

VIII. Regular Agenda

Agenda Section	Regular Agenda
Section Number	VIII.A
Subject	Consider, discuss and act on Resolution #R-2019-0611-001 regarding an updated city financial policy.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	R-2019-0611-001
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	<ul style="list-style-type: none"> • City Council discussion as required
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to another agenda. _____ • No motion, no action

**CITY OF FARMERSVILLE
RESOLUTION # R-2019-0611-001**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, ADOPTING CERTAIN FINANCE DEPARTMENT POLICIES FOR THE CITY OF FARMERSVILLE REGARDING: THE BUDGET; PROCUREMENT INCLUDING PURCHASING, THE USE OF PURCHASING CARDS, AND ETHICAL CONSIDERATIONS; INVESTMENT POLICIES AND STRATEGIES; CASH HANDLING GUIDELINES; AND THE DISPOSAL OF CITY ASSETS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Farmersville acknowledges the high priority of providing the necessary guardianship of public funds in the municipal sector and the need to update and adopt Finance Department Policies as a guide establishing and maintaining the basic framework for the proper fiscal management of the City; and,

WHEREAS, the City Council has previously established and expressly intends to maintain high fiscal standards, delegate treasury and investment duties to appropriate officials, and to review the actual performance at regular intervals; and,

WHEREAS, the City Council has implemented investment requirements set forth in the Texas Government Code, 2256.005, Public Funds Investment, Subchapter A- Public Funds Investment Act and Subchapter B- Investment of Public Funds; and

WHEREAS, the City Council has reviewed the Finance Department Policies attached hereto as Exhibit A and incorporated herein by reference for all purposes allowed by law, and investment strategies related thereto pursuant to Texas Government Code, 2256.005(e) and now desires to confirm such review and reaffirm and readopt the City of Farmersville's Investment Policy adopted by and through Ordinance # R-2015-0623-001 together with the other policies set forth therein;

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

SECTION 1. The City of Farmersville's Finance Department Policies are attached hereto as Exhibit "A" and are available for public viewing at the Farmersville City Hall and on the City's website.

SECTION 2. The City of Farmersville's Finance Department Policies are hereby approved and adopted by the City Council of the City of Farmersville, Texas as the formal policy of the City of Farmersville.

SECTION 3. This Resolution shall take effect immediately from its passage.

SECTION 4. All provisions of any previous resolutions and financial policies of the City of Farmersville in conflict with the provisions of this Resolution are hereby repealed, and all other provisions of the resolutions of the City of

Farmersville not in conflict with the provisions of this Resolution, shall remain in full force and effect.

DULY PASSED by the City Council of the City of Farmersville on this 11th day of June, 2019.

APPROVED:

Jack Randall Rice, Mayor

ATTEST:

Sandra Green, City Secretary

EXHIBIT "A"

City of Farmersville, Texas

Finance Department Policies

BUDGET POLICY

Introduction:

The City of Farmersville, Texas financial policies set forth the basic framework for the fiscal management of the City. These policies are to ensure consistency in the City's financial processes related to revenue, expenditures, purchasing, accounting, investing, fiscal management and integrity, and fund balance. The City's financial policies are intended to assist the City Council and City staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances and conditions. The City of Farmersville will ensure long-standing policies that provide guidelines for current decision-making processes and future plans.

Operating Budget Policies:

The fiscal year of the City of Farmersville shall begin on October 1 of each calendar year and end on September 30 of the following calendar year. The fiscal year will also be established as the accounting and budget year.

The operating budget will be balanced with current revenues and a portion of beginning resources or fund balances which will be greater than or equal to current expenditures or expenses. The City Manager's budget shall assume, for each fund, operating revenues that are equal to, or exceed operating expenditures.

Annual estimates of revenues in all funds will be based on historical trends, and reasonable expectations and assumptions regarding growth, the state of the economy, and other relevant factors. A conservative approach will be observed in estimating revenues.

Expenditures in all funds will be managed so as to ensure the fund's obligations are met when due. Throughout the year the Finance Department will provide regular budgetary comparisons reports to Department Supervisors and the City Manager. These reports will highlight Current Budget, Current Period, Year to Date Actual, and Budget Balance expenditures and revenues. These periodic budgetary comparisons statements of revenue and expenditures will allow department directors to adequately manage their department's budget and anticipate revenues and expenditures.

