mayor Helmberger said 4A wants to fund a rewrite of the zoning ordinance. It is in dire need of this. Mr. Foy stated that they are recommending that it goes through the planning and approval phases. He

is in agreement that it needs to be rewritten. Doing so will help make it less cumbersome to interpret. Council recommendation is to have staff instruct P&Z to perform rewrite of zoning ordinance. Mayor pointed out that Item V.C. notes this change on the 4A Project list.

- Motion to approve was made by Jim Foy
  - 2<sup>nd</sup> to approve was made by Leaca Caspari
  - Michael Hess asked which item was added to the project list as he is confused by the cost and project list. He asked if the list could be amended/updated to reflect the project and cost.
  - Motion to amend the project list and move forward with rewrite was made by Jim Foy.
  - 2<sup>nd</sup> to approve was made by Leaca Caspari.
  - All council members were in favor thereby approving the project list and potential zoning ordinance rewrite
- C. Consider, discuss, and act upon an amended project list for the Farmersville Economic Development Corporation (4A) (SEE ABOVE)
- D. Consider, discuss, and act upon a contract between the City of Farmersville and Morton Construction for the Audie Murphy Parkway East wastewater project
- Ben White asked that no action be taken because the incoming council needs to be consulted to be sure they support the project before moving forward. Mayor Helmberger agreed.
  - NO ACTION, NO MOTION
- E. Consider, discuss, and act upon possible TxDOT landscaping and monument sign projects
- Ben White spoke to TxDOT landscape architect. TxDOT will install anything the City wants if the City pays for it and maintains it. Mr. White suggested that the City come up with a low-maintenance landscape plan for the right-of-ways, but noted that it this can apply anywhere. He wanted to let council know that this option to use TxDOT is available. Mayor Helmberger said to move forward.
- F. Consider, discuss, and act upon a resolution authorizing that the City of Farmersville supports the creation of the North Texas Regional 9-1-1 Emergency Communications District
- Mayor Helmberger informed Council that Leaca Caspari received a letter regarding the 911 Emergency Communications District. He thinks it is important to support NTXCOG in doing this as it brings money from Austin and puts it back into North Texas region. Michael Hesse would like to see the wording changed a bit to guarantee that the money makes it back to North Texas.
  - Motion to approve was made by Leaca Caspari
  - 2<sup>nd</sup> to approve was made by Michael Hesse
  - All council members were in favor thereby approving the resolution

- G. Consider, discuss, and act upon a resolution objecting to and opposing the planning, design, conversion and designation of HWY 380 and HWY 78 as limited access roadways
- Mayor Helmberger stated that he brought this before Council last meeting and reiterated that there is a need for further planning and funding for other alternatives. Mr. Foy said the resolution says what it needs to say especially Section 4, "Other options".
    - Motion to approve was made by Leaca Caspari
    - 2<sup>nd</sup> to approve was made by Jim Foy
    - All council members were in favor thereby approving the resolution

**VI. PUBLIC COMMENT**

1. Donna Williams: Thanked Mayor Helmberger for his service. Stated that at the last council meeting, council approved the removal of the trees at the corner near her store. She said the trees present a safety hazard and block the stop signs. She would like to know when the trees will be removed.
2. Pam: She was not allowed to vote in the election. She wants to know how people outside of the city limits but within the ETJ can better work with the city to have a voice.
3. Linda Barnett: Before removing an element of beauty, she believes we need to take a step back and think about what makes Farmersville unique.
4. Anne Hall: Thanked the people that got voted out.

**VII. REQUESTS TO BE PLACED ON FUTURE AGENDAS**

- No items requested

**VIII. ADJOURNMENT**

Meeting was adjourned at 7:11pm.

**APPROVED:**

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Diane C. Piwko, Mayor

**ATTEST:**

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Paula Jackson, Interim City Secretary



**FARMERSVILLE CITY COUNCIL  
SPECIAL SESSION MINUTES  
May 17, 2016, 7:15 P.M.  
Council Chambers, City Hall  
205 S. Main Street**

**I. PRELIMINARY MATTERS**

- Mayor Helmberger called the meeting to order at 7:15pm. Council members Klostermann, Caspari, and Foy were all present. Hesse and Politz did not attend. Also present were the Diane Piwko, Mike Hurst and Donny Mason Mayor Pro Tem Jim Foy led the Invocation. Mayor Helmberger led the Pledges to the Flag of the United States and the Texas Flag.

**II. REGULAR AGENDA**

- A. Consider, discuss, and act upon a resolution canvassing returns and declaring the results of the May 7<sup>th</sup>, 2016 City of Farmersville General Election.
  - Motion to approve was made by Leaca Caspari
  - 2<sup>nd</sup> to approve was made by Jim Foy
  - All council members were in favor thereby approving the canvassing of the votes.
- B. Swearing in the newly elected City Council Members
  - Interim City Secretary Paula Jackson Administered the Statement and the Oath of Office to the New Mayor Diane Piwko and New Councilmen Mike Hurst and Donny Mason
  - The Newly Elected Mayor and Councilmen took their seats to resume the meeting

**III. REQUESTS TO BE PLACED ON FUTURE AGENDAS:**

- Leaca Caspari requested that the Council adopted Roberts Rules of Order
- Leaca Caspari requested to look into a Tree Ordinance

**IV. ADJOURNMENT**

Meeting was adjourned at 7:22

**APPROVED:**

---

Diane Piwko, Mayor

**ATTEST:**

---

Paula Jackson, Interim City Secretary



**FARMERSVILLE CITY COUNCIL  
REGULAR SESSION MINUTES  
May 24, 2016, 8:30 P.M.  
Council Chambers, City Hall  
205 S. Main Street**

**I. PRELIMINARY MATTERS**

- Mayor Piwko called the meeting to order at 8:30. Council members Klostermann, Mason, Hesse, Hurst and Caspari were all present. Paul Kelly was present to lead the Invocation. Mayor Piwko led the Pledges to the Flag of the United States and the Texas Flag.

**II. PUBLIC COMMENT**

None

**III. REGULAR OF ORDINANCES**

- A. First and only reading to consider, discuss and act upon Atmos Energy RRM.  
Jeanette Mosier with ATMOS was there to answer any questions. Michael Hesse ad several question and Ms. Mosier handed out the following explanation:

**Atmos 2016 RRM Rate Filling**

- Atmos Energy Mid-Tex Division initiated a Rate Review Mechanism (RRM) process, in collaboration with its cities, from 208 through 2011. Following the 2012 rate case (i.e., GUD 10170), Atmos Energy and the city coalitions expressed mutual interest in creating a new RRM process.
- The RRM is a systematic process collaboratively developed by Atmos Energy (Mid-Tex Division) and the city coalitions, specifying how rates will be set over a specified period of time.
- Benefits of the RRM process:
  - Suspends Gas Reliability Infrastructure Program (GRIP) filings
  - Avoids costly rate case expenses that would be borne by customers
  - Provides transparent process for annual review of all Company expenses and investment
  - Provides for certain caps and discounts negotiated by your attorneys
  - Limits growth to residential customer charge
- Overall impact to customers:

- Average Residential customer (using 46.8 Ccf a month) will have an increase of \$1.26/month or 2.43%
- Average Commercial customer (using 376.4 Ccf a month) will be an increase of \$3.81/month or 1.43%
- Average Industrial customer (4,379 MMBtu) will have an increase of \$102.72/month or 1.98%
- Average Transportation customer (4,379 MMBtu) will have an increase of \$102.72/month or 2.80%
- Motion to approve was made by John Klostermann
- 2<sup>nd</sup> to approve was made by Michael Hesse
- All council members were in favor

B. First and only reading to consider, discuss, and act upon Sharyland Rate Structure

Council turn to City Manager Ben White for information, he stated that Schneider Engineering has reviewed the information and agrees the Ordinance to deny is in order. Mr. White also conformed this is only for the Farmersville Utility area

- Motion to approve was made by Leaca Caspari
- 2<sup>nd</sup> to approve was made by Michael Hesse
- All council members were in favor

#### IV. REGULAR ADGENDA

A. Consider, discuss, and act upon the election of Mayor Pro-Tem and Treasurer

Mayor Pro-Tem:

- Motion to elect Mike Hurst as Mayor Pro-Tem was made by Donny Mason
- 2<sup>nd</sup> to motion was made by Michael Hesse
- All council members were in favor

Treasurer:

- Motion to elect Michael Hesse as Treasurer was made by Mike Hurst
- 2<sup>nd</sup> to the motion was made by John Klostermann
- All council members were in favor

B. Consider, discuss, and act upon the assignment of council liaisons to city boards and commissions

After discussion the following are the liaisons for boards and commission:

- |   |                     |
|---|---------------------|
| • Farmersville Economic Development Corporation (4A)  | Mike Hurst          |
| • Farmersville Community Development Corporation (4B) | Leaca Caspari       |
| • Building and Property Standards Commission          | Donny Mason         |
| • Planning and Zoning Commission                      | John Klostermann    |
| • Parks and Recreation Board                          | Diane Piwko         |
| • Senior Citizen Advisory Committee                   | Leaca Caspari       |
| • Library and Civic Center Board                      | Diane Piwko         |
| • Farmersville Tax Increment Reinvestment Zone        | Diane Piwko         |
| • Capital Improvement Advisory Commission             | Planning and Zoning |

**V. REQUESTS TO BE PLACED ON FUTURE AGENDAS:**

- Leaca Caspari requested that the Council adopted Roberts Rules of Order
- Leaca Caspari requested to look into a Tree Ordinance

**VI. ADJOURNMENT**

Meeting was adjourned at 8:57

APPROVED:

\_\_\_\_\_  
Diane Piwko, Mayor

ATTEST:

\_\_\_\_\_  
Paula Jackson, Interim City Secretary



Agenda Section	Consent Agenda
Section Number	III.D
Subject	City Financial Reports
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Financial Reports
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>

## MEMO

To: Benjamin White, City Manager

From: Daphne Hamlin, City Accountant

Date: May 19th, 2016

Subject: April 2016 Budget Report

The monthly budget report will focus on the analysis of budgetary variances of the revenues and expenditures of each of the major operating funds and project the impact on available fund balance. As a benchmark for comparison, we'll bear in mind that as of the end of April, 7/12 months or 58.33% of the fiscal year has passed. For revenues and expenditures occurring evenly throughout the year, we expect to have used or collected close the 58.33% level, and to have 41.67% remaining budget for the remaining of the year.

Presented in this format are: 1) an executive summary describing current budget issues, 2) budgetary comparison schedules of each major operating fund of the city, and 3) a fiscal year to date activity summary for cash and investments.

### **Executive Summary**

The major operating funds that are part of the annual operating budget of the city are the general, water & wastewater, refuse, and electric funds.

### **General Fund**

Total revenues in the general fund are 66.08% collected and total expenses are 60.37%

Ad Valorem collections currently received is 94.48%. Previous month was at 100%. Due to decrease transferred \$54,833.94 to the TIRZ Fund.

Sales Tax current collection rate @ 59.62%.

Municipal Court Revenues currently collected is 38.64%. Court is expecting to see increase in fine payment within the next few months.

Interest Earned is up from last year. We are currently have exceeded expectations and budget amendments will follow to allow for changes.

### **Refuse Fund**

Total revenues are 58.87 and total expenses are 48.02%.

### **Water & Wastewater Fund**

Total revenues for the Water Fund are 56.08% Total revenues for the Wastewater Fund are 55.72%

Water expenses in Administration are 59.16%. Water Department overall expenditures are 53.86%

Wastewater expenses are 59.07%.

#### Electric Fund

Total revenues are 47.13%; the expenses are at 56.71% and include transfers to general fund.

#### Cash Summary

The cash summary is attached.

# SUMMARY OF CASH BALANCES APRIL 2016

ACCOUNT: FNB (0815)	Interest Earned	Restricted	Assigned	Account Balance
<b>Clearing Accounts</b>				
General Fund			\$ 534,808.28	
Permit Fund			\$ (6,283.08)	
Refuse Fund			\$ 64,935.11	
Water Fund			\$ (342,943.27)	
Wastewater Fund			\$ 295,844.72	
Electric Fund			\$ (140,205.31)	
SRO Support ISD	\$ 7,714.36			
CC Child Safety	\$ 23,487.86			
2012 Bond	\$ 108,996.65			
Law Enf Training	\$ 1,164.11			
Disbursement Fund	\$ (190,031.91)			
Library Donation Fund	\$ 2,098.58			
Court Tech/Sec	\$ 21,174.26			
Grants	\$ (533,260.63)			
CC Bond Farmersville Parkway	\$ 180,000.86			
CC Bond Floyd	\$ (49,667.75)			
Equipment Replacement	\$ 5,322.29			
<b>TOTAL:</b>	<b>\$ 10.26</b>	<b>\$ (423,001.32)</b>	<b>\$ 406,156.45</b>	<b>\$ (16,844.87)</b>
<b>Debt Service Accounts</b>				
County Tax Deposit (FNB 0807)(Debt Service)	\$ 70.74	\$ 207,614.16		
Debt Service Reserve (Texpool 0014 ) (2 months rsv )	\$ 29.97	\$ 107,939.58		
<b>TOTAL:</b>	<b>\$ 100.71</b>	<b>\$ 315,553.74</b>		<b>\$ 315,553.74</b>
<b>Appropriated Surplus Investment Accounts</b>				
Customer meter deposits (Texpool 0008)	\$ 29.89	\$ 107,730.83		
2012 G/O Bond, streets, water, wastewater (Texstar 0	\$ 748.40	\$ 2,275,993.05	-	
<b>TOTAL:</b>	<b>\$ 778.29</b>	<b>\$ 2,383,723.88</b>	<b>\$ -</b>	<b>\$ 2,383,723.88</b>
<b>Unassigned Surplus Investment Accounts</b>				
Gen Fund Acct. (Texpool 0004)( Reso. 90 Day Reserve	\$ 240.73	\$ 668,525.00	\$ 198,175.00	
Refuse Fund Acct. (Texpool 0009)	\$ 35.49	\$ 127,766.84		
Water/WW Fund (Texpool 0003)(Operating 90 day)	\$ 164.61	\$ 592,847.09		
Water/WW Fund (Texpool 00017)(Capital)	\$ 209.43	\$ 754,111.32		
Elec. Fund (Texpool 0005) (Operating)	\$ 13.89	\$ 50,000.00		
Elec. Fund (Texpool 0016)(Capital)	\$ 89.07	\$ 320,715.09		
Elec. Surcharge (Texpool 0015)	\$ 33.63	\$ 121,071.89		
Money Market Acct. (FNB 092)	\$ 9.01		\$ 73,298.72	
<b>TOTAL:</b>	<b>\$ 795.86</b>	<b>\$ 2,635,037.23</b>	<b>\$ 271,473.72</b>	<b>\$ 2,906,510.95</b>
<b>Contractor Managed Accounts Nonspendable</b>				
NTMWD Sewer Plant Maint. Fund		\$ 18,100.17		
<b>TOTAL APPROPRIATED SURPLUS</b>		<b>\$ 18,100.17</b>	<b>\$ -</b>	<b>\$ 18,100.17</b>
<b>TOTAL CASH &amp; INVESTMENT ACCOUNTS</b>		<b>\$ 4,929,413.70</b>	<b>\$ 677,630.17</b>	<b>\$ 5,607,043.87</b>

# SUMMARY OF CASH BALANCES APRIL 2016

FEDC 4A Board Investment & Checking Account				
FEDC 4A Checking Account (Independent Bank 7909)	\$ 1.74	\$ 53,540.84		
FEDC 4A Investment Account (Texpool 0001)	\$ 171.57	\$ 617,770.46		
FEDC 4A Certificate of Deposit (Independent Bank)	\$ 74.11	\$ 250,000.00		
<b>TOTAL:</b>	<b>\$ 247.42</b>	<b>\$ 921,311.30</b>	<b>\$ -</b>	<b>\$ 921,311.30</b>

FCDC 4B Board Investment & Checking Account				
FCDC 4B Checking Account (Independent Bank 3035)	\$ 2.97	\$ 78,914.01		
FCDC 4B Investment Account (Texpool 0001)	\$ 23.65	\$ 84,996.20		
<b>TOTAL:</b>	<b>\$ 26.62</b>	<b>\$ 163,910.21</b>	<b>\$ -</b>	<b>\$ 163,910.21</b>

TIRZ Account				
County Tax Deposits (FNB 01276)	\$ 4.65	\$ 114,282.98		
<b>TOTAL:</b>		<b>\$ 114,282.98</b>	<b>\$ -</b>	<b>\$ 114,282.98</b>

Note: Salmon color used to indicate an item dedicated to a specific project or need

The Public Funds Investment Act (Sec. 2256.008) requires the City's Investment Officer to obtain 10 hrs. of continuing education each period from a source approved by the governing body. Listed below are courses Daphne Hamlin completed to satisfy that requirement:

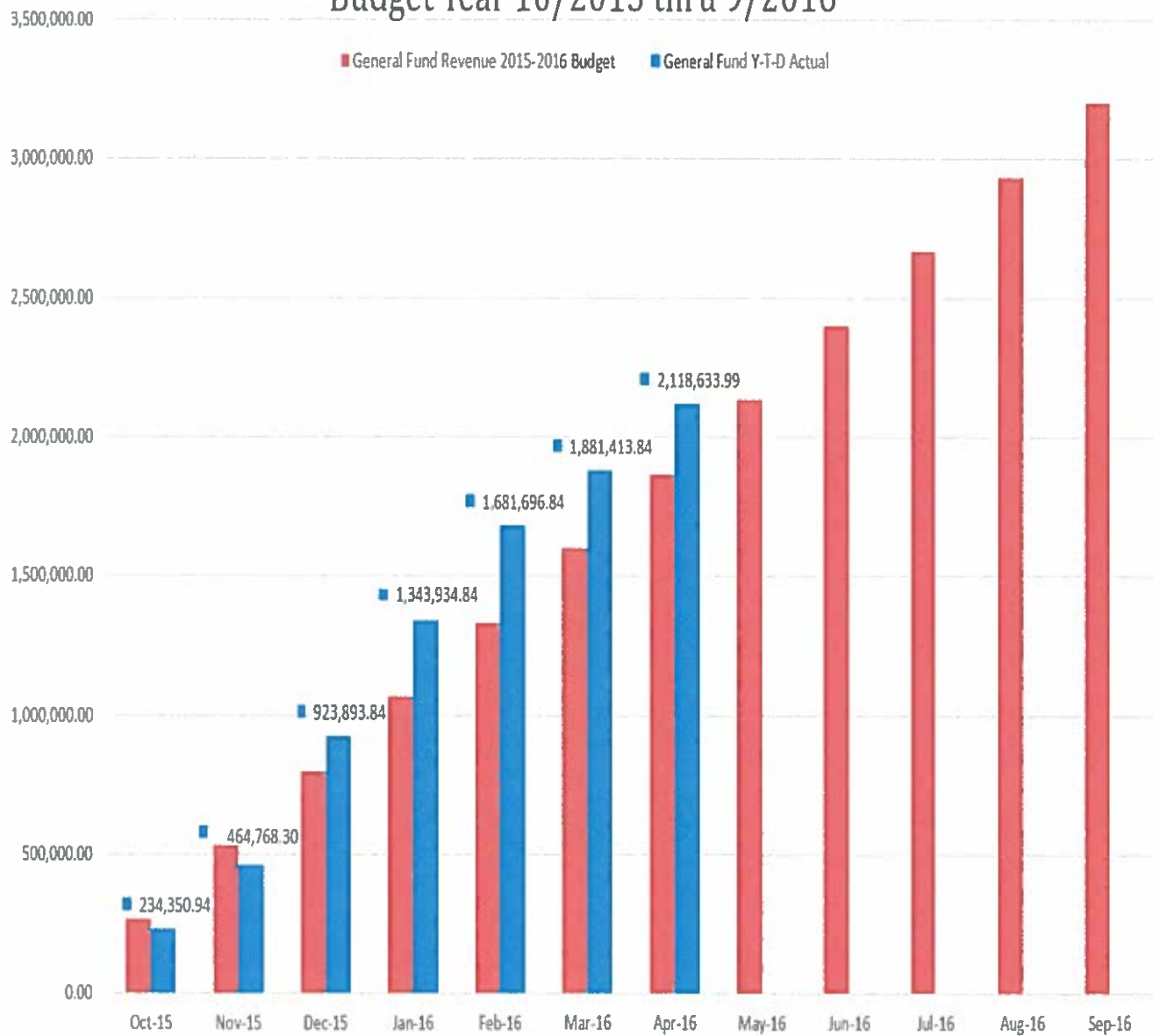
10-2014 NCTCOG - Public Funds Inv Act.

I hereby certify that the City of Farmersville's Investment Portfolio is in compliance with the City's investment strategy as expressed in the City's Investment Policy (Resolution 99-17, and with relevant provisions of the law.

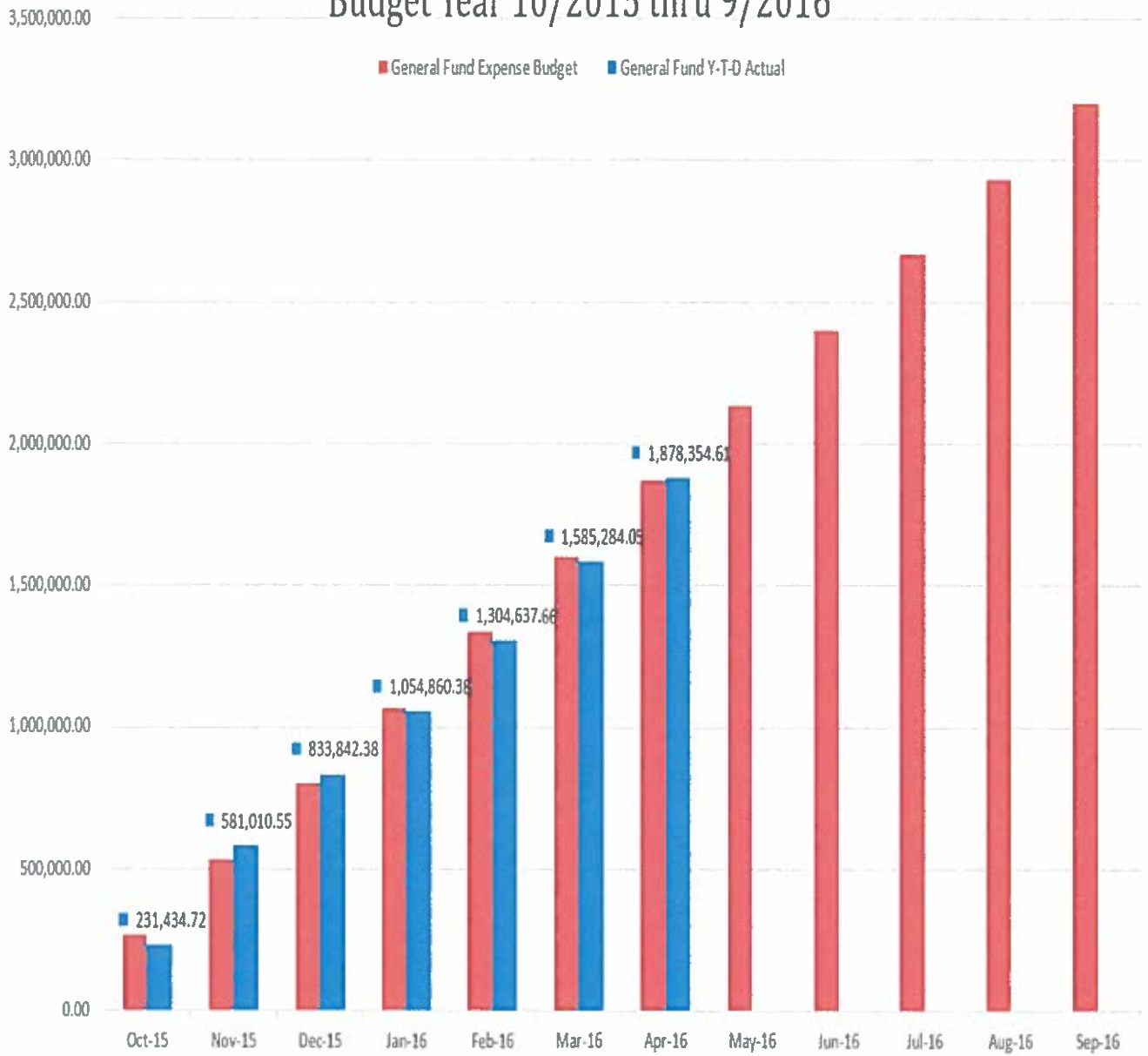
**Daphne Hamlin**

Daphne Hamlin, City Investment Officer

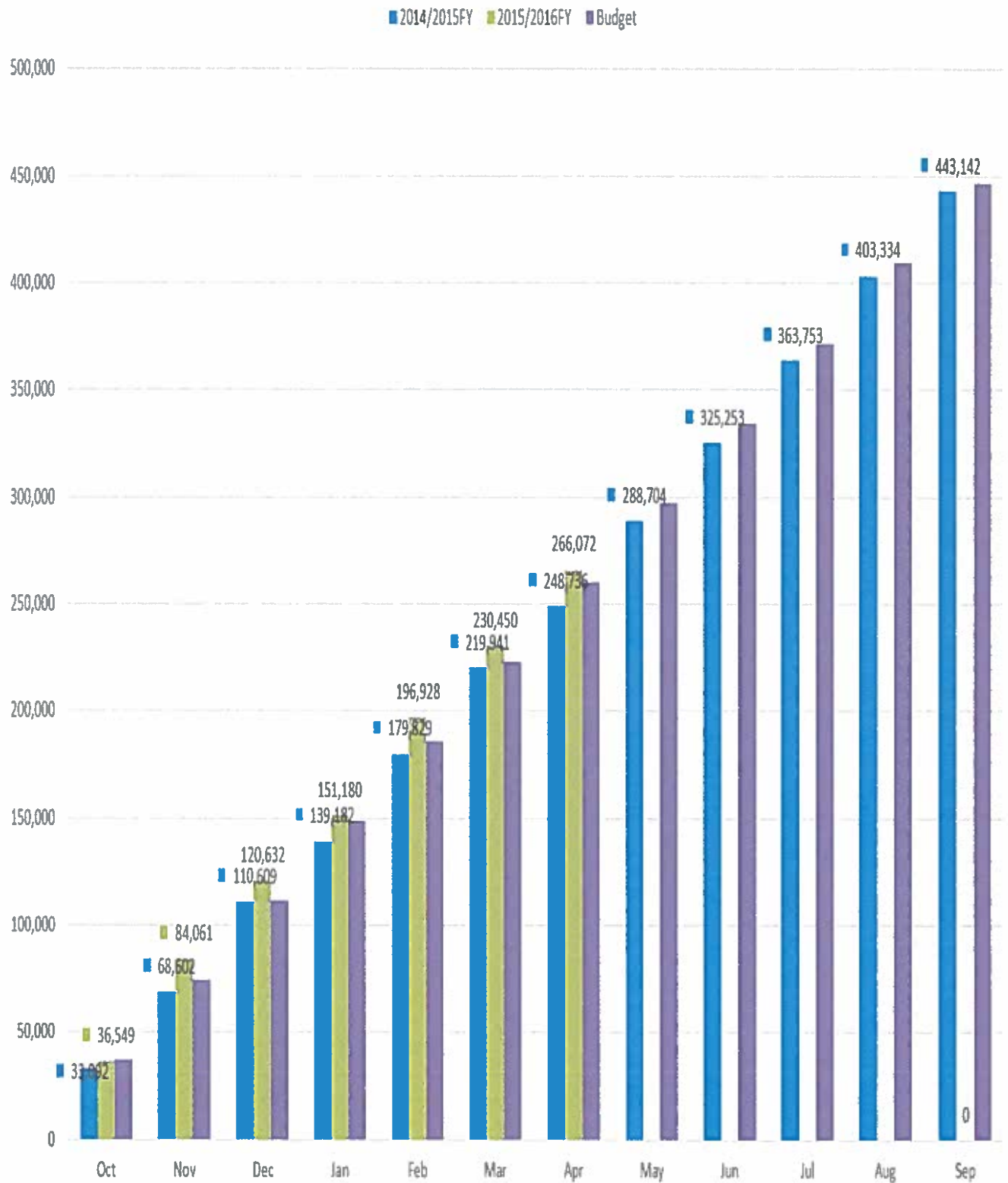
## General Fund Revenue Progress Budget Year 10/2015 thru 9/2016