Expenditures within each Fund will remain within each department's original appropriation unless an intra-fund budget transfer is approved by the City Manager. The City Manager is authorized to approve intra-fund transfers. Only the City Council may approve inter-fund transfers. Budget amendments will occur when total actual expenditures exceed, or are anticipated to exceed, budgeted expenditures in any fund(s). Budget amendments are authorized only by the City Council approved by ordinance. If at any time during a fiscal year the City Manager estimates that current year expenditures in any fund will exceed available revenues, the City Manager will submit a plan to the City Council addressing the estimated deficit including a plan of action to overcome the estimated deficit.

Farmersville's budget is coordinated to identify major policy issues for the City Council to consider several months prior to the budget approval date. In this way, the Council has adequate

time to evaluate decisions and ensure proper decisions are made. The budget review process will include City Council, City staff, and citizen participation through public hearings, and in accordance with the requirements of Texas law.

Each department head is responsible for ensuring proper budgetary procedures are followed throughout his or her department.

Investments made by the City of Farmersville will be in compliance with policies contained in the City of Farmersville Investment Policy and the Public Funds Investment Act. All investments will be evaluated upon safety, liquidity, and yield. Interest earned from investment of available funds is based on departmental ownership of the invested dollars and will be booked to the appropriate department's fund when realized.

After City Council adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the City Council shall constitute the official appropriations for the current year and shall constitute the basis of the official levy of the property tax. Following the final adoption of the budget by ordinance, the City Council shall pass an ordinance levying property taxes for the current year.

Fund Balance:

A key element of the financial stability of the City is to establish guidelines or "safe harbors" for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, and similar circumstances. The fund balance also provides cash flow liquidity for the City's general operations.

For governmental funds, it is important to distinguish between fund equity and fund balance. A fund's equity is typically the difference between its assets and liabilities. Fund balance is an accounting distinction made between the portions of fund equity that are spendable and non-spendable. The Governmental Accounting Standards Board has established 5 classifications of fund balance:

1. **No spendable fund balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory or permanent funds (i.e. endowment funds).
2. **Restricted fund balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and child safety fees.
3. **Committed fund balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

- a. The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the City Council at the City Council's properly noticed meeting. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.
4. **Assigned fund balance** – comprises amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund (i.e. only funds in the capital projects fund may be used for capital projects).
 - a. The City Council has authorized the City Manager to assign fund balance to a specific purpose as approved by this fund balance policy.
5. **Unassigned fund balance** – is the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

Minimum Unassigned Fund Balance

The City shall set aside resources during years of growth to fund a reserve for years of decline and/or to fund capital out of current funds for projects that would have otherwise been funded through debt financing. It shall be the goal of the City to maintain an unassigned fund balance in the General Fund of 25% of total appropriations.

Minimum Unrestricted Net Assets

The City shall set aside resources during years of growth to fund a reserve for years of decline and/or to fund capital out of current funds for projects that would have otherwise been funded through debt financing. It shall be the goal of the City to maintain unrestricted net assets in the Utility Fund (a non-governmental type fund) of 25% of total appropriations.

At the close of each fiscal year, the unencumbered balance of each appropriation shall revert to the fund from which it was appropriated.

If minimum fund balance falls below the goals stated above, the City Manager will develop a strategy to initially evaluate current government wide spending to determine areas where cost efficiencies may be realized and implement those efficiencies. Should the analysis prove insufficient to attain the goal, a multi-year strategy will be put in place to meet the goals through a combination of cost cutting, cost recovery, and revenue enhancing strategies.

Order of Expenditure of Funds

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council, and unassigned fund balance), the City will start with the most restrictive category and spend those funds first before moving down to the next category with available funds.

Financial Policies:

The accounts of the City are organized and operated on the basis of funds and account groups. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

The City's annual budget shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental and proprietary funds except the capital projects fund, which adopts project-length budgets.

Account balances shall be reported on the cash basis of accounting within the General Fund and other governmental funds and the cash basis of accounting in the Utilities Fund.