## General Fund Expense Budget Year 10/2015 thru 9/2016

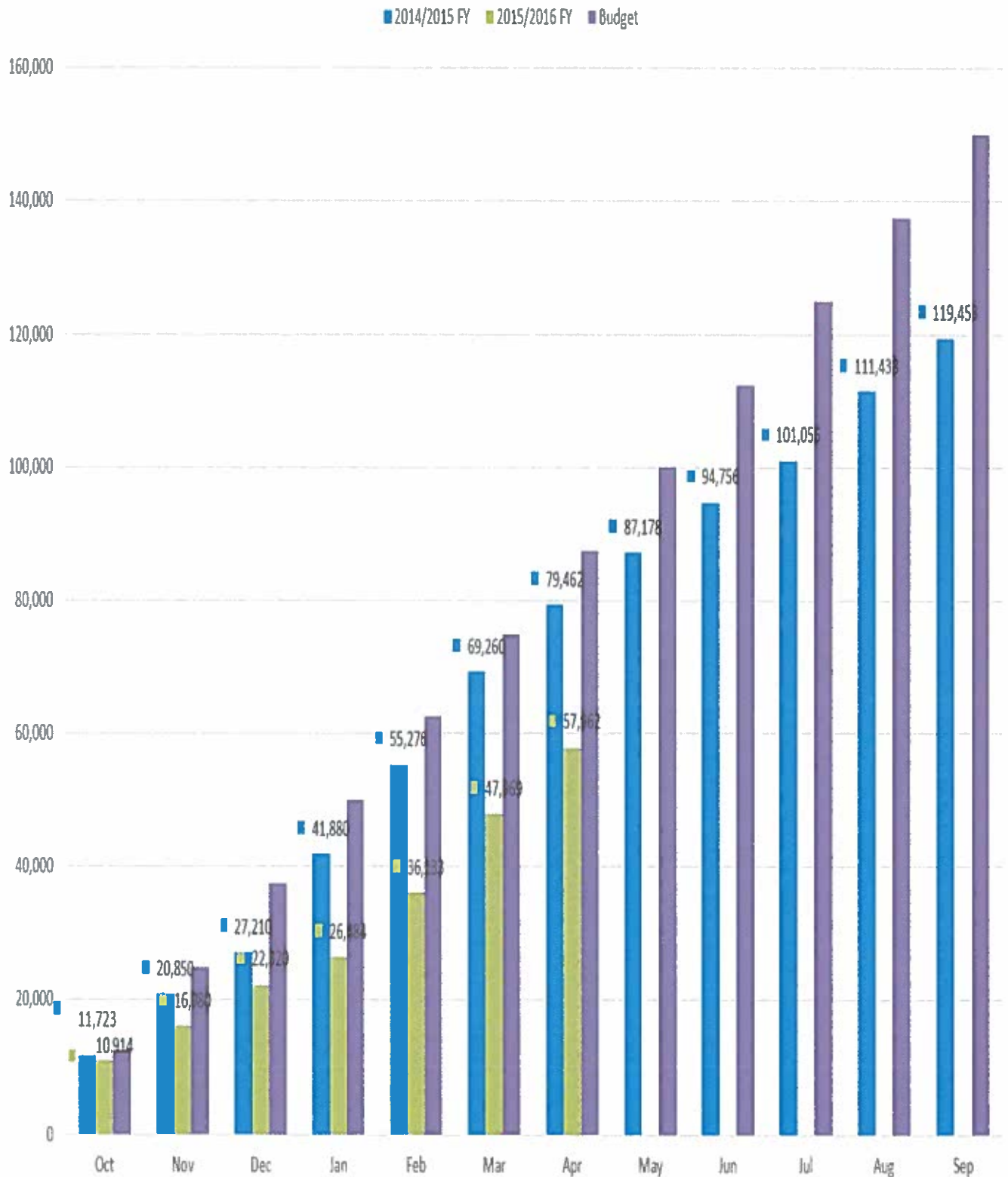


# Sales Tax Chart Comparison

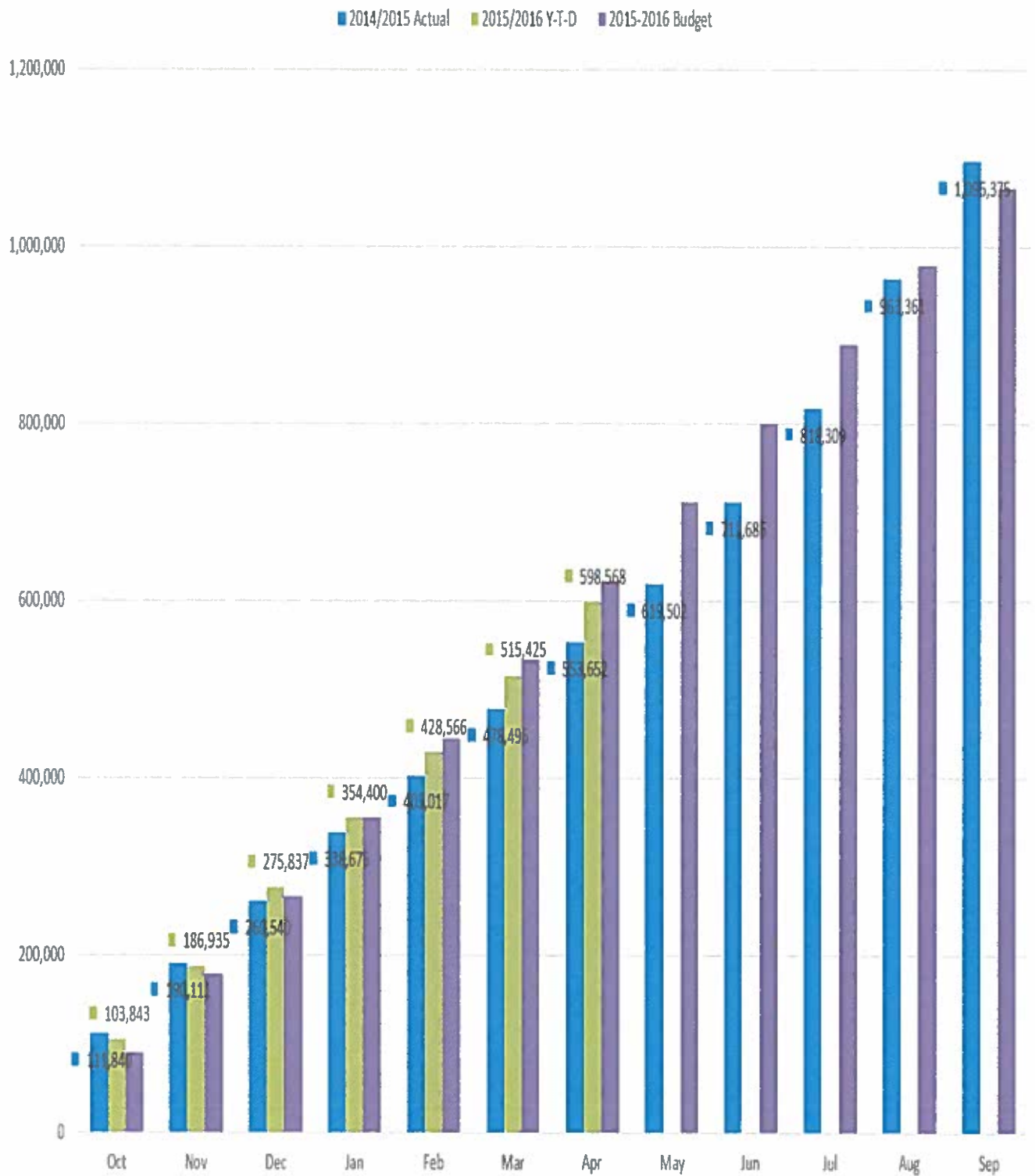




# Municipal Court Revenue Comparison Chart

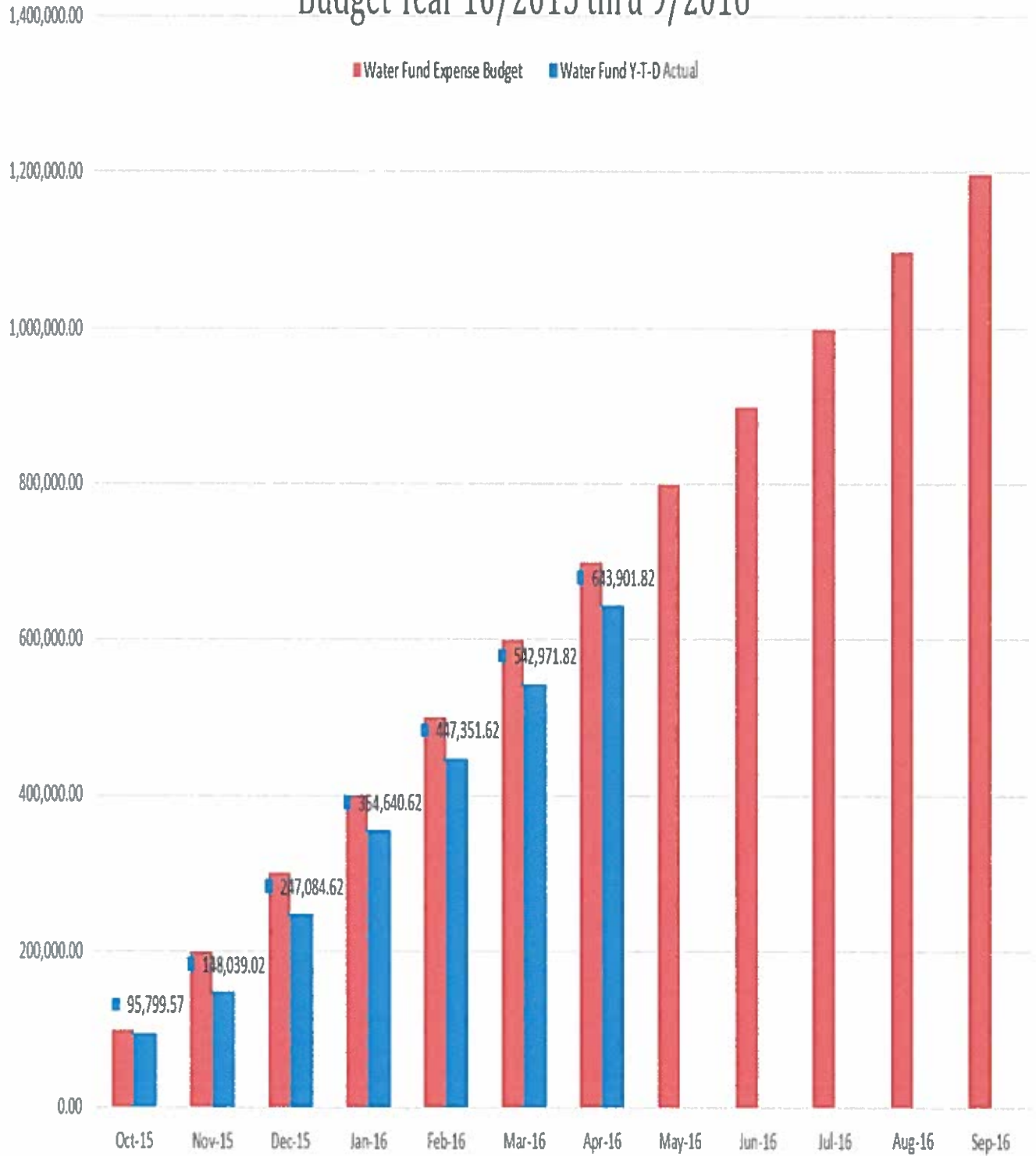


# Water Revenue Comparison Chart

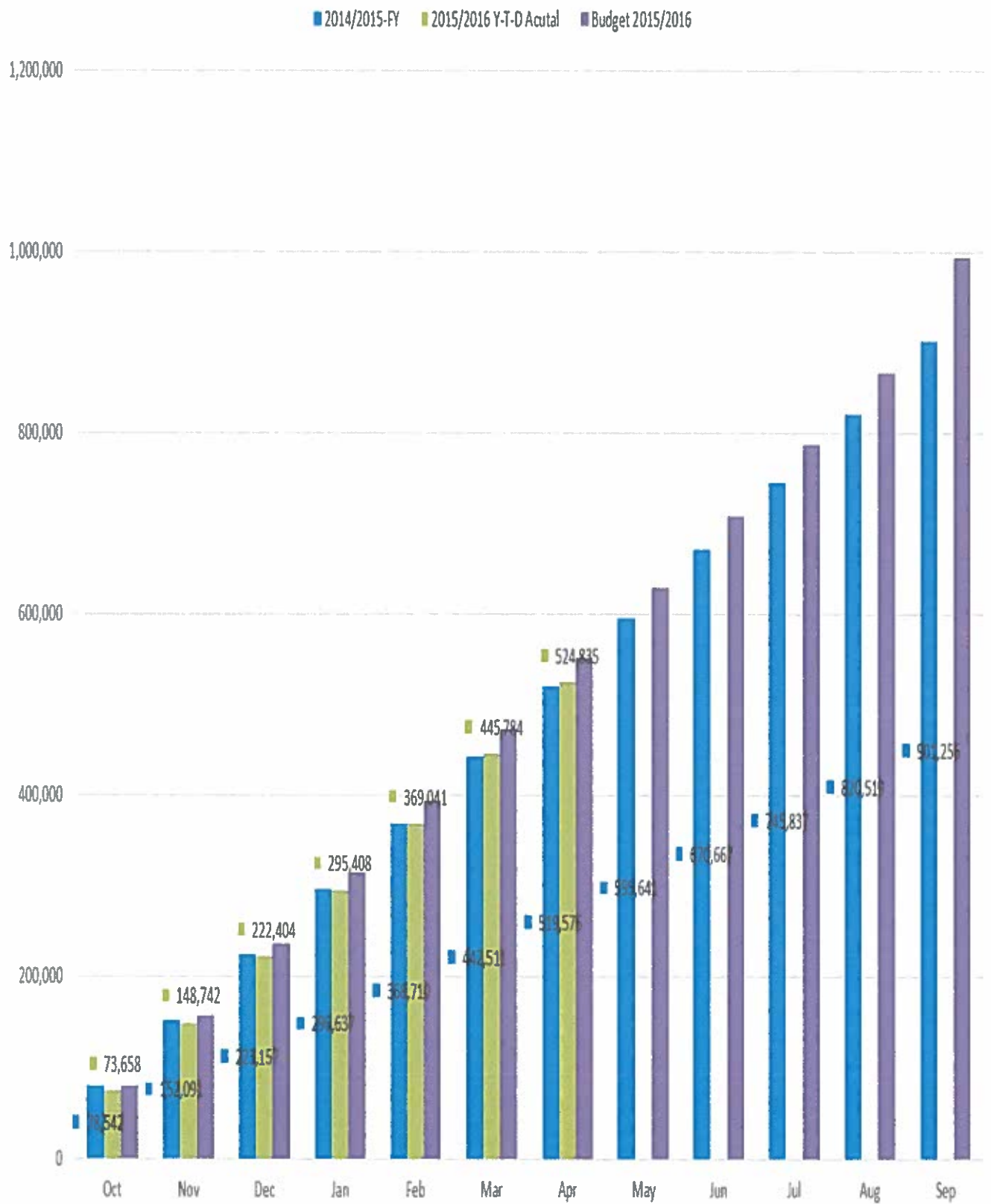


# Water Fund Expense

## Budget Year 10/2015 thru 9/2016

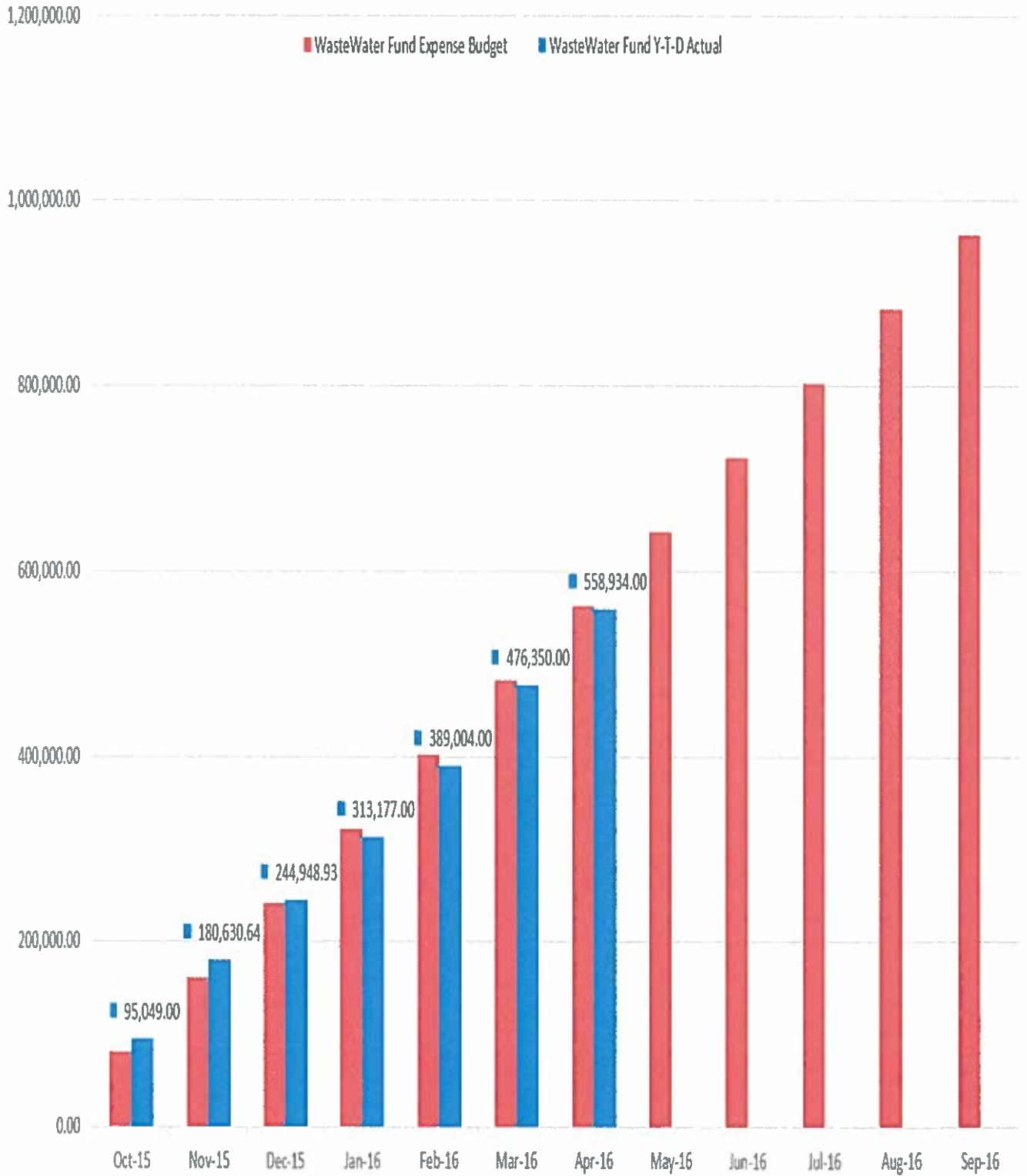


# City Sewer Sales Comparison Chart



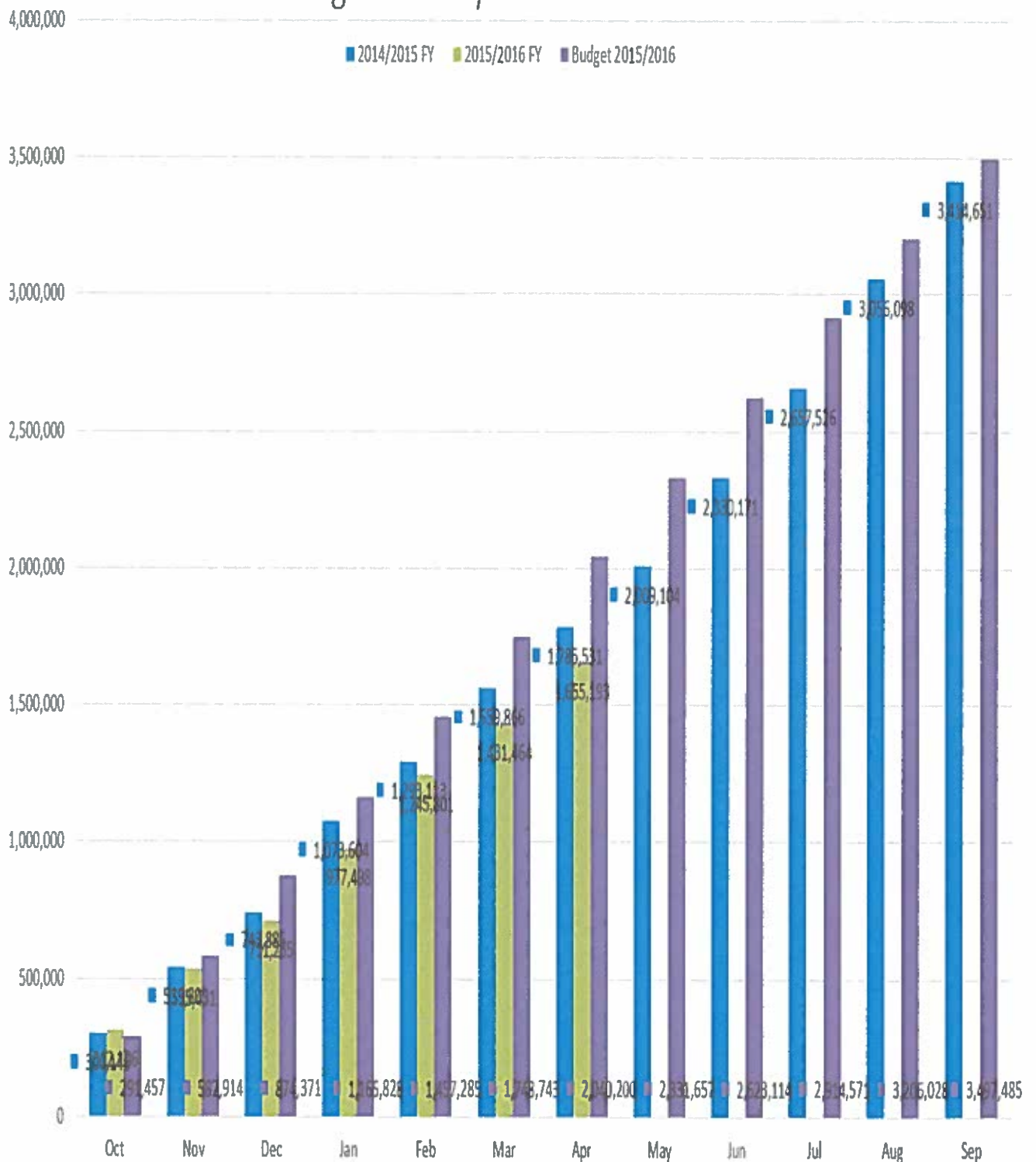
# Wastewater Fund Expense

## Budget Year 10/2015 thru 9/2016

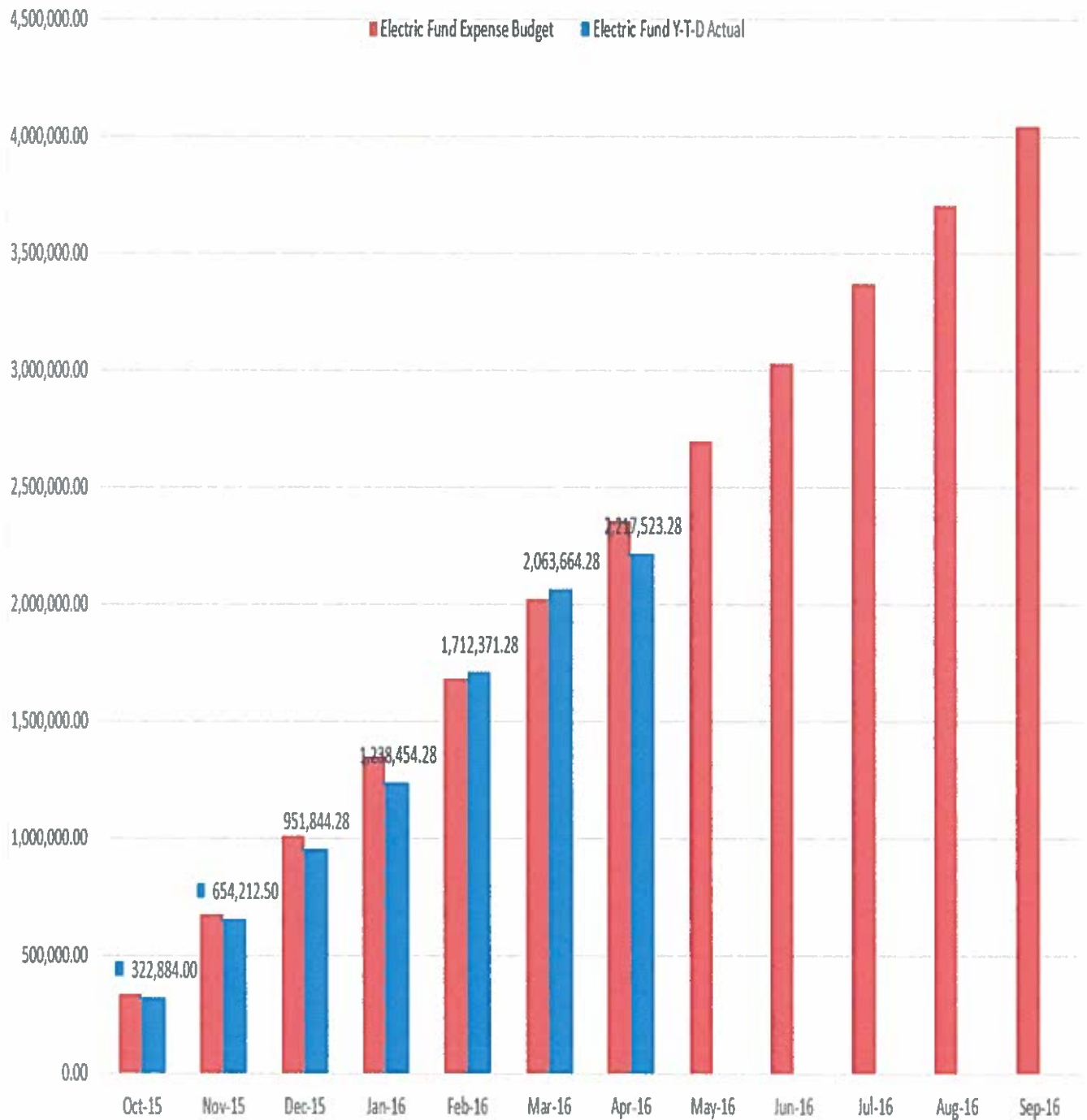


# City Electric Sales Comparison

## Budget Year 10/2015 thru 09-2016

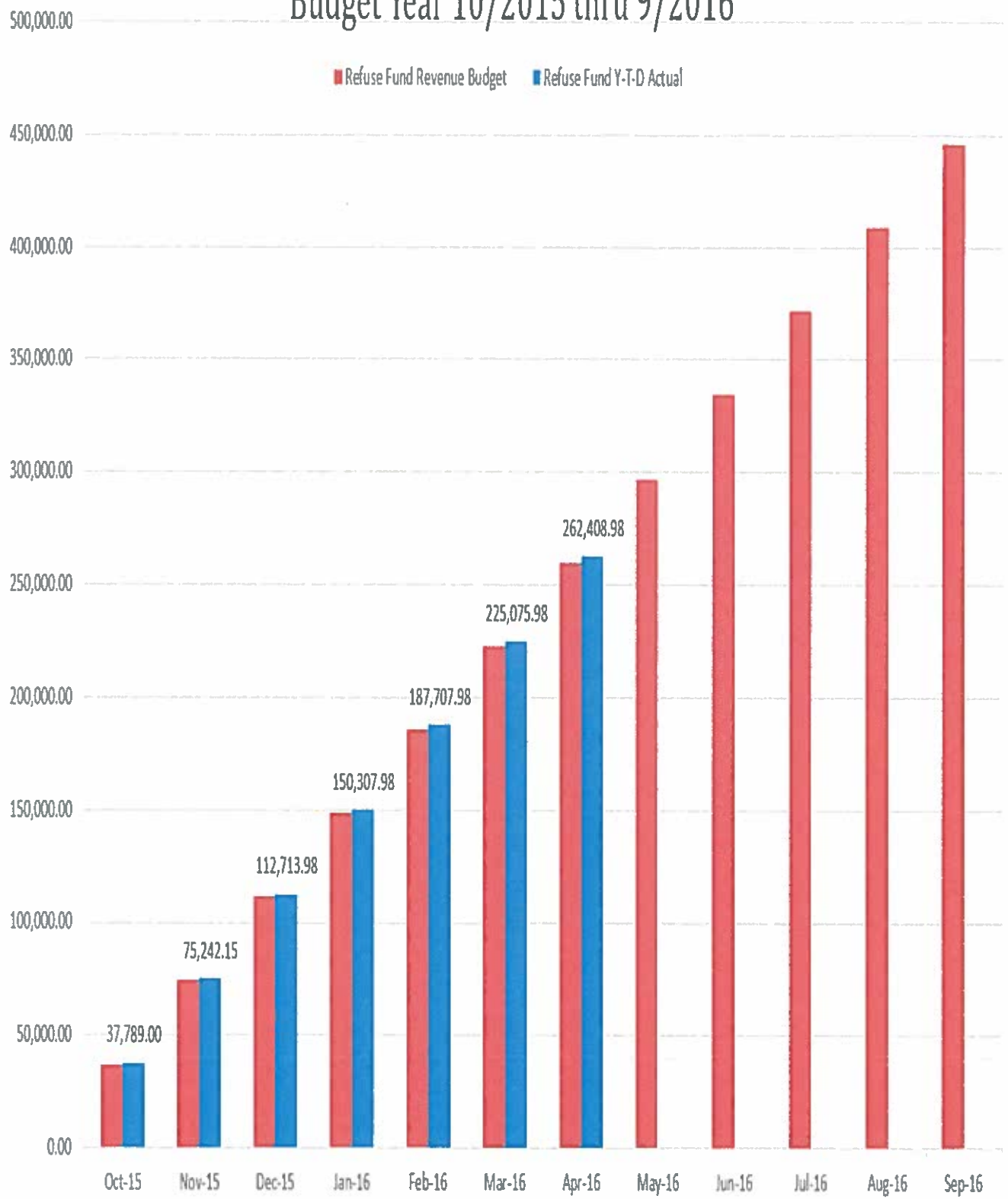


## Electric Fund Expense Budget Year 10/2015 thru 9/2016





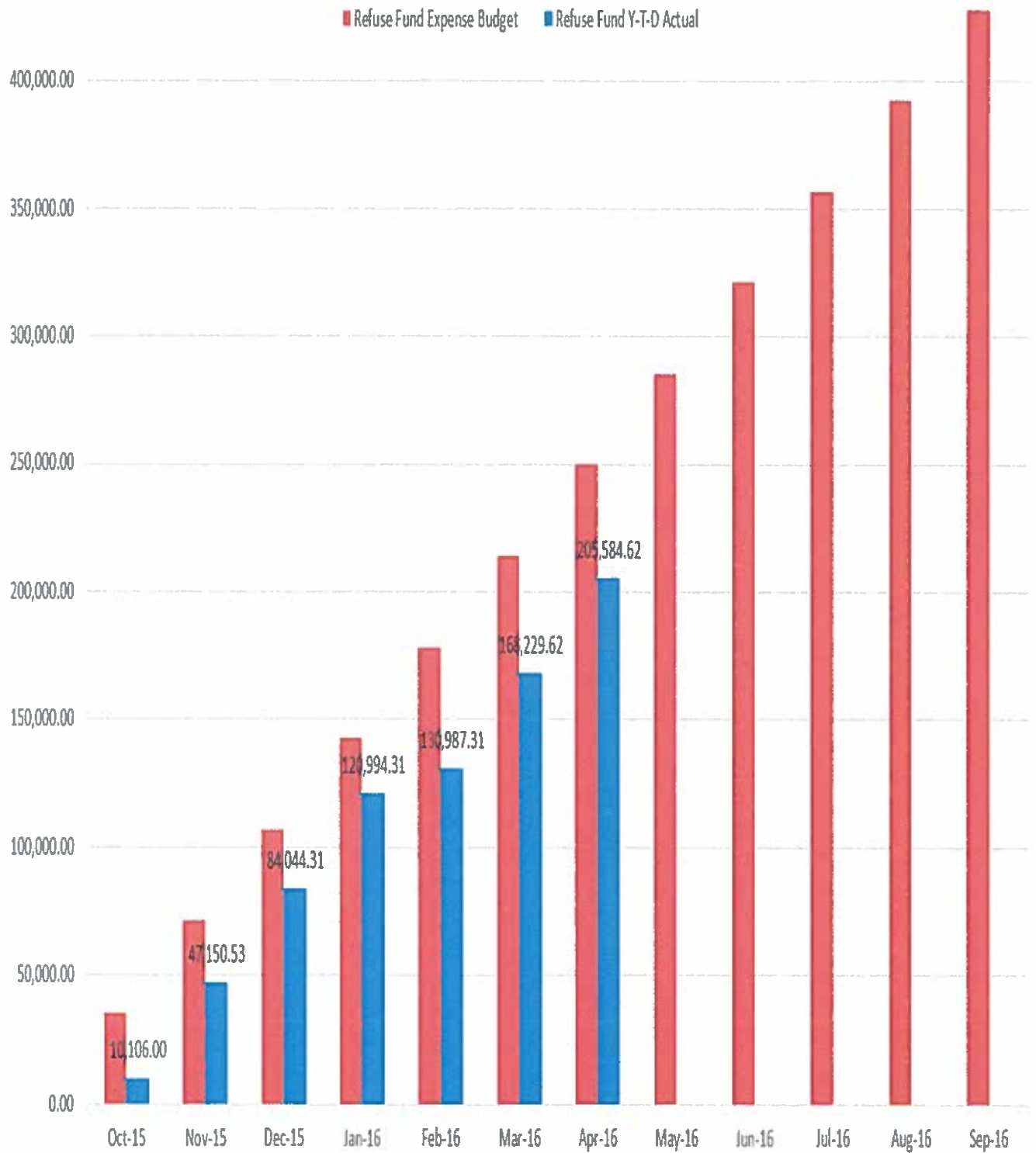
## Refuse Fund Revenue Progress Budget Year 10/2015 thru 9/2016