Quarterly Reports:

Revenues actually received will be regularly compared to budgeted revenues and variances will be investigated. This process will be summarized in the monthly budget reports prepared and submitted by the City Manager's Office.

The City Manager shall submit to the City Council each month a financial report of the City. The report will compare budget estimates against the previous month realized revenues including year to date realized revenues.

General Obligation Bonds/ Debt:

Farmersville shall have the power to borrow money on the full faith and credit of the City and to issue general obligation bonds for permanent public improvements. The City will also be allowed to borrow money for any other public purpose not prohibited by the Constitution and laws of the State of Texas, and to issue refunding bonds to refund outstanding bonds of the City previously issued. All such bonds shall be voted on and issued in conformity with the laws of the State of Texas.

Any and all bond funds approved by the vote of the Citizens of Farmersville will be expended only for the purposes stated in the bond issue.

The City shall also from time to time borrow money utilizing other available instruments including revenue bonds, certificates of obligation, et al.

In all cases, the City shall evaluate the following prior to incurring debt obligations:

- Ensure that the purpose of the debt is consistent with type of debt instrument;
- Where possible, match the useful life of the asset with the maturity of the debt; and

- Review the maintenance & operations property tax rate against the debt service tax rate and ensure that no more than 35% of the total tax rate is used for debt obligations.

The City will manage the length and maturity of its long-term debt in order to lower net interest cost and to maintain future flexibility by paying off debt earlier.

Revenues:

The City of Farmersville strives to maintain and enhance a diversified and stable revenue system to shelter it from fluctuations in any single revenue source. The City also pursues an aggressive policy of collecting all money due to the City. The City will continue an aggressive policy to reduce the level of delinquent taxes.

For every annual budget, the City shall levy two property tax rates: maintenance/operations (M&O) and debt service (I&S). The debt service levy shall be sufficient for meeting all principal and interest obligations associated with the City's outstanding debt, less money transferred into the debt service fund from other funds and any self-sustaining debt such as revenue bonds, for the budget year. The operation and maintenance levy shall be accounted for in the General Fund.

The City is primarily a bedroom community with a heavy reliance upon property taxes. In order to supplement property taxes, the City has and will continue to support economic development and community development to create a vibrant community with a growing sales tax base to defray the reliance upon property taxes.

The City Manager shall project revenues from every source based on actual collections from the preceding years and estimated collections of the current fiscal year. There are a variety of factors that may impact revenues for an upcoming fiscal year, and the City Manager will take these into account when projecting collections. Sales tax revenue projections should be conservative due to the nature of this more volatile revenue source.

Types of City Funds:

- General Fund is the government's primary operating fund.
- Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term obligation debt of governmental funds.
- Capital Projects Fund accounts for the acquisition of capital assets or construction of major capital projects not being financed by any other fund.
- Utility Fund is used to account for the City's water and wastewater operations and certain long-term debt.

Financial Statements:

The City shall contract with a qualified independent auditing firm to perform an annual independent audit that will be completed and filed with the City Secretary within one hundred eighty (180) days from the completion of each fiscal year, the results of which shall be presented to and approved by the City Council. The financial statements to the City are to be prepared in conformity with generally accepted accounting principles (GAAP) in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the

accepted standard-setting body for establishing governmental accounting and financial reporting principles.

PROCUREMENT POLICY

It is the policy of the City to conduct procurement functions efficiently, effectively and in full compliance with the applicable State Laws, and City Ordinances. This policy outlines the rules and regulations for purchasing goods and services and provides open and fair competition for vendors and contractors. The authority to purchase goods and services and make all sales rests with the City Manager. Additionally, selected Department Heads in the City Departments are authorized to make purchases as provided herein.

Unauthorized personnel who attempt to purchase on behalf of the City of Farmersville, or personnel making unauthorized purchases outside of the guidelines of this manual, may be subject to disciplinary action, legal action, and personal financial liability. This includes any situation in which a person makes or authorizes separate, sequential, or component purchases in an attempt to avoid competitive bidding requirements.