# Refuse Fund Expense

## Budget Year 10/2015 thru 9/2016



CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 100-GENERAL FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
00-REVENUE						
100.00.5711.000 AD VALOREM TAX	598,968 (	39,295.58)	565,881.99	0.00	33,086.01	94.48
100.00.5712.000 CC CONV FEE COURT	0	0.00	0.00	0.00	0.00	0.00
100.00.5713.000 DEL. TAX, PEN. & INT.	10,000	1,341.38	17,444.24	0.00 (	7,444.24)	174.44
100.00.5714.000 CC CONV FEE UTILITY	0	0.00	0.00	0.00	0.00	0.00
100.00.5715.000 TIRZ	0	0.00	0.00	0.00	0.00	0.00
100.00.5721.000 SALES TAX	446,250	35,622.34	266,073.52	0.00	180,176.48	59.62
100.00.5722.000 BEVERAGE TAX	2,600	534.65	1,612.53	0.00	987.47	62.02
100.00.5730.000 FRANCHISE FEES - GARBAGE	0	0.00	0.00	0.00	0.00	0.00
100.00.5731.000 FRANCHISE FEES - GAS	30,000	0.00	34,876.70	0.00 (	4,876.70)	116.26
100.00.5732.000 SKYBEAM	58,320	4,860.00	34,048.14	0.00	24,271.86	58.38
100.00.5733.000 ELEC. FUND FRANCHISE FEE	6,500	765.19	5,875.28	0.00	624.72	90.39
100.00.5734.000 FRANCHISE FEES - TELE.	4,500	5.61	3,893.80	0.00	606.20	86.53
100.00.5735.000 FRANCHISE FEES - CABLE	13,000	0.00	6,265.93	0.00	6,734.07	48.20
100.00.5736.000 FRANCHISE FEES - OTHER	0	0.00	0.00	0.00	0.00	0.00
100.00.5741.000 PERMITS & INSPECTIONS	36,750	2,192.00	10,423.60	0.00	26,326.40	28.36
100.00.5742.000 PLANNING & ZONING FEES	2,000	0.00	0.00	0.00	2,000.00	0.00
100.00.5743.000 FEES	100	0.00	40.00	0.00	60.00	40.00
100.00.5744.000 PENALTIES	150,000	9,993.17	57,962.73	0.00	92,037.27	38.64
100.00.5745.000 CNTY FIRE RUNS	110,997	55,713.83	111,427.66	0.00 (	430.66)	100.39
100.00.5746.000 ONION SHED RENTAL	1,000	200.00	700.00	0.00	300.00	70.00
100.00.5747.000 COUNTY LIBRARY FUND	0	3,990.51	11,971.53	0.00 (	11,971.53)	0.00
100.00.5748.000 MICRO CHIP PROGRAM	0	0.00	0.00	0.00	0.00	0.00
100.00.5749.000 MUN. CT. BLDG. SECURITY	0	0.00	0.00	0.00	0.00	0.00
100.00.5750.000 MAIN STREET EVENTS	0	0.00	0.00	0.00	0.00	0.00
100.00.5751.000 MUN. CT. TECHNOLOGY FUND	0	0.00	0.00	0.00	0.00	0.00
100.00.5754.000 GRANT PROCEEDS	0	0.00	0.00	0.00	0.00	0.00
100.00.5758.000 T-MOBILE LEASE	16,747	1,395.64	9,769.48	0.00	6,977.52	58.34
100.00.5759.000 GAMING MACHINE LICENSE	255	0.00	205.00	0.00	50.00	80.39
100.00.5760.000 SRO SUPPORT	0	0.00	0.00	0.00	0.00	0.00
100.00.5762.000 INTEREST EARNED	600	250.99	1,301.16	0.00 (	701.16)	216.86
100.00.5763.000 FEDC 4A STAFF SUPPORT	600	0.00	0.00	0.00	600.00	0.00
100.00.5764.000 FCDC IMPROVEMENTS	0	0.00	0.00	0.00	0.00	0.00
100.00.5765.000 RENT E. TX. MED CTR.	12,000	2,000.00	13,000.00	0.00 (	1,000.00)	108.33
100.00.5766.000 FEDC IMPROVEMENT FUND	0	0.00	0.00	0.00	0.00	0.00
100.00.5767.000 OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
100.00.5768.000 S W BELL LEASE	7,200	0.00	1,664.16	0.00	5,535.84	23.11
100.00.5769.000 OTHER INCOME	25,000	568.13	5,258.58	0.00	19,741.42	21.03
100.00.5770.000 C.C. CHILD SAFETY	0	0.00	0.00	0.00	0.00	0.00
100.00.5771.000 ATHLETIC COMPLEX	0	0.00	0.00	0.00	0.00	0.00
100.00.5772.000 PUBLIC WORKS REVENUE	0	0.00	28,776.80	0.00 (	28,776.80)	0.00
100.00.5773.000 REVENUE RESCUE	0	0.00	1,048.00	0.00 (	1,048.00)	0.00
100.00.5774.000 ALARM FEE	700	25.00	450.00	0.00	250.00	64.29
100.00.5775.000 TEXAS FOREST SERVICE GRA	0	0.00	0.00	0.00	0.00	0.00
100.00.5776.000 LIBRARY GRANT	0	0.00	5,000.00 (	3,336.00)	1,664.00)	0.00
100.00.5777.000 BRICK CAMPAIGN	0	0.00	0.00	0.00	0.00	0.00
100.00.5778.000 PARK DEDICATION FEE	0	0.00	0.00	0.00	0.00	0.00
100.00.5790.000 COURT EOY CORRECTION	0	0.00	0.00	0.00	0.00	0.00

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 100-GENERAL FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
100.00.5791.000 4B SUPPORT REVENUE	0	9,634.00	9,634.00	0.00 (	9,634.00)	0.00
100.00.5792.000 ADM.SUPPORT CHARGES	20,710	1,725.83	12,080.81	0.00	8,629.19	58.33
100.00.5793.000 RENT RECEIVED	3,600	300.00	2,100.00	0.00	1,500.00	58.33
100.00.5794.000 CIVIC RENT	5,500	1,150.00	4,977.50	0.00	522.50	90.50
100.00.5795.000 4B SALARY	61,951	0.00	61,591.00	0.00	360.00	99.42
100.00.5796.000 KCS RAILWAY MOWING	0	0.00	0.00	0.00	0.00	0.00
100.00.5797.000 MARKETING	24,000	0.00	23,000.00	0.00	1,000.00	95.83
100.00.5798.000 STEP PROGRAM	0	0.00	0.00	0.00	0.00	0.00
100.00.5799.000 CAPITAL LEASE REFUNDING	0	0.00	0.00	0.00	0.00	0.00
100.00.5939.000 FORESTRY SVC GRANT	0	0.00	0.00	0.00	0.00	0.00
100.00.5991.000 TRANSFERS IN-OTHER FUNDS	1,388,960	115,746.66	810,226.62	0.00	578,733.38	58.33
100.00.5992.000 SALE OF FIXED ASSETS	0	0.00	0.00	0.00	0.00	0.00
100.00.5994.000 LEASE PURCHASE PROCEEDS	0	0.00	0.00	0.00	0.00	0.00
100.00.5995.000 TRANSFERS-RESERVE	162,283	0.00	0.00	0.00	162,283.00	0.00
100.00.5998.000 TRANS. IN- GEN.FND.SURPLU	0	0.00	0.00	0.00	0.00	0.00
100.00.5999.000 TRANS. IN-PARK IMP.SURPLU	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-REVENUE	3,201,091	237,220.15	2,118,580.76 (	3,336.00)	1,085,846.24	66.08
TOTAL REVENUE	3,201,091	237,220.15	2,118,580.76 (	3,336.00)	1,085,846.24	66.08

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

100-GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUE	3,201,091	237,220.15	2,118,580.76 (	3,336.00)	1,085,846.24	66.08
TOTAL REVENUES	3,201,091	237,220.15	2,118,580.76 (	3,336.00)	1,085,846.24	66.08
<u>EXPENDITURE SUMMARY</u>						
00-TRANSFER OUT						
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-TRANSFER OUT	0	0.00	0.00	0.00	0.00	0.00
11-MAYOR & CITY COUNCIL						
PERSONNEL SERVICES	2,040	170.00	1,190.00	0.00	850.00	58.33
CONTRACTS & PROF. SVCS	150	0.00	0.00	0.00	150.00	0.00
MAINTENANCE	0	523.99	523.99	0.00	( 523.99)	0.00
MISCELLANEOUS	11,225	309.96	6,119.00	0.00	5,106.00	54.51
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 11-MAYOR & CITY COUNCIL	13,415	1,003.95	7,832.99	0.00	5,582.01	58.39
12-ADMINISTRATION						
PERSONNEL SERVICES	248,896	19,775.52	144,899.66	0.00	103,996.34	58.22
CONTRACTS & PROF. SVCS	116,300	27,869.86	84,294.53	0.00	32,005.47	72.48
MAINTENANCE	99,335	4,232.64	51,275.48	3,709.16	44,350.36	55.35
UTILITIES	21,550	1,975.85	11,671.70	0.00	9,878.30	54.16
SUPPLIES	20,500	4,070.84	14,593.82	0.00	5,906.18	71.19
MISCELLANEOUS	67,055	2,838.24	35,605.98	0.00	31,449.02	53.10
CAPITAL EXPENDITURES	0	11,709.00	11,709.00	27,303.36 (	39,012.36)	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 12-ADMINISTRATION	573,636	72,471.95	354,050.17	31,012.52	188,573.31	67.13
14-MUNICIPAL COURT						
PERSONNEL SERVICES	136,246	12,742.54	79,052.11	0.00	57,193.89	58.02
CONTRACTS & PROF. SVCS	25,300	1,250.00	9,987.50	0.00	15,312.50	39.48
MAINTENANCE	14,175	559.37	6,565.88	100.00	7,509.12	47.03
UTILITIES	1,200	43.93	794.01	0.00	405.99	66.17
SUPPLIES	11,000	330.17	2,625.25	0.00	8,374.75	23.87
MISCELLANEOUS	8,255	734.92	4,076.41	0.00	4,178.59	49.38
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 14-MUNICIPAL COURT	196,176	15,660.93	103,101.16	100.00	92,974.84	52.61
15-LIBRARY						
PERSONNEL SERVICES	120,800	12,251.05	70,466.88	0.00	50,333.12	58.33
CONTRACTS & PROF. SVCS	300	0.00	0.00	0.00	300.00	0.00
MAINTENANCE	36,760	1,691.14	16,745.05	100.00	19,914.95	45.82
UTILITIES	9,750	727.29	4,580.97	0.00	5,169.03	46.98
SUPPLIES	3,700	6.14	1,328.42	0.00	2,371.58	35.90
MISCELLANEOUS	3,205	373.68	2,929.84	0.00	275.16	91.41

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

100-GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>CAPITAL EXPENDITURES</b>	15,000	252.01	7,697.51	0.00	7,302.49	51.32
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 15-LIBRARY	189,515	15,301.31	103,748.67	100.00	85,666.33	54.80
<b>16-CIVIC/CENTER</b>	16,500	686.06	5,181.66	0.00	11,318.34	31.40
UTILITIES	16,500	686.06	5,181.66	0.00	11,318.34	31.40
TOTAL 16-CIVIC/CENTER						
<b>21-POLICE DEPT.</b>	778,733	69,926.52	432,180.03	0.00	346,552.97	55.50
PERSONNEL SERVICES	51,642	9,987.52	38,156.54	0.00	13,485.46	73.89
CONTRACTS & PROF. SVCS	1,000	0.00	19.99	0.00	980.01	2.00
MISCELLANEOUS	93,865	11,171.06	53,383.67	8,386.16	32,095.17	65.81
MAINTENANCE	36,580	2,782.12	17,515.33	0.00	19,064.67	47.88
UTILITIES	65,600	5,199.72	27,514.73	5,471.96	32,613.31	50.28
SUPPLIES	23,500	483.55	15,364.23	1,068.04	7,067.73	69.92
MISCELLANEOUS	0	198.64	23,197.53	1,858.89	25,056.42	0.00
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 21-POLICE DEPT.	1,050,920	99,351.85	607,332.05	16,785.05	426,802.90	59.39
<b>22-FIRE DEPT.</b>	180,380	25,464.11	106,661.18	0.00	73,718.82	59.13
PERSONNEL SERVICES	43,315	0.00	20,261.60	0.00	23,053.40	46.78
CONTRACTS & PROF. SVCS	1,500	0.00	522.24	0.00	977.76	34.82
MISCELLANEOUS	46,767	1,116.62	15,699.43	1,739.72	29,327.85	37.29
MAINTENANCE	1,500	140.44	1,432.12	0.00	67.88	95.47
UTILITIES	40,500	3,070.04	22,230.22	628.50	17,641.28	56.44
SUPPLIES	13,500	249.00	7,419.85	1,750.00	4,330.15	67.92
MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 22-FIRE DEPT.	327,462	30,040.21	174,226.64	4,118.22	149,117.14	54.46
<b>34-STREET SYSTEM</b>	133,557	16,263.39	81,588.51	0.00	51,968.49	61.09
PERSONNEL SERVICES	7,300	0.00	4,500.00	0.00	2,800.00	61.64
CONTRACTS & PROF. SVCS	74,000	4,348.80	65,434.83	0.00	8,565.17	88.43
MISCELLANEOUS	6,500	587.55	1,179.61	0.00	5,320.39	18.15
MAINTENANCE	8,950	651.18	4,814.24	0.00	4,135.76	53.79
UTILITIES	11,500	396.33	3,432.39	0.00	8,067.61	29.85
SUPPLIES	1,500	64.80	468.48	0.00	1,031.52	31.23
MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 34-STREET SYSTEM	243,307	22,312.05	161,418.06	0.00	81,888.94	66.34
<b>60-PUBLIC WORKS BLDG</b>	61,157	7,274.63	60,957.91	0.00	199.09	99.67
PERSONNEL SERVICES	13,500	452.86	1,710.76	0.00	11,789.24	12.67
CONTRACTS & PROF. SVCS	26,999	1,082.23	37,965.01	0.00	10,966.01	140.62
MISCELLANEOUS	2,500	0.00	2,247.07	2,001.00	1,748.07	169.92
MAINTENANCE	17,985	1,376.13	7,948.32	0.00	10,036.68	44.19
UTILITIES	2,000	0.00	143.48	0.00	1,856.52	7.17
SUPPLIES						

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016100-GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
MISCELLANEOUS	150	0.00	0.00	0.00	150.00	0.00
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 60-PUBLIC WORKS BLDG	124,291	10,185.85	110,972.55	2,001.00	11,317.45	90.89
39-PARKS						
PERSONNEL SERVICES	77,455	4,133.40	27,416.00	0.00	50,039.00	35.40
CONTRACTS & PROF. SVCS	81,250	12,901.56	46,614.60	0.00	34,635.40	57.37
MISCELLANEOUS	20,000	1,598.32	10,035.88	0.00	9,964.12	50.18
MAINTENANCE	16,500	2,177.00	8,236.20	0.00	8,263.80	49.92
UTILITIES	77,850	2,899.86	18,535.86	0.00	59,314.14	23.81
SUPPLIES	11,000	0.00	1,222.14	0.00	9,777.86	11.11
MISCELLANEOUS	1,000	0.00	689.52	0.00	310.48	68.95
CAPITAL EXPENDITURES	0	0.00	3,000.00	0.00	3,000.00	0.00
TOTAL 39-PARKS	285,055	23,710.14	115,750.20	0.00	169,304.80	40.61
71-DEBT SERVICE						
DEBT SERVICE	180,815	2,346.26	134,871.59	0.00	45,943.41	74.59
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 71-DEBT SERVICE	180,815	2,346.26	134,871.59	0.00	45,943.41	74.59
TOTAL EXPENDITURES	3,201,092	293,070.56	1,878,485.74	54,116.79	1,268,489.47	60.37
REVENUE OVER/(UNDER) EXPENDITURES	(	1)(	240,095.02	(	182,643.23)	4,223.00-

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016700-WATER FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUE	1,067,403	83,143.57	598,571.31	0.00	468,831.69	56.08
TOTAL REVENUES	1,067,403	83,143.57	598,571.31	0.00	468,831.69	56.08
<u>EXPENDITURE SUMMARY</u>						
00-TRANSFER OUT						
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-TRANSFER OUT	0	0.00	0.00	0.00	0.00	0.00
12-ADMINISTRATION						
PERSONNEL SERVICES	67,366	7,123.85	40,819.46	0.00	26,546.54	60.59
CONTRACTS & PROF. SVCS	700	0.00	0.00	0.00	700.00	0.00
MAINTENANCE	21,278	1,161.68	12,272.25	100.00	8,905.75	58.15
UTILITIES	5,640	600.87	1,593.61	0.00	4,046.39	28.26
SUPPLIES	1,000	0.00	65.50	74.93	859.57	14.04
MISCELLANEOUS	7,750	1,267.41	6,440.57	0.00	1,309.43	83.10
TOTAL 12-ADMINISTRATION	103,734	10,153.81	61,191.39	174.93	42,367.68	59.16
52-STORM WATER SYSTEM						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
CONTRACTS & PROF. SVCS	0	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
UTILITIES	0	0.00	0.00	0.00	0.00	0.00
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 52-STORM WATER SYSTEM	0	0.00	0.00	0.00	0.00	0.00
35-WATER DEPT.						
PERSONNEL SERVICES	91,536	18,070.62	118,359.24	0.00	26,823.24	129.30
CONTRACTS & PROF. SVCS	64,655	3,163.53	26,011.77	0.00	38,643.23	40.23
MISCELLANEOUS	122,000	3,198.52	17,428.53	1,059.00	103,512.47	15.15
MAINTENANCE	5,000	59.46	4,652.86	0.00	347.14	93.06
UTILITIES	26,550	2,032.16	13,231.45	0.00	13,318.55	49.84
SUPPLIES	653,519	54,096.33	324,745.48	0.00	328,773.52	49.69
MISCELLANEOUS	9,000	0.00	7,189.21	0.00	1,810.79	79.88
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	121,874	10,156.16	71,093.12	0.00	50,780.88	58.33
TOTAL 35-WATER DEPT.	1,094,134	90,776.78	582,711.66	1,059.00	510,363.34	53.35
TOTAL EXPENDITURES	1,197,868	100,930.59	643,903.05	1,233.93	552,731.02	53.86
REVENUE OVER/(UNDER) EXPENDITURES	( 130,465 )	17,787.02	45,331.74	1,233.93	83,899.33	35.69

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 700-WATER FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
00-REVENUE						
700.00.5714.000 CC CONV. FEE	0	0.00	0.00	0.00	0.00	0.00
700.00.5743.000 CONNECT FEE	3,500	30.00	1,035.00	0.00	2,465.00	29.57
700.00.5744.000 PENALTIES	13,000	970.77	7,742.13	0.00	5,257.87	59.55
700.00.5745.000 AGREEMENTS AND CONTRACTS	114,000	10,117.09	79,063.58	0.00	34,936.42	69.35
700.00.5746.000 IMPACT FEE	4,055	0.00	0.00	0.00	4,055.00	0.00
700.00.5751.000 CITY WATER SALES	930,898	71,822.20	509,616.09	0.00	421,281.91	54.74
700.00.5753.000 WATER TAP FEES	1,200	0.00	0.00	0.00	1,200.00	0.00
700.00.5762.000 INTEREST EARNED	750	203.51	1,059.51	0.00	309.51	141.27
700.00.5767.000 OTHER REVENUE	0	0.00	55.00	0.00	55.00	0.00
700.00.5769.000 OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
700.00.5993.000 TRANSFER IN	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-REVENUE	1,067,403	83,143.57	598,571.31	0.00	468,831.69	56.08

## TOTAL REVENUE

1,067,403	83,143.57	598,571.31	0.00	468,831.69	56.08
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CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016705-WASTEWATER  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUE	963,150	80,782.86	536,623.22	0.00	426,526.78	55.72
TOTAL REVENUES	963,150	80,782.86	536,623.22	0.00	426,526.78	55.72
<u>EXPENDITURE SUMMARY</u>						
12-ADMINISTRATION						
PERSONNEL SERVICES	42,346	1,345.68	10,078.04	0.00	32,267.96	23.80
TOTAL 12-ADMINISTRATION	42,346	1,345.68	10,078.04	0.00	32,267.96	23.80
36-WASTEWATER SYSTEM						
PERSONNEL SERVICES	198,169	7,743.82	60,701.37	0.00	137,467.63	30.63
CONTRACTS & PROF. SVCS	17,140	459.42	12,531.54	0.00	4,608.46	73.11
MISCELLANEOUS	17,500	6,831.12	36,521.36	9,504.00	28,525.36	263.00
MAINTENANCE	358,780	39,465.12	277,684.81	0.00	81,095.19	77.40
UTILITIES	10,750	1,118.47	6,791.67	0.00	3,958.33	63.18
SUPPLIES	6,000	456.24	3,180.68	0.00	2,819.32	53.01
MISCELLANEOUS	9,685	0.00	108.84	0.00	9,793.84	1.12
DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	50,000	4,100.00	4,100.00	485.00	45,415.00	9.17
TRANSFERS	252,780	21,065.00	147,455.00	0.00	105,325.00	58.33
TOTAL 36-WASTEWATER SYSTEM	920,804	81,239.19	548,857.59	9,989.00	361,957.41	60.69
TOTAL EXPENDITURES	963,150	82,584.87	558,935.63	9,989.00	394,225.37	59.07
REVENUE OVER/(UNDER) EXPENDITURES	0	( 1,802.01)	22,312.41)	9,989.00)	32,301.41	0.00

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 705-WASTEWATER

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
00-REVENUE						
705.00.5741.000 SEWER SALES	944,970	79,051.50	524,837.16	0.00	420,132.84	55.54
705.00.5743.000 FEES	0	0.00	0.00	0.00	0.00	0.00
705.00.5743.000 PENALTIES	16,880	1,521.93	9,716.42	0.00	7,163.58	57.56
705.00.5744.000 AGREEMENTS AND CONTRACTS	0	0.00	0.00	0.00	0.00	0.00
705.00.5745.000 IMPACT FEE	0	0.00	0.00	0.00	0.00	0.00
705.00.5746.000 SEWER TAP FEE	1,300	0.00	1,050.00	0.00	250.00	80.77
705.00.5753.000 INTEREST EARNED	0	209.43	1,019.64	0.00	1,019.64	0.00
705.00.5762.000 OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
705.00.5768.000 SEWER BACKUP SERVICES	0	0.00	0.00	0.00	0.00	0.00
705.00.5995.000 TRANSFER IN RESERVES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-REVENUE	963,150	80,782.86	536,623.22	0.00	426,526.78	55.72
TOTAL REVENUE	963,150	80,782.86	536,623.22	0.00	426,526.78	55.72

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

715-ELECTRIC FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUE	4,041,735	236,907.03	1,904,911.68	0.00	2,136,823.32	47.13
TOTAL REVENUES	4,041,735	236,907.03	1,904,911.68	0.00	2,136,823.32	47.13
<u>EXPENDITURE SUMMARY</u>						
12-ADMINISTRATION						
PERSONNEL SERVICES	55,484	4,300.47	30,389.81	0.00	25,094.19	54.77
TOTAL 12-ADMINISTRATION	55,484	4,300.47	30,389.81	0.00	25,094.19	54.77
37-ELECTRIC DEPT.						
PERSONNEL SERVICES	407,806	39,349.23	264,989.16	0.00	142,816.84	64.98
CONTRACTS & PROF. SVCS	69,600	11,730.02	42,186.31	0.00	27,413.69	60.61
MISCELLANEOUS	139,500	5,407.93	72,915.90	1,306.00	65,278.10	53.21
MAINTENANCE	17,658	1,289.14	14,459.37	100.00	3,098.63	82.45
UTILITIES	9,560	693.11	5,893.39	0.00	3,666.61	61.65
SUPPLIES	2,037,882	11,620.96	930,702.58	0.00	1,107,179.42	45.67
MISCELLANEOUS	15,400	645.13	7,256.35	0.00	8,143.65	47.12
DEBT SERVICE	131,170	0.00	128,803.50	0.00	2,366.50	98.20
CAPITAL EXPENDITURES	219,069	556.83	176,139.70	69,261.42	26,332.12	112.02
TRANSFERS	939,206	78,267.16	547,870.12	0.00	391,335.88	58.33
TOTAL 37-ELECTRIC DEPT.	3,986,851	149,559.51	2,191,216.38	70,667.42	1,724,967.20	56.73
TOTAL EXPENDITURES	4,042,335	153,859.98	2,221,606.19	70,667.42	1,750,061.39	56.71
REVENUE OVER/(UNDER) EXPENDITURES	( 600)	83,047.05 (	316,694.51) (	70,667.42)	386,761.93	4,560.32

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 715-ELECTRIC FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
00-REVENUE						
715.00.5743.000 FEES	6,500	1,085.00	5,752.50	0.00	747.50	88.50
715.00.5744.000 PENALTIES	46,500	3,147.75	28,936.16	0.00	17,563.84	62.23
715.00.5745.000 AGREEMENTS AND CONTRACTS	0	0.00	20.67	0.00	20.67	0.00
715.00.5751.000 ELECTRICITY SALES	3,497,485	223,729.09	1,655,195.17	0.00	1,842,289.83	47.33
715.00.5755.000 SURCHARGE	150,000	8,808.59	69,131.93	0.00	80,868.07	46.09
715.00.5757.000 PCA (POWER COST ADJ)	341,000	0.00	145,210.27	0.00	195,789.73	42.58
715.00.5762.000 INTEREST	250	136.60	664.98	0.00	414.98	265.99
715.00.5767.000 OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
715.00.5799.000 4A SUPPORT	0	0.00	0.00	0.00	0.00	0.00
715.00.5995.000 TRANSFER IN ELEC NOTE	0	0.00	0.00	0.00	0.00	0.00
715.00.5998.000 TRANSFER IN RESERVES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-REVENUE	4,041,735	236,907.03	1,904,911.68	0.00	2,136,823.32	47.13
TOTAL REVENUE	4,041,735	236,907.03	1,904,911.68	0.00	2,136,823.32	47.13

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

720-REFUSE FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
00-REVENUE	445,727	37,333.12	262,410.46	0.00	183,316.54	58.87
TOTAL REVENUES	445,727	37,333.12	262,410.46	0.00	183,316.54	58.87
<u>EXPENDITURE SUMMARY</u>						
32-REFUSE DEPT.						
PERSONNEL SERVICES	0	0.00	0.00	0.00	0.00	0.00
CONTRACTS & PROF. SVCS	345,655	30,896.86	160,417.38	0.00	185,237.62	46.41
MISCELLANEOUS	75,100	6,258.33	43,808.31	0.00	31,291.69	58.33
MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
UTILITIES	2,400	200.00	1,400.00	0.00	1,000.00	58.33
MISCELLANEOUS	5,000	0.00 (	40.44)	0.00	5,040.44	0.81-
CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL 32-REFUSE DEPT.	428,155	37,355.19	205,585.25	0.00	222,569.75	48.02
35-WATER DEPT.						
SUPPLIES	0	0.00	0.00	0.00	0.00	0.00
TOTAL 35-WATER DEPT.	0	0.00	0.00	0.00	0.00	0.00

TOTAL EXPENDITURES	428,155	37,355.19	205,585.25	0.00	222,569.75	48.02
REVENUE OVER/(UNDER) EXPENDITURES	17,572 (	22.07)	56,825.21	0.00 (	39,253.21)	323.38

CITY OF FARMERSVILLE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: APRIL 30TH, 2016

## 720-REFUSE FUND

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
00-REVENUE						
720.00.5743.000 FEES	0	0.00	0.00	0.00	0.00	0.00
720.00.5744.000 PENALTIES	7,500	522.21	3,676.01	0.00	3,823.99	49.01
720.00.5745.000 AGREEMENTS AND CONTRACTS	0	0.00	0.00	0.00	0.00	0.00
720.00.5751.000 RESIDENTIAL TRASH COLL	255,192	21,138.31	149,857.05	0.00	105,334.95	58.72
720.00.5752.000 COMMERCIAL TRASH COLLECT	182,670	15,578.91	108,470.28	0.00	74,199.72	59.38
720.00.5755.000 RECYCLE	140	18.20	124.25	0.00	15.75	88.75
720.00.5762.000 INTEREST EARNED	125	35.49	172.87	0.00	47.87	138.30
720.00.5767.000 OTHER REVENUE	0	0.00	0.00	0.00	0.00	0.00
720.00.5768.000 BRUSH AND CHIPPING AND P	100	40.00	110.00	0.00	10.00	110.00
720.00.5770.000 HHW	0	0.00	0.00	0.00	0.00	0.00
TOTAL 00-REVENUE	445,727	37,333.12	262,410.46	0.00	183,316.54	58.87
TOTAL REVENUE	445,727	37,333.12	262,410.46	0.00	183,316.54	58.87

Agenda Section	Consent Agenda
Section Number	III.D
Subject	Police Department Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Police Department Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>

## Farmersville Police Department

### Overview

ABOUT US: The Farmersville Police Department is comprised of 9 sworn members (police officer's) and three civilian personnel. The department positions include: Chief of Police, Lieutenant, Sergeant, and six police officers. The department has three civilian positions to include an Administrative Assistant who provides administrative assistance to both the police and fire department; two Public Service Officers, who provide code and animal control services for the city. A further breakdown of duties and responsibilities for each position will include the following:

Chief of Police is also the Emergency Management Coordinator for the City. The Chief also serves as a State commissioned Fire Fighter/ECA for the Farmersville Volunteer Fire Department. Historically, the Chief of Police has been called upon to be acting City Manager in the absence of the City Manager.

Administrative Assistant provides administrative support to the operation of the police and fire department. Answers the phone for police and fire from 8 to 5 Mon-Fri and provides customer service to people who visit the police station. She also oversees the budget, manages cash transactions, applies for and manages department grants, records, and processes reports.

Lieutenant has overall oversight of operations and support staff to include patrol, traffic, internal affairs, records, TPCA Best Practices Accreditation, and training.

Sergeant has overall oversight of all criminal cases filed and investigated by the Farmersville Police Department. The Sergeant also oversees the Reserves, Crime Prevention, Citizens Police Academy, and Citizens on Patrol program.

PSO-Karen Dixon regular duties include code and animal control services but she also oversees property and evidence, records, and managing our local sex offenders who reside in the city.

Six Patrol officers in addition to providing 24/7 patrol duties, we do have officers that also assist in other administrative duties to include managing volunteers, background investigations for new hires, field training for new hires, crime prevention, equipment accountability, and event planning/execution.

Hours of Operations (24/7) The Chief of Police generally works Mon-Fri 8 to 5 but is subject to call out or consultation 24/7. The Chief also serves as Incident Commander for all natural and man-made disasters to include all city events. The Lieutenant and Sergeant also work Mon-Fri 8 to 5 but also is subject to call out and consultation 24/7. As an administrative staff we also cover patrol shifts when needed or work cases when needed. PSO's also work Mon-Fri 7 to 4 but are subject to call out in emergencies.

Patrol Staff works a twelve hour shift 24/7. In total we have two shifts 6am to 6 pm and 6pm to 6am each 24 hour day. There is an 8 hour swing day (Wednesday's) in which each officer works one 8 hour day in a two week pay period. We have one officer who works a 10 hour power shift four days a week

Patrol staff continued...

that runs from Wednesday to Saturday. This officer provides coverage on the Wednesday swing days as well as provides an additional officer until either 12 am or 2 am on the busiest times of the week. This power shift officer will be pulled if needed to cover shift shortages due to illness, injuries, vacations, or comp-time used by patrol members. There is no other buffer to cover shifts other than administrative sworn-staff, who covers patrol from time to time.



### Accomplishments:

In 2011, the department began the process of obtaining accreditation and/or compliance with the Texas Police Chief's Association "Best Practices Program". The Best Practices Program evaluates a Police Department's compliance with over 166 Best Business Practices for Texas Law Enforcement. These Best Practices were carefully developed by Texas Law Enforcement professionals to assist agencies in the efficient and effective delivery of service and the protection of individual's rights. These Best Practices cover all aspects of law enforcement operations including use of force, protection of citizen rights, vehicle pursuits, property and evidence management, and patrol and investigative operations.

In February of 2012, we applied for and received "Recognized Status" through the TPCA Best Practices program after an on-site inspection and review of over 166 Best Practices policies & internal procedures. Police agencies recognized by the TPCA must undergo an onsite inspection every 4<sup>th</sup> year and this makes the second successful onsite inspection by the Farmersville Police Department. We recently achieved Re-Recognition status on May 25<sup>th</sup>, 2016.

The Chief of Police and Lieutenant also serve as Team Assessor's for TPCA "Best Practices" program in which we inspect and evaluate other law enforcement agencies throughout Texas. The Chief of Police is also as a Board Member for the Texas Police Chiefs Association's Recognition Committee.

The department also participates and are active members in the North Texas Crime Commission, North Texas Police Chief's Association, and the International Association of Chiefs of Police. The department also has an active partnership and collaboration with the Collin County Sheriff's Department, Collin County Children's Advocacy Center, and the Collin County Department of Homeland Security. The police and fire chief also serve as board members for the Collin County Local Emergency Planning Committee (LEPC).

The police department also operates and manages a social media platform to communicate with our citizens. These media platforms include Nixel (Community Notification System), Facebook (dept page), and Twitter (dept page).

In 2014, the department had its first Citizens Police Academy Class. The program is designed with the hopes of building a greater relationship between the police department and the citizens of Farmersville, ultimately improving the quality of service to the community, while offering the citizens some insight to the challenges their officers face on a daily basis. The academy is a twelve week program meeting once a week. We recently graduated our third Citizens Academy class on April 29<sup>th</sup>, 2016 with another one scheduled for October of this year.

### Accomplishments continued...

The department also has a Citizens on Patrol (COP's) program. Once a person graduates from the Citizens Police Academy they have the option to join the COP's. We currently have nine (9) COP volunteers, who assist the department in critical incidents, disasters, extra patrols, and community events. The department also has an active partnership with the East Texas Citizens Emergency Response Team (CERT). Currently, we are considering joining the North East Texas Child Abduction Response Team (CART) Mutual Aid Task Force.

Since 2010, the department has come a long way in regards to professionalizing law enforcement services in Farmersville. In light of the aforementioned efforts toward "Best Practices" the department has completed the following:

- Rebranded and changed organizational culture through internal collaboration and accountability.
- Implemented and purchased the first department record management system. Implemented electronic bar code tracking system for processing and handling of evidence.
- Implemented and established the first department in-car computer system and agreement with Collin County Sheriff Department.

- Implemented personal body camera system to include more efficient server storage system.
- Implemented and established new technology systems, software, and storage capability to improve department efficiency and accountability processes.
- Implemented equipment and resource audit program to include all police equipment to include vehicles, uniforms, and department resources.
- Completed major renovations to the police station to include outside and internal security cameras, power generator installed for public safety building, and improved safety and security measures for staff and the public who visits the police department.
- Instituted improved tracking system to keep up with code enforcement and animal control issues to include improved reporting processes, history tracking, and problem resolution measures.
- Manage and operate several inter-local agreements with Collin County to include dispatch services, jail services, animal shelter, and children's advocacy center.
- Have created and maintained valuable partnerships and have close collaboration with local and county law enforcement agencies to include Farmersville ISD Police, Collin County Sheriff office, Collin County District Attorney's office; Collin County Department of Homeland Security; Wylie Police; Princeton Police; Lavon Police; Josephine Police; Collin County Constable office; and other State and Federal agencies.



Farmersville Police Department  
134 North Washington Street  
Farmersville, TX 75442  
972-782-6141