If a City officer or employee intentionally or knowingly makes or authorizes separate, sequential, or component purchases to avoid competitive bidding requirements of Texas Local Gov't Code § 252.021, that officer or employee may be convicted of a Class B misdemeanor. Tex. Loc. Gov't Code § 252.062(a). If a City officer or employee intentionally or knowingly violates Texas Local Gov't Code § 252.021 in some other manner, that officer or employee may also be convicted of a Class B misdemeanor. *Id.* at § 252.062(b). In a case in which a City officer or employee intentionally or knowingly violates any other provision of Texas Local Gov't Code Chapter 252, that person may be convicted of a Class C misdemeanor. *Id.* at § 252.062 (c).

Responsibility:

Each city employee authorized to purchase goods, supplies, equipment, and/or services must ensure the familiarity of the purchasing procedures established. These general guidelines are to be followed by all employees and Department Heads involved in the procurement process.

Duties:

City Manager – The City Manager oversees compliance with all procurement requirements for the purchase of all goods and services established by the Texas Government Code, Texas Local Government Code and any other applicable state or federal statute, rule or regulation as well as the City Policy by means of this policy.

Finance Director – The Finance Director will administer the purchasing rules and regulations as established by the Texas Government Code, Texas Local Government Code and any other applicable state or federal statute, rule or regulation as well as the City Policy, and:

1. Ensure all procurement activities are conducted with the highest level of integrity and ethical standards.
2. Provide suppliers a fair opportunity to compete for City business and protect public funds.
3. Ensure purchases are made according to adopted budget and procedures.
4. Maintain records of capital assets.
5. Determine and implement the most appropriate method of disposal of salvage/surplus property in accordance with applicable procedures.

Requesting Department Heads – The Department Heads will comply with all procurement policies outlined in this policy. The Department Heads shall purchase the proper goods and services to serve the City's need while guarding against the misappropriation of funds.

1. Plan purchase requirements accordingly to allow sufficient time to obtain bids, quotes, or proposals.
2. Ensure adequate funds are appropriated.
3. Provide specifications for goods and services requested.
4. Expenditures not included in the budget must have approval of the City Manager before quotes, bids or proposals are obtained.
5. Provide documentation of any vendor's failure to perform as contracted.
6. Manage department expenditures.

PURCHASING POLICY

The City Manager is authorized to make purchases and enter into contracts on behalf of the City if the amount does not exceed \$50,000. All purchases, transactions and contracts for expenditures involving more than \$50,000 must be expressly approved in advance by the City Council during a duly noticed public meeting. Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, all purchases, transactions and contracts for expenditures regardless of amount must be expressly approved in advance by the City Council during a duly noticed public meeting if—with respect to such purchase, transaction or contract for expenditure—any City Official (as defined in the Farmersville Code of Ethics) is: (1) required to file a Conflicts Disclosure Statement under Chapter 176 of the Texas Local Gov't Code or the Farmersville Code of Ethics, as amended; or (2) is a Vendor as that term is described under Section 176.002 of the Texas Local Gov't Code, which includes acting as an agent of a Vendor. Otherwise, the following purchasing procedure is outlined in accordance with the noted dollar thresholds of expenditures.

Petty Cash Purchases:

- Petty cash disbursements of \$50 or less should only be used for small incidental expenditures and not as a method to bypass the City's purchasing process
- The purpose of petty cash fund is to provide departments with ready cash for the payment of various small expenditures, such as postage, water, ice and the like.
- The individual receiving the money must sign a petty cash receipt to acknowledge acceptance of the funds.
- Original purchase receipts must be approved by the Supervising Department Head and turned into finance department to account for any and all disbursements.
- The petty cash should be kept in a locked and secure location in a petty cash box with the key in the custodian's possession

Cash drawers in the utility department hold \$150.00 per drawer and will be required to balance daily.

Expenditures for Goods or Services \$1-\$500:

Department Directors are allowed to make purchases for goods or services under \$500 without seeking bids.

Expenditures for Goods or Services \$501-\$2,999:

Expenditures for good or services over \$500 but not exceeding \$2,999 may be approved at the department level by the Department Director. Department Directors should request and review at least three different quotes or bids unless the purchase is listed under the General Exemptions in Texas Local Government Code Section 252.022. This is an informal bid process and can be done via mail, e-mail, delivery service, telephone or facsimile. In lieu of providing three different quotes or bids, and when approved and authorized in advance by the City Manager, Department Directors may purchase goods or services in this category through a local government purchasing cooperative or interlocal purchasing agreement of which the City of Farmersville is a member or

eligible to participate, where the products and services to be purchased have been submitted for competitive procurement as outlined by state statute.

Expenditures for Goods or Services \$3,000-\$49,999:

Expenditures for good or services equal to \$3,000 but not exceeding \$49,999 are also bid on an informal basis. At least three written bids or quotes are required unless the purchase is listed under the General Exemptions in Texas Local Government Code Section 252.022. The City will contact Historically Underutilized Business as stipulated in Texas Local Government Code Section 252.0215 unless the purchase is listed under the General Exemptions in Texas Local Government Code Section 252.022. In lieu of providing three different written quotes, goods or services in this category may be purchased through a local government purchasing cooperative or interlocal purchasing agreement of which the City of Farmersville is a member or eligible to participate, where the products and services to be purchased have been submitted for competitive procurement as outlined by state statute. All purchases in this category must be approved in advance by the City Manager.

Once the bids have been received and evaluated, the department collecting bids or quotes shall submit a requisition accompanied with a memorandum recommending a bidder. After authorization has been received from the City Manager, the purchase requisition is processed.

Expenditures for Goods or Services \$50,000 and over:

All purchases above \$50,000.00 must be purchased under formal competitive sealed bidding rules or as otherwise permitted by Texas Local Government Code Chapters 252 and 271 or applicable alternate delivery methods identified in the Texas Government Code. No bid process shall begin until approved by the City Manager. The City Council hereby selects as its designated representative the City Manager of the City of Farmersville, Texas to discharge on its behalf any duty it may have now or in the future with respect to any purchase or contract to determine the method(s) of purchase that will best meet the needs of the City.

Sealed Bid/Proposal Procedure:

- The Department Head shall develop specifications for the purchase of goods and services, based upon standards appropriate to meet the City's needs. The specifications are forwarded to the City Manager for approval.
- The Department Head, or designee, shall develop Public Notice of the time and place the bid will be opened. This information must be published in an official newspaper once a week for two consecutive weeks prior to the time set for bid opening. The date of the first publication must be at least 14 days before bid opening date.
- The Department Head, or designee, shall mail or deliver an "Invitation to Bid" to potential bidders at least two weeks prior to the time of the public bid opening.
- All bids received must be filed unopened.
- On the date and time designated in the public notice, the bids shall be opened and read aloud at a public meeting.
- The Department Head, or designee, shall prepare a written tabulation of the bids received and draft a memorandum to the City Manager indicating the low responsible bidder and the Department Head's recommendation for award.

- The City Council will consider awarding the bid to the lowest responsible bidder or to the bidder who provides goods or service at the best value for the City depending on the competitive bidding process used.
- The City Council has the right to reject any and all bids.
- If the contract is for construction of public works, the successful bidder must execute a sufficient bond in the full amount of the contract by a surety company authorized to do business in the state of Texas. The successful bidder must also provide sufficient insurance coverage as required by the bid document. Depending on the City Manager's direction and the value of the contract, the successful bidder may be required to provide a payment bond if the project is for \$50,000 or more, a performance bond if the project is for \$100,000 or more, and/or a maintenance bond.
- All bids and related documentation must be maintained by the City Secretary according to the City's Record Management Program.

(Texas Local Government Code 252 Subchapter C, see also Texas Government Code § 2253.021)

Tie Breaker:

When the City receives two or more bids that are identical, in nature and amount, as the lowest and best bids, the City will select the bidder as follows:

- If only one (1) bidder submitting identical bids is a resident of the City, the City must select that bidder. Otherwise, lots must be cast between the bidders that are residents of the City.
- The Casting of lots must be in a manner prescribed by the Mayor and must be conducted in the presence of the City Council. All qualified bidders or their legal representatives may be present at the casting of lots.

(Texas Local Government Code § 271.901).

Change orders:

For Change Orders to original contracts or purchase orders of \$3,000 or less, City employees shall follow these guidelines:

- A Department Head shall not, without the City Manager's prior approval, authorize an increase in the original contracts amount if the increase will raise the contract over \$3,000.
- If the increase is more the 25% of the original amount but the total contract still does not exceed \$3,000, the Department Head must attach a memorandum to the quotation form explaining the reason for the increase.