## Farmersville Police Department Monthly Report May-16

Total Calls For Service: **456**

### Tier 1 Crimes

Robbery: **0**

Assault: **0**

Theft: **1**

Burglary: **0**

Motor Vehicle Theft: **0**

### Tier 2 Crimes

Forgery: **0**

Fraud: **0**

Criminal Mischief: **0**

Weapons: **0**

DWI: **3**

Public Intoxication: **4**

Disorderly Conduct: **0**

Drugs: **4**

### Miscellaneous

Traffic Stops: **182** Major Accidents: **0**

Citations: **100 (116 violations)** Minor Accidents: **11**

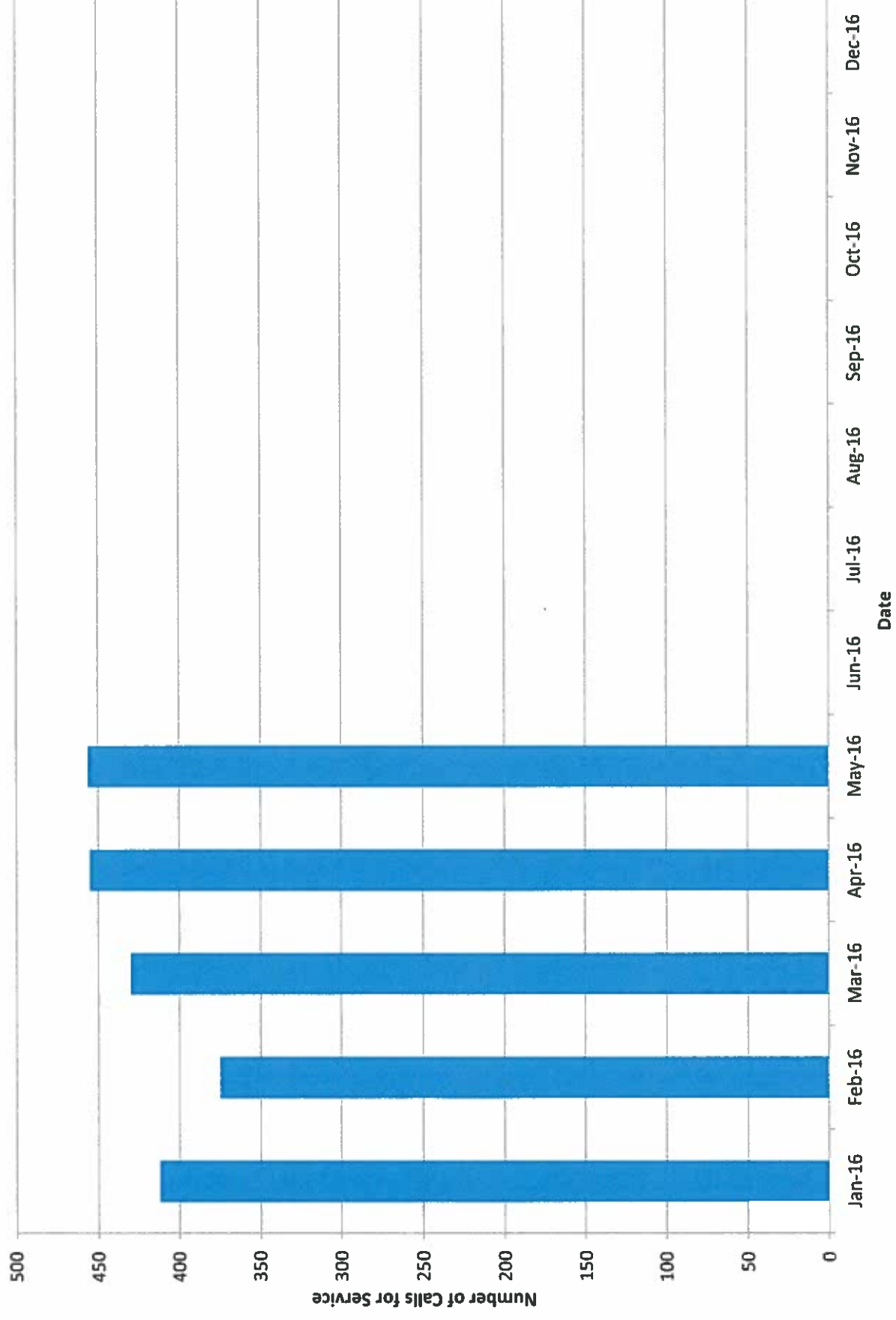
Alarms: **9** Agency Assist: **32**

### Cases filed with the District Attorney's Office:

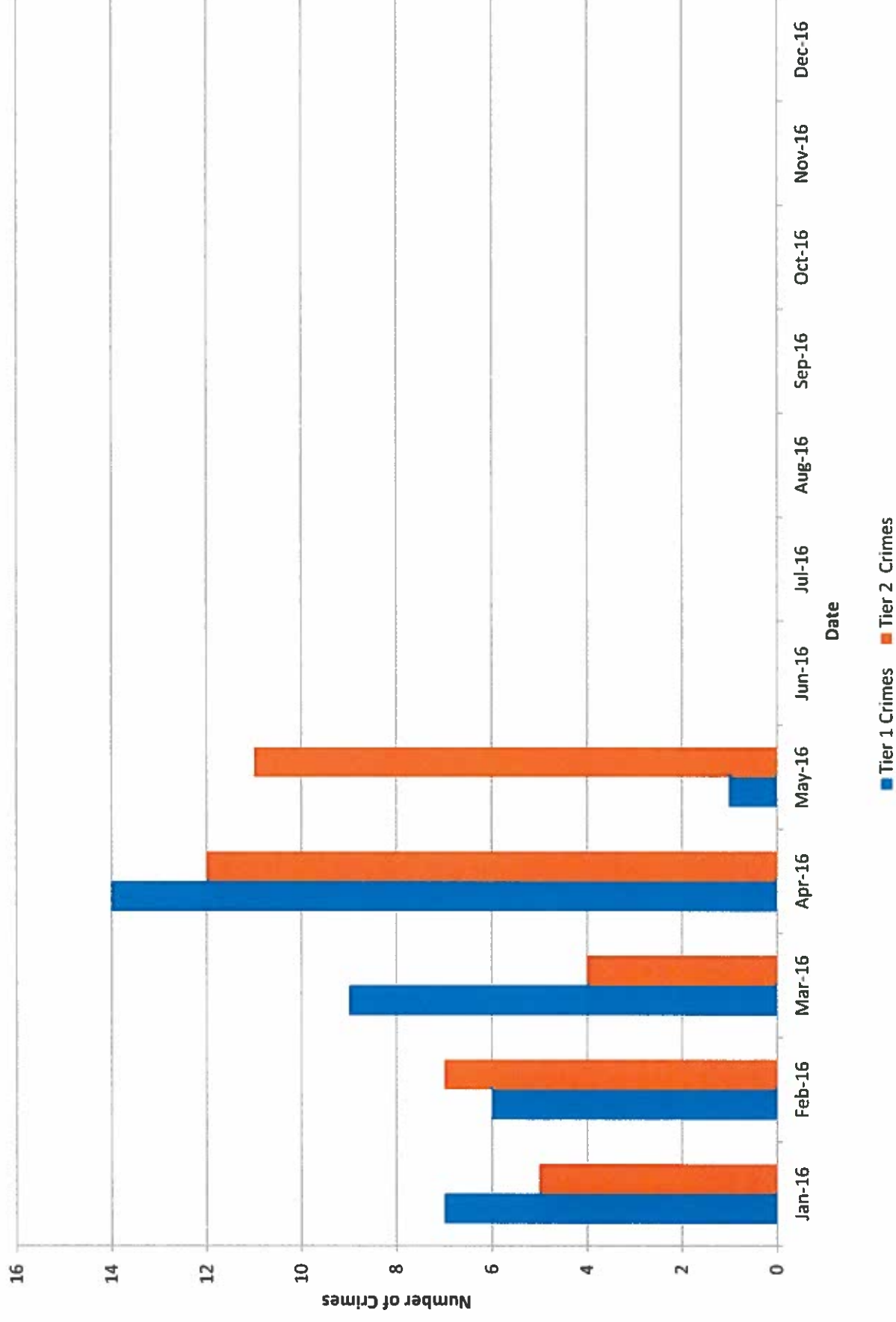
Felony: **2**

Misdemeanor: **3**

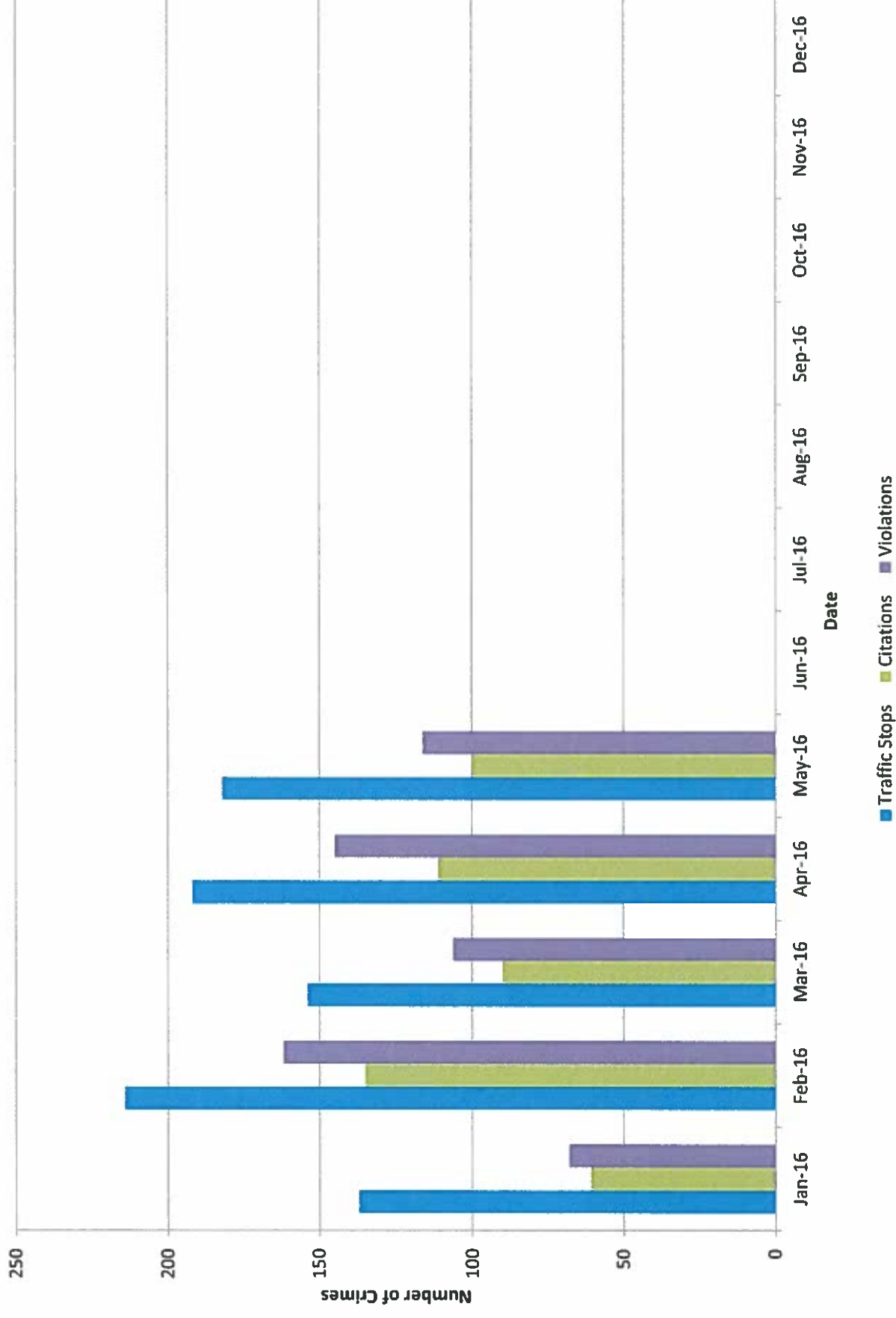
## Police Department Calls for Service



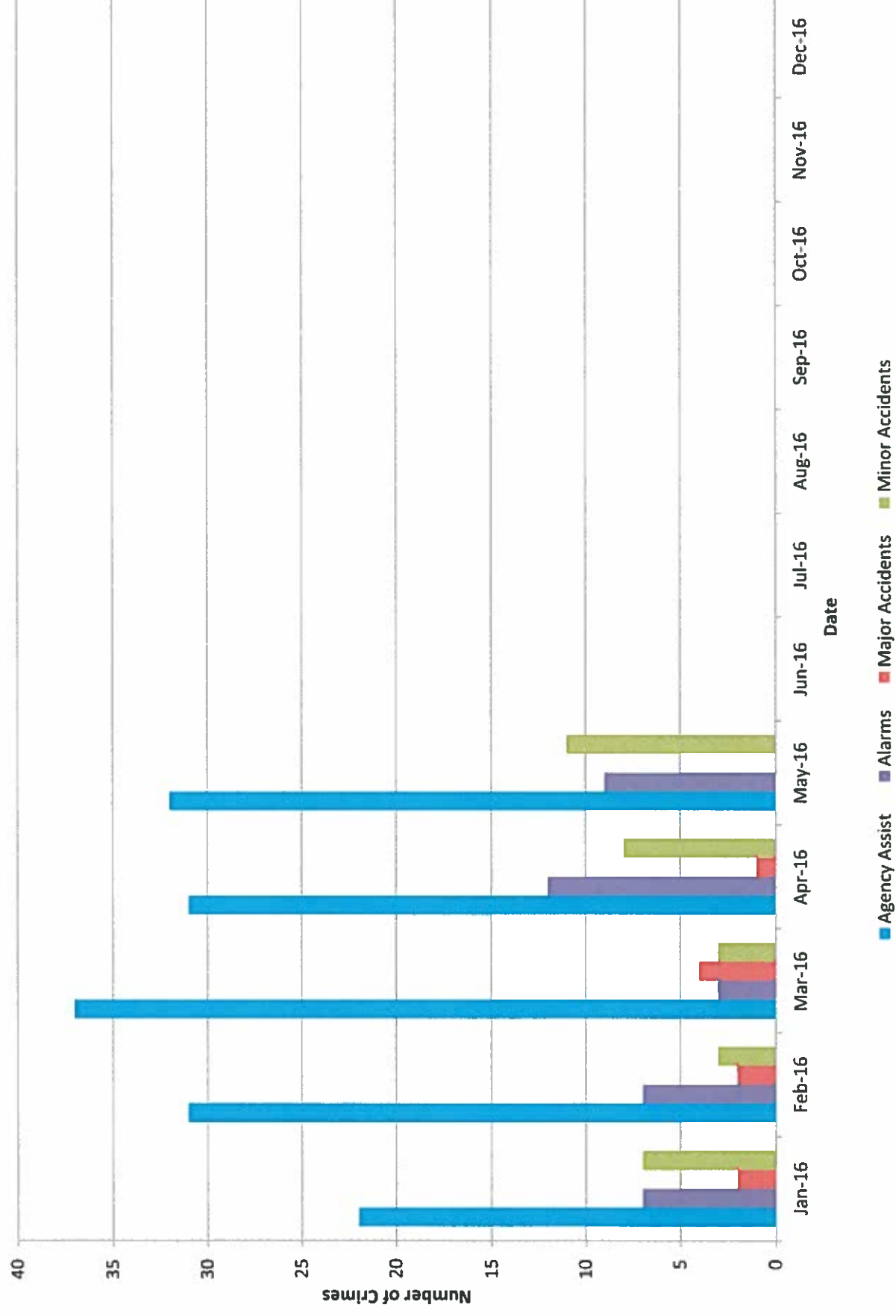
## Uniform Crime Reporting



## Traffic Enforcement



## Police Activity



Agenda Section	Consent Agenda
Section Number	III. E
Subject	Code Enforcement/Animal Control Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	1. Code Enforcement Report 2. Animal Control Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>



# Incidents Report -FARMERSVILLE POLICE DEPARTMENT

Sorted by Incident Number, Supp ID, Agency, Report Date

Report Date : 05/01/2016 00:00 - 05/31/2016 23:59

Officer : Brooks, C. DIXON, K

Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status
0008-15(2) DIXON, K	05/13/2016 00:00	ORDINANCE VIOLATIONS	23 HILL STREET FARMERSVILLE, TX 75442				ACTIVE
116-000921(1) Brooks, C	05/25/2016 00:00	Sa of 05/24/2016 nothing has been done citation will be given	408 SID NELSON STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
15-000161(3) DIXON, K	05/05/2016 00:00	SPOKE W/OWNERS DAUGHTER ABOUT CODE VIOLATIONS-SHED AND ABANDONED STEPS	200 BEECH STREET FARMERSVILLE, TX 75442				REFERRED TO MUNICIPAL COURT
15-001200(1) DIXON, K	05/03/2016 00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1500 RED OAK FARMERSVILLE, TX 75442				NO PROBLEMS
15-001240(1) DIXON, K	05/19/2016 00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1403 RED OAK FARMERSVILLE, TX 75442				NO PROBLEMS
15-001245(0) DIXON, K	05/19/2016 00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1320 RED OAK CIRCLE FARMERSVILLE, TX 75442				NO PROBLEMS
16-000161(5) Brooks, C	05/25/2016 00:00	Everything has been done	405 NEATHERY STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000168(3) Brooks, C	05/03/2016 00:00	As of 05/03/2016 nothing has been done to the trailer	100 PR 100 D FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000168(4) Brooks, C	05/18/2016 00:00	All the work on the home has been done looks good	100 PR 100 D FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000233(2) DIXON, K	05/18/2016 00:00	RECHECK FOR VIOLATION-SIDING IS PROGRESSING-EXTEND 60 DAY	5115 MAIN FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000345(2) Brooks, C	05/04/2016 00:00	As of 05/03/2016 they still have not done anything to the outside of the house 2nd citation will be given	703 S HIGHWAY 78 HIGHWAY FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000337(2) Brooks, C	05/18/2016 00:00	The trailer has not been moved as of 05/18/2016	1415 PECAN CREEK DRIVE FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000459(2) DIXON, K	05/18/2016 00:00	RECHECK FOR ORDINANCE VIOLATION-TRAILER W/BUSH REMOVED	300 HAUGHTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000453(3) DIXON, K	05/18/2016 00:00	RECHECK FOR TRAILER IN S/Y-EXTENDED 90 DAYS	215 HAUGHTON FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000443(3) DIXON, K	05/18/2016 00:00	RECHECK FOR VIOLATION-CAMPER MOVED	203 HALE FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000629(2) DIXON, K	05/18/2016 00:00	RECHECK FOR ORDINANCE VIOLATION-PROGRESS BEING MADE-EXTEND 60 DAYS	100 OLD MCKINNEY FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000716(2) DIXON, K	05/18/2016 00:00	RECHECK FOR VIOLATION-ROOF - EXTENDED 6 MONTHS	216 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000748(2) DIXON, K	05/04/2016 00:00	RECHECK FOR ORDINANCE VIOLATIONS-EXTENDED	1016 PENDLETON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED

Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status
16-000748(1) DIXON, K	05/18/20 16:00:00	RECHECK FOR VIOLATION-TRAILERS STILL IN S/Y - SENDING FINAL NOTICE	108 PENDLETON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000751(1) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-VIOLATIONS CLEARED CLOSED	108 WILDOXSON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000855(2) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-NUMBER ON PROPERTY	206 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000866(1) DIXON, K	05/25/20 16:00:00	RECHECK FOR PROPERTY NUMBER ON BUILDING STILL NOT THERE	204 N WASHINGTON FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-000931(2) DIXON, K	05/18/20 16:00:00	RECHECK FOR VIOLATIONS-CLEARED	424 SHERRY LANE FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000934(2) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-WOOD AND PANELS REMOVED	507 PENDLETON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-000938(2) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-VIOLATIONS CLEARED	304 PENDLETON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001043(2) DIXON, K	05/18/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-BRUSH AND DEBRIS REMOVED	519 WINDOM STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001059(2) DIXON, K	05/25/20 16:00:00	RECHECK FOR LIMBS IN B/Y YARD-TAKEN CARE OF	426 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001063(1) Brooks, C	05/02/20 16:00:00	As of 05/02/20 16: They have taken care of the problem and clear	124 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001065(1) Brooks, C	05/02/20 16:00:00	On 05/02/20 16: They have taken care off the problem and cleared	128 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001092(1) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-CAR MOVED	512 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001096(1) DIXON, K	05/04/20 16:00:00	REINSPECT FOR ORDINANCE VIOLATIONS-DEBRIS REMOVED	610 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001121(1) DIXON, K	05/04/20 16:00:00	RE-HECK FOR ORDINANCE VIOLATIONS-TRUCK MOVED, APPLANCES ETC MOVED	607 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001126(1) DIXON, K	05/04/20 16:00:00	REINSPECT FOR ORDINANCE VIOLATIONS-BRUSH PICKED UP	507 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001127(1) DIXON, K	05/04/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-EXTENDED 17 MONTHS	503 N WASHINGTON STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001159(1) Brooks, C	05/03/20 16:00:00	Still have not moved the car and truck citation will be given	300 MCKINNEY STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001159(2) Brooks, C	05/25/20 16:00:00	As of 05/24/20 16: nothing has been done will be giving another citation	300 MCKINNEY STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001160(1) Brooks, C	05/02/20 16:00:00	As of 05/02/20 16: They have taken care of the problem and clear	400 MCKINNEY STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001161(1) Brooks, C	05/02/20 16:00:00	As of 05/02/20 16: They have taken care of the problem and clear	402 MCKINNEY STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001162(1) DIXON, K	05/25/20 16:00:00	RECHECK FOR ORDINANCE VIOLATION-BRUSH IN B/Y STILL	119 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001163(1) DIXON, K	05/24/20 16:00:00	RECHECK FOR ORDINANCE	125 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN

Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status Case
16-0.0.1164(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-COUCHES MOVED, WEED EATING DONE	105 SHORT STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1165(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-EXTENDED	306 N MAIN STREET FARMERSVILLE, TX 75442				WARNING ISSUED
16-0.0.1166(1) DIXON, K	05/25/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-GRASS WAS CUT BUT STILL NO PROPERTY NUMBER	304 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-0.0.1167(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS- CAR REMOVED AND DEBRIS PICKED UP	302 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1169(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-CARS MOVED AND PORCH REPAIRED	501 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1170(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATION-GRASS MOWED	503 N MAIN FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1171(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR VIOLATIONS-EXTENDED PUTTING GATE ON FENCE	517 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-0.0.1172(1) DIXON, K	05/16/20 16:00:00	CLOSED CITY DID NOT PUT IN DRIVEWAY	421 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1176(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR VIOLATION-GRASS CUT	611 N MAIN STREET FARMERSVILLE, TX 75442				CLOSED
16-0.0.1177(1) DIXON, K	05/25/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS--NUMBER NOT ON HOUSE, APPLIANCE IN DRIVE WAY	701 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-0.0.1179(1) DIXON, K	05/16/20 16:00:00	RECHECK FOR ORDINANCE VIOLATION-GRASS CUT	707 N MAIN FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-0.0.1187(1) DIXON, K	05/25/20 16:00:00	RECHECK FOR ORDINANCE VIOLATIONS-GRASS NOT CUT, SIDEWALK NOT CLEARED	213 ORANGE STREET FARMERSVILLE, TX 75442				REFERRED TO MUNICIPAL COUR
16-0.0.1188(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1215 Willow FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1189(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1224 WILLOW LANE FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1190(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1210 WILLOW STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1192(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1236 Willow FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1193(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1242 Willow FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1194(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1239 Willow LANE FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1195(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1304 Willow LANE FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1196(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1313 Willow LANE FARMERSVILLE, TX 75442				NO PROBLEMS
16-0.0.1197(0) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1314 Willow LANE FARMERSVILLE, TX 75442				NO PROBLEMS

Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status Case
16-001198(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1317 Willow Lane				NO PROBLEMS
16-001199(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001200(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1202 RED OAK CIRCLE				NO PROBLEMS
16-001201(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001202(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1433 RED OAK CIRCLE				NO PROBLEMS
16-001203(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001204(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1223 Willow Lane				NO PROBLEMS
16-001205(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001206(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1427 RED OAK CIRCLE				NO PROBLEMS
16-001207(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001208(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1324 Willow Lane				NO PROBLEMS
16-001209(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001210(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1406 RED OAK CIRCLE				NO PROBLEMS
16-001211(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001212(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1402 Willow Lane				NO PROBLEMS
16-001213(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001214(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1408 Willow				NO PROBLEMS
16-001215(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001216(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1415 RED OAK CIRCLE				NO PROBLEMS
16-001217(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001218(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1418 RED OAK CIRCLE				NO PROBLEMS
16-001219(01) DIXON, K	05/03/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001220(01) DIXON, K	05/03/20 16:00:00	INSPECT FOR ORDINANCE	1320 RED OAK CIRCLE CIRCLE				NO PROBLEMS
16-001221(01) DIXON, K	05/04/20 16:00:00	VIOLATIONS-NO PROBLEMS	FARMERSVILLE, TX 75442				NO PROBLEMS
16-001222(01) DIXON, K	05/04/20 16:00:00	ORIGINAL NUMBER NOT IN	713 N WASHINGTON STREET				NOV ISS - CLOSED
16-001223(01) DIXON, K	05/04/20 16:00:00	COMPUTER-RECHECK ON	FARMERSVILLE, TX 75442				
16-001224(01) DIXON, K	05/04/20 16:00:00	16-001101-CLOSED BOAS					
16-001225(01) DIXON, K	05/04/20 16:00:00	MOVED					
16-001226(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATIONS	114 COLLEGE STREET				REFERRED TO MUNICIPAL COUR
16-001227(01) DIXON, K	05/05/20 16:00:00	(COM PLAIN) APPLIANCE IN DRIVEWAY AND JUNK VEHICLES	FARMERSVILLE, TX 75442				
16-001228(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION (COM PLAIN)	201 COLLEGE STREET				NOV ISS - CLOSED
16-001229(01) DIXON, K	05/05/20 16:00:00	JUNK VEHICLES	FARMERSVILLE, TX 75442				
16-001230(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION-TALL GRASS	613 MAPLE STREET				NOV ISSUED - OPEN
16-001231(01) DIXON, K	05/05/20 16:00:00	RECHECK FOR ORDINANCE	FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001232(01) DIXON, K	05/05/20 16:00:00	VIOLATION-GRASS STILL NOT CUT	613 MAPLE STREET				
16-001233(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION-TALL GRASS	FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001234(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION-TALL GRASS	404 SHERRY				
16-001235(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION-TALL GRASS	FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001236(01) DIXON, K	05/05/20 16:00:00	CODE VIOLATION-TALL GRASS	214 N Hamilton STREET				
16-001237(01) DIXON, K	05/05/20 16:00:00	Code violation notice for the grass being to tall.	FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001238(01) DIXON, K	05/05/20 16:00:00	CODE COMPLAINT-TALL GRASS	602 S MAIN STREET				
16-001239(01) DIXON, K	05/05/20 16:00:00	CODE COMPLAINT-TALL GRASS	FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001240(01) DIXON, K	05/05/20 16:00:00	GRASS	000 MAPLE				
16-001241(01) DIXON, K	05/05/20 16:00:00	GRASS	FARMERSVILLE, TX 75442				NOV ISSUED - OPEN

Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status Case
15-001219(1) DIXON, K	05/25/20 16:00:00	RE-CHECK ON VIOLATION-GRASS STILL NOT CUT	000 MAPLE FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
15-001220(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	406 N MAIN 2, TX 75442				NO PROBLEMS
15-001221(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO NUMBER, AA PLANCES BACK	400 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001222(01) DIXON, K	05/11/20 16:00:00	PORCH WEEDEAT BY VIOLATIONS-WEED EAT	412 N MAIN FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001223(01) DIXON, K	05/11/20 16:00:00	AROUND HOUSE WATER LEAK 52 N. MAIN-COMPLAINT	52 N MAIN STREET FARMERSVILLE, TX 75442				
15-001224(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-APPLANCE BACK	414 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001225(01) DIXON, K	05/11/20 16:00:00	YARD, NEEDS TO WEED EAT INSPECT FOR ORDINANCE	420 N MAIN FA2RMERSVILLE, TX 75442				NO PROBLEMS
15-001226(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	424 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001227(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NEED TO WEED EAT AROUND HOUSE	424 B N MAIN FARMERSVILLE, TX 75442				NO PROBLEMS
15-001228(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	502 N MAIN FARMERSVILLE, TX 75442				NO PROBLEMS
15-001229(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	506 N MAIN FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001230(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROPERTY NUMBER INSPECT FOR ORDINANCE	500 N MAIN STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
15-001231(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-GRASS IN SHED AREA NEEDS MOWED	502 N MAIN STREET FARMERSVILLE, TX 75442				NO PROBLEMS
15-001232(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	516 N MAIN FARMERSVILLE, TX 75442				NO PROBLEMS
15-001233(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	602 N MAIN STREET FARMERSVILLE, TX 75442				NO PROBLEMS
15-001234(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	608 N MAIN FARMERSVILLE, TX 75442				NO PROBLEMS
15-001235(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	610 N MAIN FA2RMERSVILLE, TX 7544				NO PROBLEMS
15-001236(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	614 N MAIN STREET FARMERSVILLE, TX 75442				NO PROBLEMS
15-001237(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS INSPECT FOR ORDINANCE	612 N MAIN FARMERSVILLE, TX 75442				NO PROBLEMS
15-001238(01) DIXON, K	05/11/20 16:00:00	VIOLATIONS-NO PROBLEMS CITY ORDINANCE	415 N HARTISON STREET FARMERSVILLE, TX 75442				CLOSED
15-001239(01) DIXON, K	05/11/20 16:00:00	VIOLATION-CAMPER IN FRONT YARD	14065 RED OAK FARMERSVILLE, TX 75442				NO PROBLEMS
15-001241(01) DIXON, K	05/11/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	1319 RED OAK FARMERSVILLE, TX 75442				NO PROBLEMS



Incident # / Officer	Report Date	Description	Incident Address	Victims	Subjects	Offenses	Status
16-001285(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-SHED NEEDS RM2 EPAIRS	421 JACKSON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001286(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	503 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001287(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	507 JACKSON FARMERSVILLE, TX 75442				NO PROBLEMS
16-001288(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	508 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001289(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	605 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001290(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	606 JACKSON FARMERSVILLE, TX 75442				NO PROBLEMS
16-001291(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	602 JACKSON STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001292(01) DIXON, K	05/17/20 16:00:00	MISSING ON SIDES OO HOUSE INSPECT FOR ORDINANCE VIOLATIONS-TALL GRASS	601 JACKSON STREET FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001293(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-PILE OF DEBRIS AND TALL GRASS	555 JACKSON STREET FARMERSVILLE, TX 75442				WARNING ISSUED
16-001294(01) DIXON, K	05/17/20 16:00:00	INAPECT FOR ORDINANCE VIOLATIONS-CAR FTY, COUGH IN F/Y	516 JACKSON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001295(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	514 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001296(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-GRASS, PILE OF WOOD IN BACK YARD	513 JACKSON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001297(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-TALL GRASS	512 JACKSON FARMERSVILLE, TX 75442				NOV ISS - CLOSED
16-001298(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-TREE STUMPS IN BACK YARD	509 JACKSON FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001299(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	504 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001300(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	422 JACKSON FARMERSVILLE, TX 75442				NO PROBLEMS
16-001301(01) DIXON, K	05/17/20 16:00:00	INSPECT OR ORDINANCE VIOLATIONS-TIRES IN BACK YARD PARKING IN B/Y AND F/Y	416 JACKSON STREET FARMERSVILLE, TX 75442				CLOSED
16-001302(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	412 JACKSON STREET FARMERSVILLE, TX 75442				NO PROBLEMS
16-001303(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-NO PROBLEMS	408 JACKSON FARMERSVILLE, TX 75442				NO PROBLEMS
16-001304(01) DIXON, K	05/17/20 16:00:00	INSPECT FOR ORDINANCE VIOLATIONS-TRAILER IN SY, FENCE NEEDS REPAIRS	404 JACKSON STREET FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001305(01) Brooks, C	05/18/20 16:00:00	Need to cut the grass	604 MEADOWVIEW FARMERSVILLE, TX 75442				NOV ISSUED - OPEN
16-001306(01) DIXON, K	05/18/20 16:00:00	CITY ORDINANCE VIOLATION-TALL GRASS	703 N MAIN STREET FARMERSVILLE, TX 75442				CLOSED