For Change Orders to original contracts of \$3,000 or more but less than \$50,000, City employees shall follow these guidelines:

- The Department Heads, shall not, without the City Council's approval, authorize an increase in the original contract amount if the increase will raise the contract over \$50,000.
- If the increase is more the 25% of the original amount, but the total contract still does not exceed \$50,000, the Department Head must attach to the purchase order a memorandum requesting the City Manager's authorization for the change.

For Change Orders to original contracts of \$50,000 or more, City employees shall follow these guidelines:

- If changes in plans or specifications are necessary after a contractor has begun the performance of the contract, or if it is necessary to decrease or increase the quantity of work to be performed, or materials, equipment, or supplies to be furnished, the City Council must approve change orders that exceed the City Manager's authority of \$50,000.
- The original contract price may not be increased by more than 25%. The original contract price may not be decreased by more than 25% without the consent of the contractor.
- If a change order involves a decrease or an increase of \$50,000 or less in the contract price, the City Council may authorize the City Manager to approve the change orders.

(Local Government Code § 252.048)

Contracts:

Annual/Term Contracts:

- Purchase of items or services may be acquired through annual contracts approved according to expenditure authority.
- Contracts over \$50,000 must be awarded on a competitive sealed bid/proposal basis.
- Once an annual contract has been awarded and approved, the responsible department will create an annual or term contract under a single purchase order. There will be no need for further approvals for purchases against the annual contract.
- Details of requested items and unit cost should be indicated on purchase order or an attached document stating the items under contract.

Contracts requiring Issuance of Debt, Certificates of Obligation or Lease-Purchase Agreements

- If the City Manager intends to finance a contract for goods or service through the issuance of bonds, debt, certificates of obligation, certificates of participation, tax anticipation notes, lease-purchase agreements, or any other means, then the City Manager, before soliciting bids, shall receive approval from City Council for such financial arrangements.
- City Council must approve by ordinance the publication of notice for bids for any goods or services financed by Certificate of Obligation.

(Texas Local Government Code Chapter 271, Subchapter C)

Construction Projects:

If the contract is for construction of public works, the Department Head shall:

- Prepare plans and specifications along with bidding and contract documents
- The proposed specifications shall include worker's compensation requirements (*Texas Labor Code 406.096*)
- If the proposed project includes excavation work, then the proposed specifications shall include excavation requirements ("trench safety") and pay items (*Texas Health and Safety Code 756.023*)
- The proposed specification shall include bonding requirements (*Texas Government Code § 2253.021*)
- The proposed specification shall include prevailing wage rate schedules (*Texas Government Code § 2258.021*)
- Department Heads must follow sealed bid procedures.
- Furnish all blue line plans required for bidding the project.

- Furnish a set of the proposed contract documents and specifications.
- Furnish a bid tabulation sheet for project.
- Check references and recommend an action in writing to the City Manager
- Be responsible for designing the proposed project and answering all questions from prospective bidders regarding technical specifications and sharing any such information with all prospective bidders.
- Be responsible for contract administration including notice of award, contract signing, appropriate bonding, notice to proceed and general contract administration.

(Texas Local Government Code § 252.044; Texas Government Code Chapter 2253)

- The City Manager shall send all contracts of \$25,000, both before bidding and again before execution, to the City Attorney for review and approval.
- Upon review and award of contracts the Department Head shall forward all contracts over \$10,000 to the City Secretary with a copy to the Finance Director.
- Forward all addendums of contracts to the City Secretary with a copy to the Finance Director.

Exemptions for Bidding Process

Purchase of Land or Right of Way:

- The purchase of land or right-of-way is exempt from competitive bidding requirements

(Texas Local Government Code § 252.022)

State Contracts:

The City may purchase from the State of Texas CO-OP Purchasing program administered by the Texas Comptroller of Public Accounts without the need for competitive bidding. Search for items could be found through the website www.txsmartbuy.com. The Finance Department is the designated representative authorized to process purchases through these contracts

Interlocal Agreements:

The City may enter into an agreement with another public entity for the purpose of pooling resources to obtain favorable pricing for goods and services. A purchase from an approved Interlocal Agreement satisfies the requirement for competitive bidding. Interlocal Agreements must be approved by the City Council.

Cooperative Purchase Programs:

Purchasing from State cooperatives maximize savings to the City through pooling of economic buying power. The City may purchase items through the following cooperatives:

- Buy Board Cooperative Purchasing – www.buyboard.com

Vendors submitting quotations should be active in the cooperative and must include their member number in the quotation form

(Texas Local Government Code Chapter 271 Subchapter D)

Professional Services of Architect, Engineer, or Surveyor:

Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, purchases of professional services regulated by the Professional Services Procurement Act (PSPAP) shall be in accordance with the requirements outlined in the PSPA as amended.

(Texas Local Government Code § 2254.004)

Emergency Purchases:

Notwithstanding anything to the contrary in this Purchasing Policy or in any other City ordinance, rule, regulation or policy, the City Manager is authorized to make or approve any emergency purchase necessary to respond to a public calamity, or to preserve or protect the public health or safety of the municipality's residents in accordance with the General Exemptions authorized in Section 252.022 of the Texas Local Government Code without seeking bids or contacting Historically Underutilized Businesses. The City Manager shall advise the City Council of any such emergency purchase in excess of \$50,000. When an emergency occurs during office hours and the expense exceeds the normal department approval amount, the department director shall contact the City Manager to receive authorization for the emergency purchase.

Disposal of City Assets

Asset Disposal

Assets and other city-owned personal property may outlive their usefulness and become unserviceable or obsolete. An asset is considered a tangible item of value equal to or greater than \$500.00 that may include furniture, heavy equipment, computers, vehicles, buildings, land and/or infrastructure. Tangible items of less than \$500.00 in value may include furniture, office equipment, specialized light equipment, electronics, and/or appliances are identified as other types of city property.

Before a department removes any assets/property from service, the Department Head shall determine if the asset/item has met any of the following conditions:

- Is obsolete or outdated;
- Is no longer functional for any department within the City;
- Is broken and too costly to repair;
- Is lost or has been stolen;
 - In this case, a written statement must be attached explaining what happened
 - A police report may be necessary based on the circumstances.

May be considered as a trade-in for newer or equivalent to the asset/property.

Items may be disposed of in one of the following methods:

- Public auction – process by which the public has the opportunity to purchase an asset at the highest price. City currently uses Renee Bates
- Bids will be awarded to the highest bidder
- Scrap material – Asset/property take to recycling center by user department
- Destruction as unsalvageable – Asset/property destroyed as it has not value to the City or another organization.

Please note that before any City-owned asset or personal property may be disposed of, the asset or personal property must be declared to be excess or salvage. In addition, please note that the process identified in this document for disposal of property does NOT apply to the sell or disposal of real property (land).

PURCHASING CARD POLICY

Purpose:

The purpose of the Purchasing Card Program is to provide the City with an efficient and controllable method of making small dollar commodity, service, and travel purchases. The City will issue cards from a company that has received the State of Texas purchasing card contract or under a Co-operative purchasing agreement with another municipality within the State of Texas. The card will be primarily used in place of petty cash, small regular purchase orders, blanket purchase orders (where sales are made over-the-counter), emergency purchase orders, and all other credit cards. This card policy is not intended to replace, but rather supplement existing purchasing, travel and other City policies. Participating in the purchasing card program will be the option of the employer. Employees that are not issued a card may obtain travel advances or reimbursements

Use:

The card will be used for the following:

- 1) Any transaction that does not exceed \$1,500 or the cardholder's transaction limit, whichever amount is less.
- 2) Over-the-counter type retail purchases normally made using a charge account or discontinued credit cards.
- 3) Travel related purchases in compliance with the City of Farmersville Travel Policy.
- 4) Any other business related purchase as long as:
 - a. The vendor accepts credit cards, and the goods/services purchases are not covered under a City supply contract. Accounting Department will periodically update staff via email of any commodities that cannot be purchased with the purchasing card.
 - b. All other purchases are to be made using the standard purchasing process.