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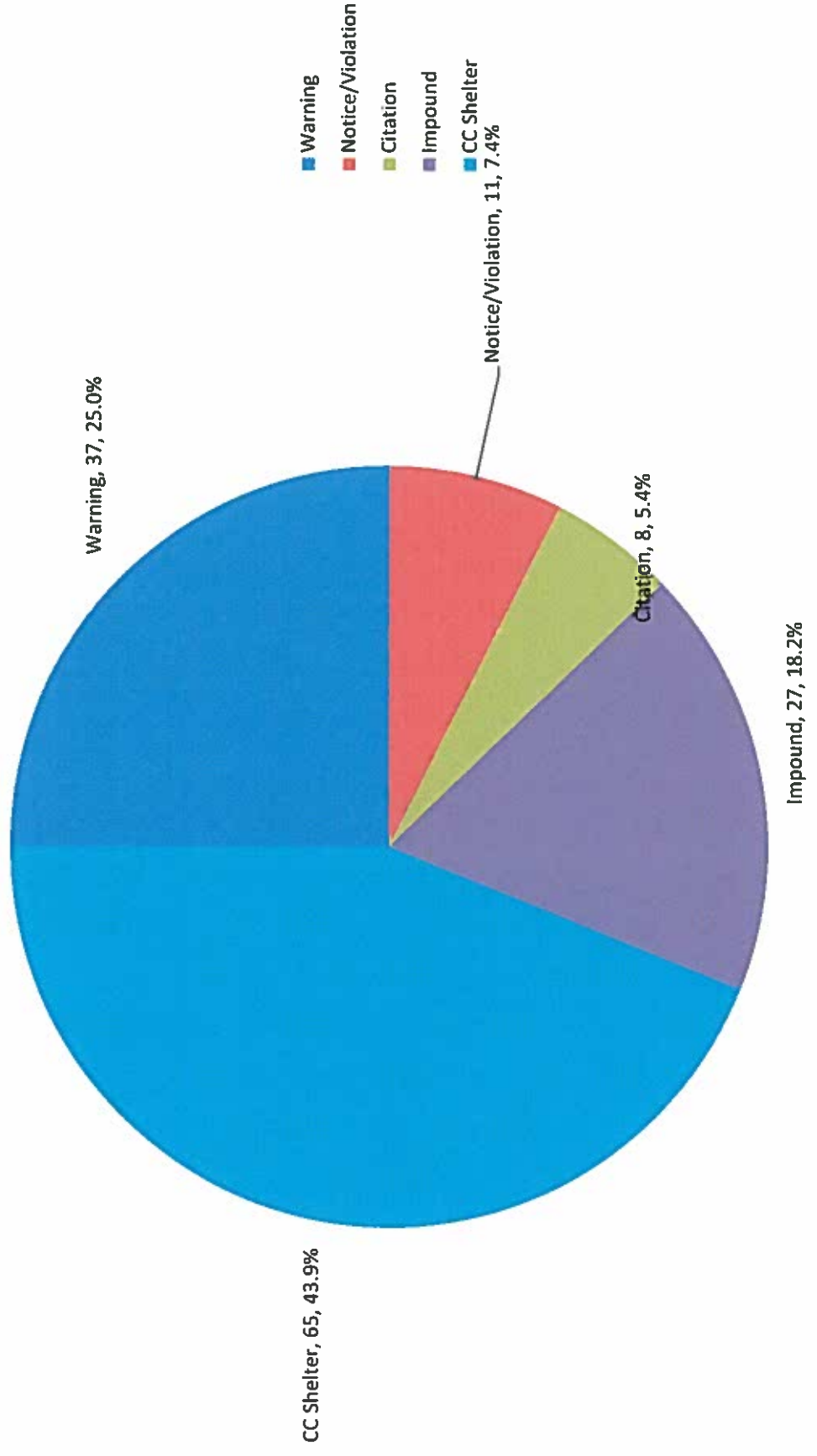
**FARMERSVILLE POLICE DEPARTMENT  
PUBLIC SERVICE OFFICER: ANIMAL CONTROL MONTHLY REPORT**

DATE	TYPE OF CALL	ADDRESS	VIOLATION	WARNING	NOTICE/VIOL	CITATION	IMPOUND	CC SHELTER	CFS#
05/01/2016	Picked up cat	134 Washington	Took cat to shelter					X	
05/03/2016	Picked up dog	134 Washington	Took Dog CCAS					X	
05/04/2016	Picked up dog	605 Meadowview	Took Dog CCAS					X	
05/04/2016	Picked up dog	134 Washington	Took Dog CCAS					X	
5/5/2016	Stray ititens	513 Jacksson	Owner Refused						
5/5/2016	Loose Dogs	105 Short	Spoke w/Owner	X					
05/05/2016	Loose Dogs	309 S. Rike	Spoke w/Owner	X					
05/06/2016	Dog in house	516 Jackson	Took Dog CCAS					X	
05/06/2016	Hurt cat	200 McKinny St.	Owner kept it	X					
05/06/2016	4 Kittens	507 Jackson St.	Took to shelter					X	
5/7/2016	Dead Cat	Main	Disposed Of						
5/8/2016	Loose Dog	SH 78	Unable to Locate						
	8-May Kitten in Drain	Haughton	Pound				X		
5/9/2016	Loose Dog	Tatum	Unable to Locate						
5/9/2016	Loose Dog	S. Main	Unable to Locate						
5/9/2015	Loose Dog	McClouds	Returned to Owner	X					
5/9/2016	Loose Dog	N. Main	Returned to Owner		X				
5/9/2016	Loose Dog	Mckinney	Went Home						
5/10/2016	Set Trap	117 Woodard	Trap Dog						
5/10/2016	Pound	Pick Up Kittens	CCAS (5)				X	X	
5/10/2016	Dog in Trap	117 Woodard	Pound						
5/10/2016	Dog Bite	PR 100	Report Made						
5/11/2016	Loose Cow	SH78	Put Up						
5/11/2016	Loose Cow	Wilcoxson	Put in Ag Bam						
5/11/2016	Loose Goat	Buckskin	Returned to Owner	X					
5/13/2016	Loose Live Stock	SH 78	Put in Pasture						
05/16/2016	Baby Possum	119 North Johnson	Let it go						
05/16/2016	Traped Cat	134 N. Washington	Picked up					X	
05/16/2016	5 Kittens	202 N. Rike	Picked up					X	
05/16/2016	Hurt cat	134 N. Washington	Helped get jar off its head						
5/16/2016	Abandoned Dogs	513 Jackson	Owner was with Dogs						
05/17/2016	Loose dog	511 Old Josephine Rd.	Got with owner	X					
05/17/2016	Loose dog	124 N. Washington	Picked up					X	
5/18/2016	Loose Dog	N. Washington	Unable to Locate						
5/19/2016	Loose Dog	Hwy 78	CCAS					X	
05/19/2016	Loose Dog	818 S. Main	Put up	X					
5/20/2016	Loose Dog	Central/Houston	CCAS					X	
5/22/2016	Loose Dog	808 S. Main	Put in Fence	X					
5/20/2016	Loose Horses	SH 78	CCAS					X	
5/23/2016	Stray Dog	F.ville Pkwy	CCAS					X	
5/23/2016	Stray Dog	105 Johnson	Pound				X		
5/23/2016	Loose Dog	818 S. Main	Citation		X				
5/24/2016	Stray Puppy	South Lake	Pound			X			
5/24/2016	Pick Dog	Pound	CCAS						
5/24/2016	Stray Cat	Lincoln/Maple	Unable to locate					X	
25-May	Pick Up Dog	Pound	CCAS					X	
5/26/2016	Stray Dog	Sycamore	CCAS (4)						With Puppies



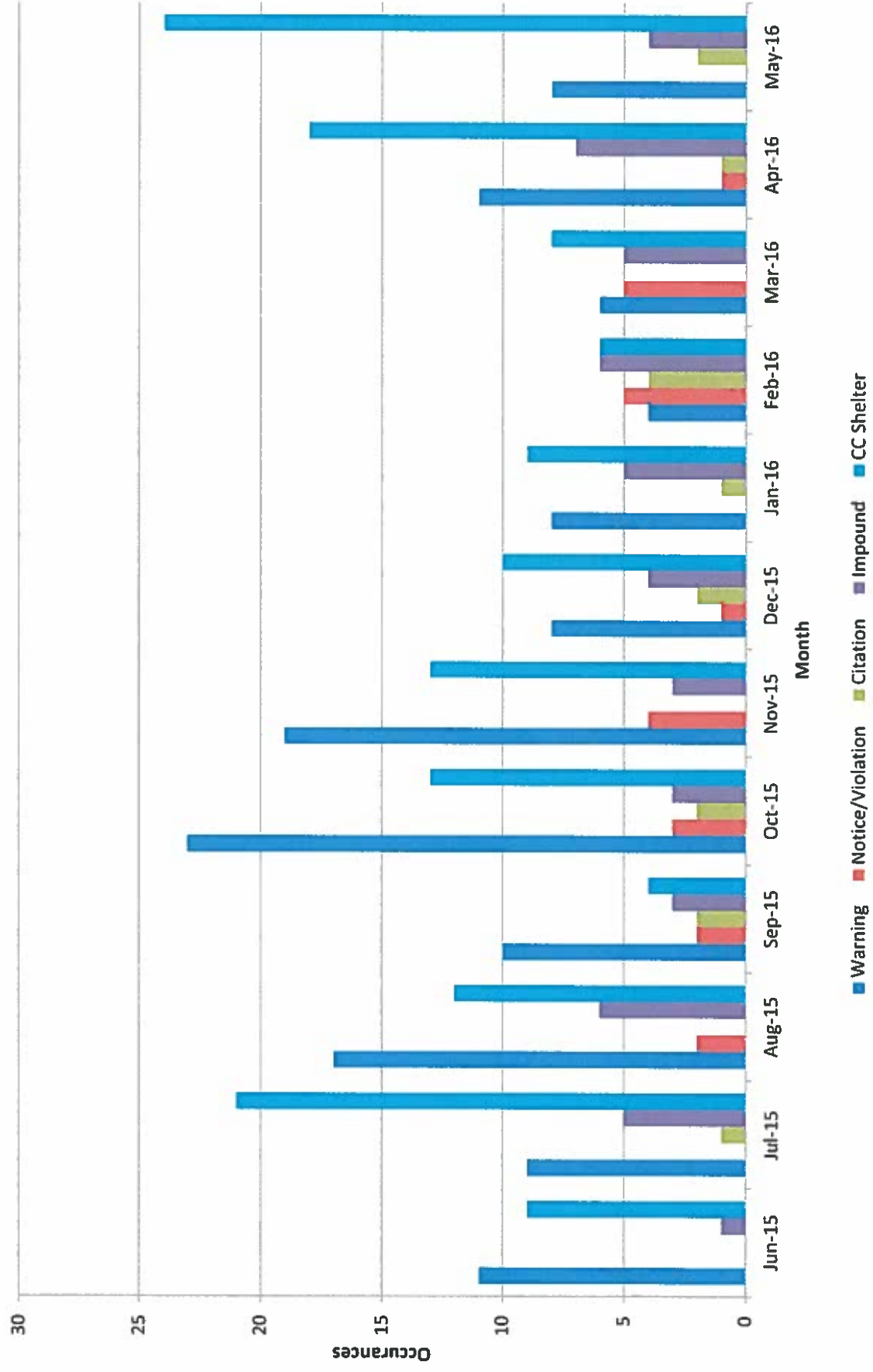
# Animal Control Activity Results

Farmersville Police Department  
Cumulative, Calendar Year 2016



# Animal Control Activity Results

## Farmersville Police Department



Agenda Section	Consent Agenda
Section Number	III.F
Subject	Fire Department Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Fire Department Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> </ul> <p>No motion, no action</p>

## FARMERSVILLE FIRE DEPARTMENT

### SUMMARY OF 100 S. MAIN ST. FIRE

I felt it would be good to give the council a brief summary of the fire that took place May 28<sup>th</sup> in our downtown area. The initial call came in at 10:06 a.m. and Farmersville Fire Department dispatched at 10:09 a.m. They arrived on scene at 10:14 a.m. and began fighting the fire.

The fire appears to have started in the Gazebo Manufacturing Bldg. and had already quickly spread into the next two adjoining buildings. Initial mutual aid was called into Princeton and Josephine. The County Fire Marshal's office responded as well. Public works were on scene and were shutting down electrical lines.

The incident had grown to a multi-agency unified command system so incident command was turned over to them. Chief Morris began duties as an operations chief on the "A" (front side) of the structures. Additional department were called in for assistance and included Nevada, Blue Ridge, Caddo Mills, and Wylie. The Red Cross were also notified. AMR set up rehabilitation for the firefighters at the Onion Shed.

The fire had begun to work its way through the windows into Clay Potters Auction. This was where the majority of efforts were done to stop the growth of the fire. The fire was brought under control and extinguished. The scene officially ended at 4:04p.m.

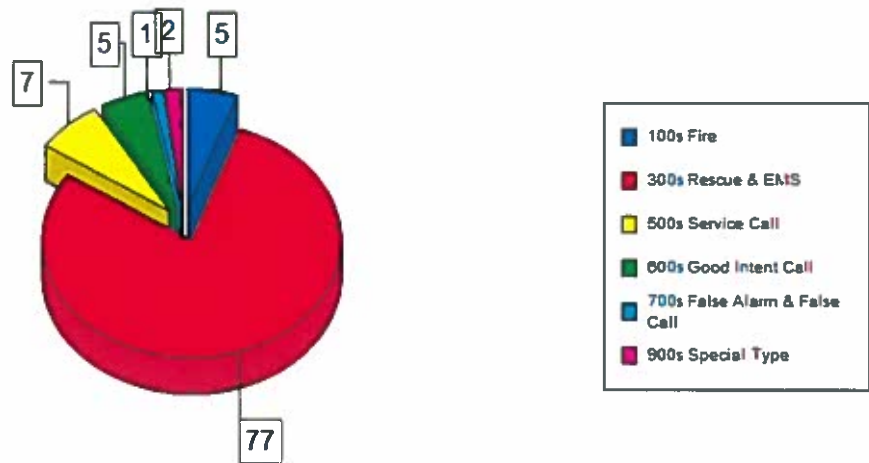
KIM MORRIS  
Farmersville Fire Chief

**FARMERSVILLE FIRE DEPARTMENT  
CITY COUNCIL MONTHLY REPORT  
MAY, 2016**

1. The Department hosted a vehicle fire training class taught by Collin County College. The new training vehicle was brought and set up in the high school parking lot. Josephine and Nevada Fire Departments sent members as well for the training.
2. The Department participated in Farmersville High School's Special Olympics.
3. The Annual Fish Fry was held at the High School again and was a huge success. The evening seemed to be enjoyed by the many that attended.
4. The Departments Annual Ladder Test was performed again this year by American Test Center. All ladders including the aerial passed.
5. Farmersville suffered a large structure fire in the downtown area May 28<sup>th</sup>. This resulted in requiring mutual aid from several agencies. Josephine, Nevada, Blue Ridge, Princeton, Caddo Mills and Wylie Fire Departments were called in. Collin County Fire Marshals, Red Cross and Farmersville Public Works additionally responded. There were also numerous businesses that donated food and water to firefighters as well. I would like to personally thank all those that assisted in these efforts.

**KIM MORRIS**  
**Farmersville Fire Chief**

## Incident Report by Type of Incident

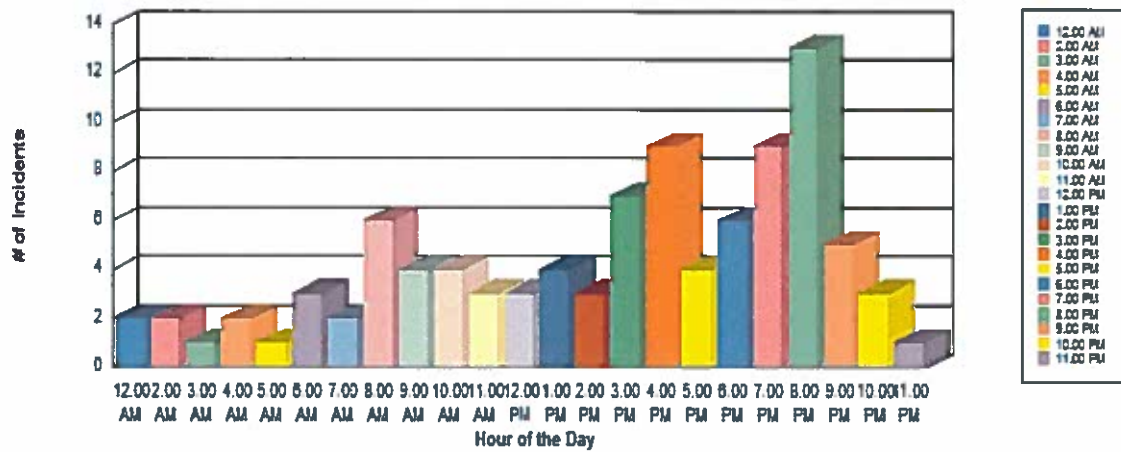


Type Of Incident:	Total of Incidents:	Percentage Value
100 Series-Fire	5	5.15%
300 Series-Rescue & EMS	77	79.38%
500 Series-Service Call	7	7.22%
600 Series-Good Intent Call	5	5.15%
700 Series-False Alarm & False Call	1	1.03%
900 Series-Special Type	2	2.06%

**Grand Total    97**

**Type Of Incident Most Frequent: 300 Series-Rescue & EMS**

## Incident Totals by Hour



**Hour of the Day: 12:00 AM**

Total # of Incidents: 2.00      % of Total Incidents: 2.06%

**Hour of the Day: 1:00 AM**

Total # of Incidents: .00      % of Total Incidents: 0.00%

**Hour of the Day: 2:00 AM**

Total # of Incidents: 2.00      % of Total Incidents: 2.06%

**Hour of the Day: 3:00 AM**

Total # of Incidents: 1.00      % of Total Incidents: 1.03%

**Hour of the Day: 4:00 AM**

Total # of Incidents: 2.00      % of Total Incidents: 2.06%

**Hour of the Day: 5:00 AM**

Total # of Incidents: 1.00      % of Total Incidents: 1.03%

**Hour of the Day: 6:00 AM**

Total # of Incidents: 3.00      % of Total Incidents: 3.09%

**Hour of the Day: 7:00 AM**

Total # of Incidents: 2.00      % of Total Incidents: 2.06%

**Hour of the Day: 8:00 AM**

Total # of Incidents: 6.00      % of Total Incidents: 6.19%

**Hour of the Day: 9:00 AM**

Total # of Incidents: 4.00      % of Total Incidents: 4.12%

**Hour of the Day: 10:00 AM**

Total # of Incidents: 4.00      % of Total Incidents: 4.12%

**Hour of the Day: 11:00 PM**

Total # of Incidents: 3.00      % of Total Incidents: 3.09%

**Hour of the Day: 12.00 PM**

Total # of Incidents: 3.00

% of Total Incidents: 3.09%

**Hour of the Day: 1.00 PM**

Total # of Incidents: 4.00

% of Total Incidents: 4.12%

**Hour of the Day: 2.00 PM**

Total # of Incidents: 3.00

% of Total Incidents: 3.09%

**Hour of the Day: 3.00 PM**

Total # of Incidents: 7.00

% of Total Incidents: 7.22%

**Hour of the Day: 4.00 PM**

Total # of Incidents: 9.00

% of Total Incidents: 9.28%

**Hour of the Day: 5.00 PM**

Total # of Incidents: 4.00

% of Total Incidents: 4.12%

**Hour of the Day: 6.00 PM**

Total # of Incidents: 6.00

% of Total Incidents: 6.19%

**Hour of the Day: 7.00 PM**

Total # of Incidents: 9.00

% of Total Incidents: 9.28%

**Hour of the Day: 8.00 PM**

Total # of Incidents: 13.00

% of Total Incidents: 13.40%

**Hour of the Day: 9.00 PM**

Total # of Incidents: 5.00

% of Total Incidents: 5.15%

**Hour of the Day: 10.00 PM**

Total # of Incidents: 3.00

% of Total Incidents: 3.09%

**Hour of the Day: 11.00 PM**

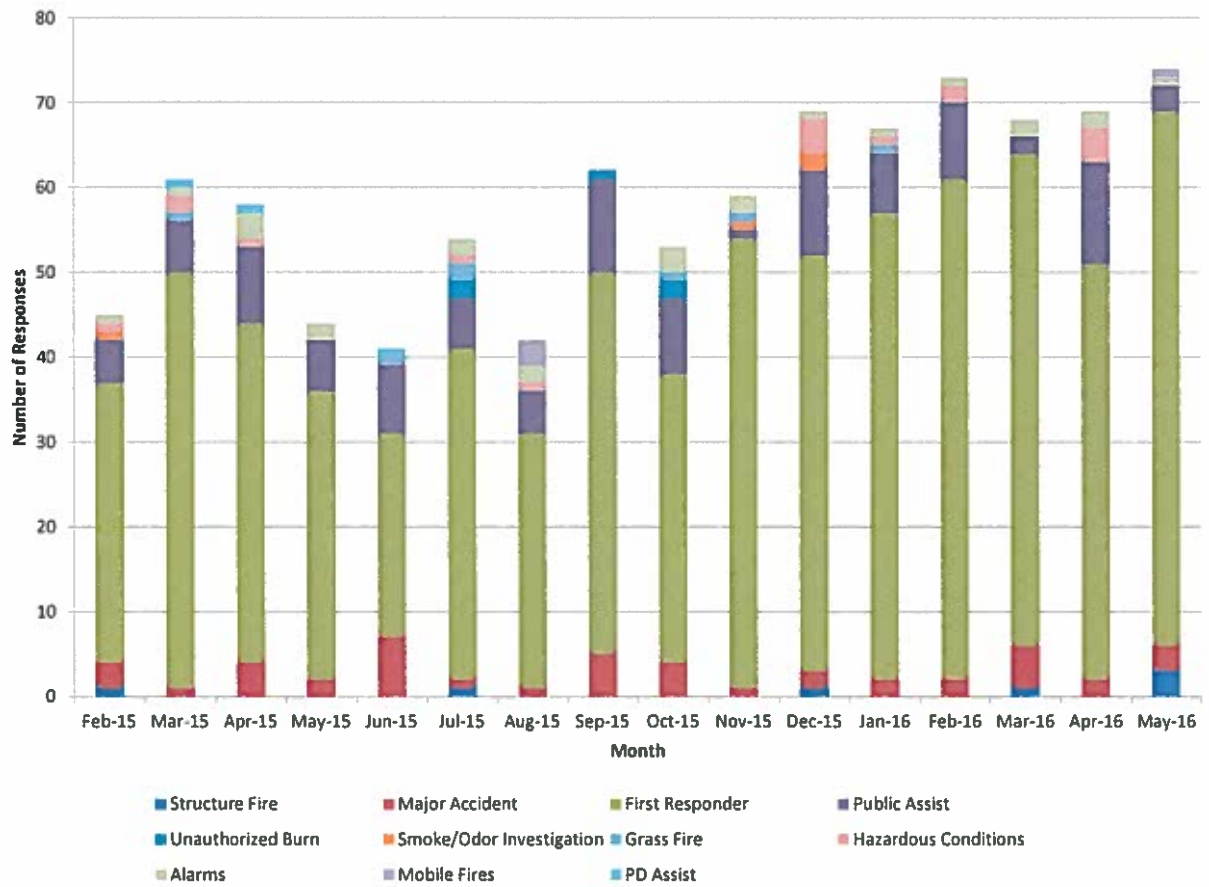
Total # of Incidents: 1.00

% of Total Incidents: 1.03%

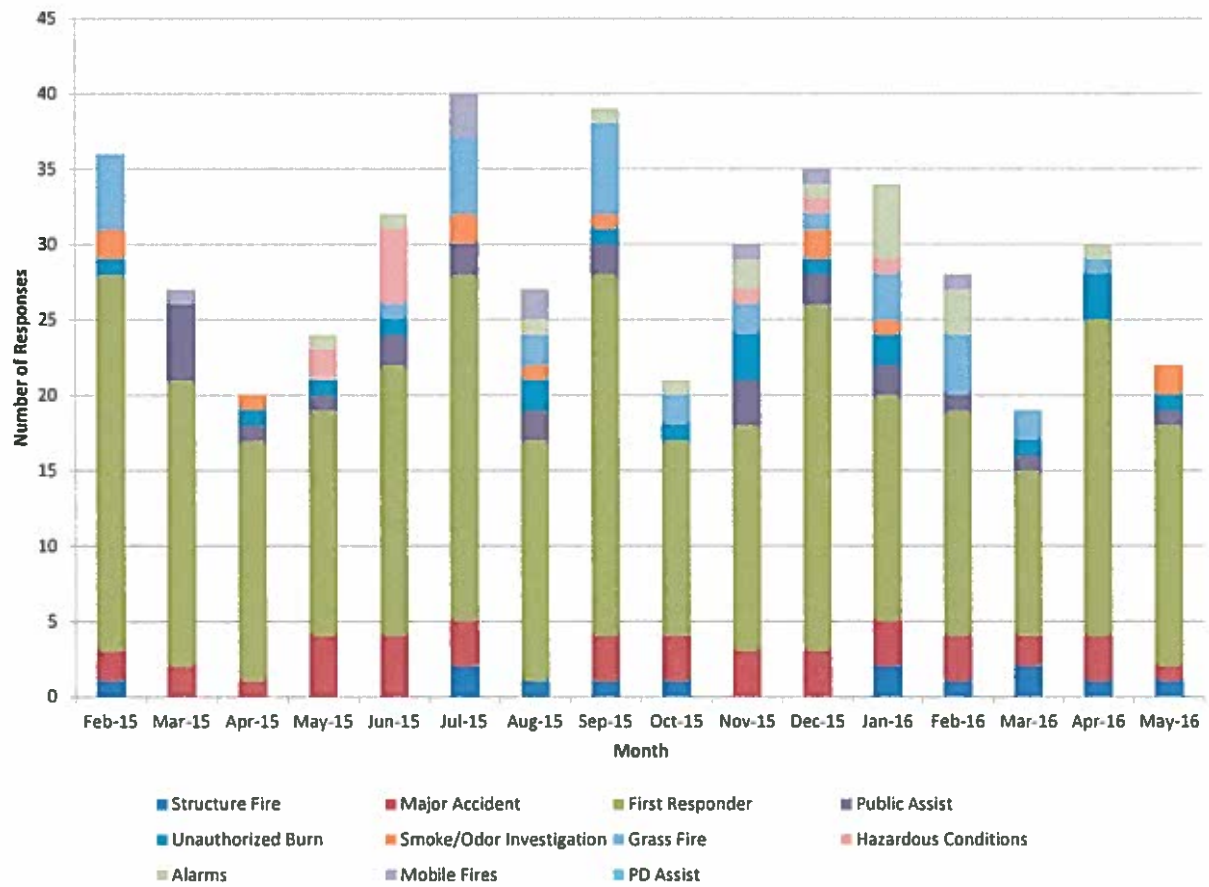
**Grand Total Incidents: 97.00**



### Farmersville Fire Department City Responses



## Farmersville Fire Department County Responses



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Agenda Section	Consent Agenda
Section Number	III.G
Subject	Municipal Court Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Municipal Court Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> <li>• Motion/second/vote <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Approve with Updates</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <li><input type="checkbox"/> Approve</li> <li><input type="checkbox"/> Disapprove</li> </ul> </li> <li>• Move item to another agenda. _____</li> <li>• No motion, no action</li> </ul>

The following is an outline regarding the daily operations of the Farmersville Municipal Court. It would be impossible to include all of the varied duties of court clerk in this outline. However, it will give a brief overview of several aspects of the job duties.

Since City Hall has a very small staff, we all share the responsibilities of covering other positions, answering phones, etc.

### • **DUTIES OF THE COURT CLERK**

- Enter and maintain citations;
- Prepare cases and process (complaints, warrants, capiases, summons, subpoenas, etc);
- Prepare correspondence and notices;
- Process fine payments and deposits;
- Process bonds (appearance and appeal bonds);
- Maintain accounting records of the court;
- Manage court office;
- Coordinate trials and appearances;
- Manage juvenile cases;
- Maintain court records and docket records;
- Produce reports;
  - Monthly reports to the Office of Court Administration,
  - Notice of final convictions (reported to Texas Department of Public Safety),
  - Notice of the completion dates of DSC (reported to Texas Department of Public Safety),
  - Quarterly and monthly court cost reports (reported to State Comptroller's Office),
  - Excess highway fines (reported to State Comptroller's Office),
  - Suspension of Driver's Licenses (reported to the Texas Department of Public Safety)
  - Notice of violation of non-resident violator compact (reported to Texas Department of Public Safety),
  - Monthly status reports (warrant, bond, citation, juvenile state law, etc), and
  - Summary status reports,
- Coordinating alternative sentencing (driving safety courses, deferred dispositions, community service, community service program, etc);
- Processing dismissals;
  - Dismissals at trial,
  - Valid driver's license dismissals,
  - Valid proof of financial responsibility dismissals,
  - Remedying defects dismissals, and
  - Other dismissals,
- Processing and coordinating warrant issuance and service;

- Maintaining a data base and keeping court records updated;
- Coordinating administrative, contempt and other hearings;
- Processing bond forfeitures;
- Processing cash bond forfeitures;
- Accepting complaints and entering on docket; and
- Performing any other ministerial functions as may be delegated by the judge.

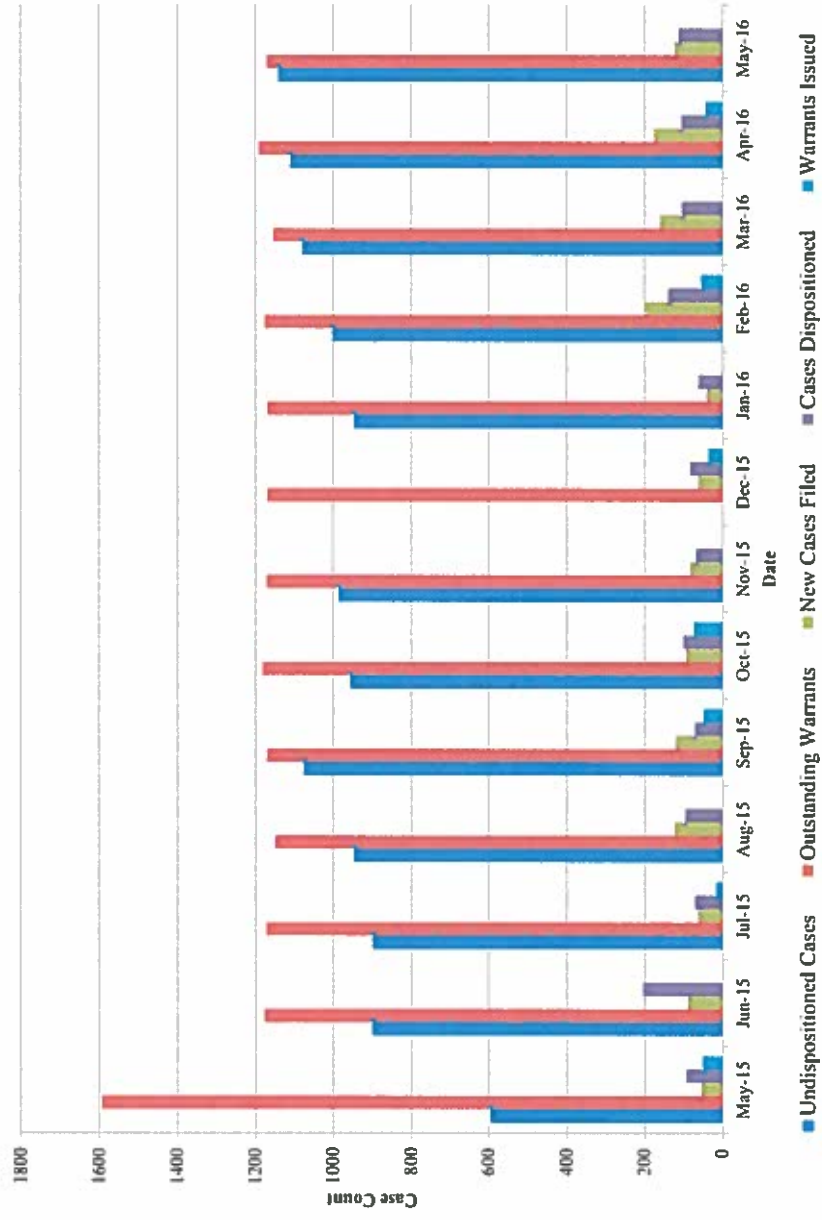
## **FARMERSVILLE MUNICIPAL COURT**

### **MONTHLY REPORT**

**MAY 2016**

Cases Filed	123
Class C Complaints Received	1
Dispositions Prior to Trial	61
Pre-Trial Hearings Held	28
Non-Jury Trials Held	0
Jury Trials Held	0
Cases Dismissed	
After Driving Safety Course	18
After Deferred Disposition	0
After Proof of Financial Responsibility	4
Compliance Dismissal	10
Dismissed by Prosecutor	15
Dismissed by Prosecutor (Cause PD)	3
Dismissed by Prosecutor (Cause CE)	6
Number of Disposed Cases	113
Total Revenue	\$19,788.10
Total Kept by City	\$12,046.45
Total Remitted to State	\$7,741.65

## Municipal Court Case and Warrant Rate





Agenda Section	Consent Agenda
Section Number	III.H
Subject	Warrant Officer Report
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 14, 2016
Attachment(s)	Warrant Officer Report
Related Link(s)	<a href="http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php">http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php</a>
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# City of Farmersville Texas Municipal Court

## Warrant Division- Rick Ranspot- Officer

The duties and responsibilities of the warrant office continue to encompass duties that are normally the responsibility of a City Marshal. The warrant officer is under direction of the Municipal Court, but licensed under the jurisdiction of Farmersville Police Department. We maintain a good working relationship.

The Warrant Division performs the law enforcement duties of the Municipal Court. These duties include arresting defendants in warrant status, transporting prisoners being held on Farmersville Class C warrants and serving summons and subpoenas issued by the Municipal Court. The Warrant Officer also provide security support for court operations. Special training in court security techniques to maintain order in the court and ensure the safety of the judge, prosecutor and all courtroom participants is paramount so we have been taking classes to achieve Courtroom Security certification.

My normal activities consist of, but are not limited to the following outline:

Upon arrival each day I do a site check for anything or anyone unusual or out of place, both outside and inside the building. I also do this throughout the day, and some weekends.

Collin County Jail Record for the previous day is checked name by name against our records to see if any of our wanted persons are incarcerated in county jail. On Monday's the record for arrests on Friday, Saturday, and Sunday are checked. I also check recent arrests in other contiguous counties and take appropriate action to secure a hold on subjects wanted.

We attempt to make contact with persons I have placed on payment plans that have either missed payments or not paying the amount agreed upon. This will a lot of times require a whole new round of research to locate the individual.

Each wanted person is researched to see if we can find a valid and current address, telephone, place of employment, known associates, latest arrests (and where they happened) as well as social media contacts and many other factors to determine where they are. We have collected fines from as far away as New York and even some paid by family prior to release from Texas Department of Corrections.

Managing the time pays takes up a large portion of each day. We attempt to contact by phone, US Mail, and personal visits wherever we can locate the individual at any time day or night.

Many times the only solution is to go out and make arrests. We take our prisoners to the Collin County Jail in McKinney TX. It is always my goal to resolve these cases by payment of fines and will go a long way to achieve this, but we do what it takes to clear cases. Each Patrol Officer is provided a list of wanted persons and have my telephone number. They know they are free to call me 24/7 if the violator they are in contact with shows to have warrants. We will either confirm or non- confirm their warrant status. If we confirm (either non cleared or not current on payment plan) I come to city court, get them the warrant(s) and deliver them to the officer.

We also perform all the functions of Bailiff for the court. This includes courtroom set up, check in, maintaining the peace, courtroom security, collecting fines, arresting and transport of prisoners by court order.

We also serve Subpoena's, Summons, Show Causes and any process issued by Municipal Court

As my office is located in City Hall, we also act as security for City Hall. There are a number of things such as cash, property, sensitive records and people's lives we keep safe.

We deliver important documents to Mayor and City Council Officers. We also deliver important documents to board members.

We are here to serve the citizens and visitors of Farmersville, there is not a task that needs to be done that we will not successfully undertake.

## FARMERSVILLE TEXAS WARRANT OFFICE

### MISSION STATEMENT

- In our pursuit of excellence of service we strive to give people the opportunity to take care of their misdemeanor mistakes and at the same time maintain their self-respect and dignity.

### OPERATIONS

- This office was started from scratch with the hiring of Warrant Officer Rick Ranspot late in the year 2013.

- We began with a desk, chair, telephone, computer, and a large file cabinet full of unresolved cases.
- We have been successful in systematically beginning a contact regimen by developing material to mail to the defendant at the best address we can obtain for them. Many of the warrants are several years old and information is not valid. Many telephone numbers are no good as many people have switched to cell phones only and change providers often. We added software that gives us more up to date information as well as software related to statewide offender's information.
- It is a goal to keep from having to arrest people. They are not doing themselves or the public any good by sitting in jail on the misdemeanor offenses. Often times, the arrest will cost them their employment leading to other problems for them, their family and the citizens. Instead our court has allowed us to be flexible on working out payment plans based on what the defendant can reliably do successfully.
- This involves a tremendous amount of repetitive work keeping the defendant up to date on their plan. They have things happen in their lives to get them off track, costing them time and money. Management of the payment plans consumes many hours each week. Each plan is done on a case by case evaluation. Special consideration is presented to the court in extreme cases.
- The success of this program is largely based on the desire not only to clear the case, either by arrest or the fines being paid, but by getting the defendant to feel the sense of accomplishment in doing what it takes to rectify a bad situation and either become or continue to be a productive member of society.
- When going out to make physical contact with the defendant we have developed a door placard which I leave on the front door of the dwelling along with my business card that alerts the person of the urgency to contact me quickly.
- In addition our Warrant Officer serves as bailiff for our court to ensure security of all those participants. Bailiff also will serve as arresting officer if necessary and transport prisoners to or from the county jail. The Warrant officer also serves the civil process, summons, subpoena's etc. issued from the city court.
- We are also working in conjunction with the court to identify cases in need of closing due to issues such as deaths, grave illness, massive medical issues, and very old class C misdemeanors.

- We have initiated relationships with Warrant Officers from various other jurisdictions and share information on wanted persons. We are always available to back up one of our officers or any other agency as the need arises.
- We do a lot of community policing especially in the business district including membership in civic organizations. This allows for relationships to develop, and we obtain a lot of good information about our defendants from the public.

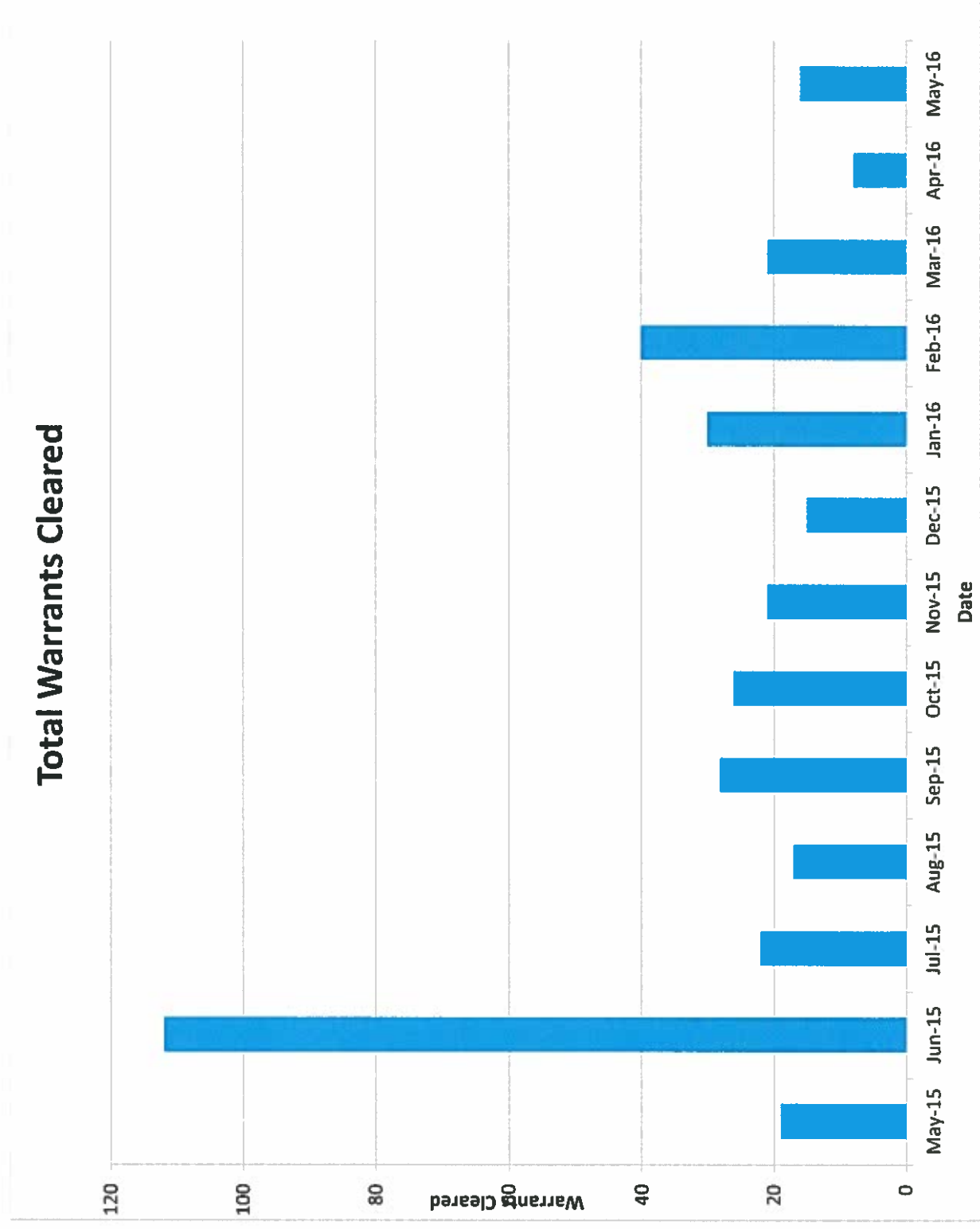
### We are committed to the following values:

- Honesty - truthfulness regardless of circumstances
  - Integrity - honest in word and deed
  - Loyalty - being true to staff and community.
- Professionalism -efficient, proficient, and prepared
  - Diversity - meeting the needs of the community
    - Accountability - responsible for our acts
  - Citizenship - proactive support of our community
- Commitment - to the community and our chosen profession

**FARMERSVILLE MUNICIPAL COURT**  
**WARRANT OFFICER REPORT**  
**MAY 2016**

Total Outstanding Warrants	1170
Total Due from Outstanding Warrants	\$357,711.55
New Warrants Issued by Court	0
Total Warrants Cleared	16
Warrants Cleared by Arrest	3
Total on Payment Plan	195
Total Warrant Revenue	\$6,552.10
Total Time Served Credit	\$2,537.00
Total Cash Payments/Bonds Applied	\$4,015.10
Service Attempts (Including Served)	19
Process Served	19

## Total Warrants Cleared



## Total Warrant Revenue