Transaction/Card Limits:

Each individual purchasing card will have transaction and/or spending limits. The Finance Director has the ability also to limit types of purchases, place of purchase and hours of day purchases can be made on individual cards. The total purchase price as printed on the individual credit card receipt is known as the "transaction amount". The purchasing card may be limited by the merchant type, transaction amount, and monthly transaction limit. The Department Director, Finance Director, and City Manager determine limits.

Cardholder Class	*Per Transaction	*Per Month
Management City Manager, Department Directors	\$ 2,500	\$ 5,000
Supervisory Division Heads, Supervisors	\$ 1,500	\$ 3,000
Intermediate Level Users	\$ 500	\$ 2,000

*The City Manager may set different limits for specific individuals as needed.

Restrictions:

Employees may NOT use the card for the following:

1. Any purchases of items for personal use
2. Cash refunds or advances
3. Any purchases of goods/services at a merchant type not considered prudent or of good judgment
4. Any transaction amount greater than the cardholder's transaction limit
5. Items under contract, unless an emergency exception is granted by the Finance Department
6. Alcohol, liquor, and tobacco products of any kind
7. Separate, sequential and component purchases or any transaction made with intent to circumvent City purchasing policy or state law
8. Any other purchase specifically excluded in the City purchasing policy

Receipts:

All purchases must be supported by a receipt for the purchaser. Any purchase without a receipt shall be the responsibility of the purchaser unless approved by the City Manager.

Audit review:

Purchases using the Farmersville Purchasing cards shall be reviewed for compliance with this policy by the City Auditor during the annual audit process.

ETHICS POLICY

This Ethics Policy is cumulative of any provisions governing ethics or conflicts of interest under state law, the City of Farmersville's Code of Ordinances, and the Farmersville Code of Ethics, all as amended, and in the event of any conflict between any such provisions, the most restrictive provision shall govern. This Ethics Policy will promote the objectives of protecting government integrity and facilitating the recruitment and retention of qualified ethical personnel needed by the City of Farmersville. Such policy is implemented by prescribing essential standards of ethical conduct without creating unnecessary obstacles to entering public service.

As a public entity, the City is expected to be able to demonstrate to the public that it has spent their tax dollars wisely. All participants in the City are responsible for ensuring that money is spent in accordance with the terms and conditions of all the policies of the City of Farmersville. Public employees must discharge their duties impartially so as to assure fair competitive access to government procurement by responsible contractors. Public officials and employees must take precautions to avoid even the appearance of impropriety, self-dealing, favoritism, or undue influence.

Therefore, all persons with the responsibility of handling City of Farmersville monies must obtain and/or create as appropriate adequate documentation, including a clear explanation of the exact purpose of each purchase.

General Ethical Standards:

1. It shall be a breach of ethics to attempt to realize personal gain through public employment with the City of Farmersville by any conduct inconsistent with the proper discharge of the employee's duties.
2. It shall be a breach of ethics to attempt to influence any public employee of the City of Farmersville to breach the standards of ethical conduct set forth in this code.
3. It shall be a breach of ethics for any employee of the City of Farmersville to participate directly or indirectly in a procurement when the employee knows that:
 - a. The employee or any member of the employee's immediate family has a financial interest in the procurement;
 - b. A business or organization in which the employee, or any member of the employee's immediate family, has a financial interest pertaining to the procurement;
 - c. Any other person, business or organization with whom the employee or any member of the employee's immediate family is negotiating or has an arrangement concerning prospective employment is involved in the procurement.
4. It shall be a breach of ethics for any employee of the City of Farmersville to accept, receive, or arrange for any gratuity or any offer of employment in connection with any decision, approval, denial, recommendation, preparation of any part of a program requirement or purchase request, influencing the content or any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement of a contract or subcontract, or to any solicitation or proposal thereof, pending before this government.

5. It shall be a breach of ethics for any employee of the City of Farmersville to approve or allow any purchase, transaction or contract for expenditure regardless of the amount unless said employee has been expressly authorized to do so in advance by the City Council during a duly noticed public meeting if—with respect to such purchase, transaction or contract for expenditure—any City Official (as defined in the Farmersville Code of Ethics) is: (1) required to file a Conflicts Disclosure Statement under Chapter 176 of the Texas Local Gov't Code or the Farmersville Code of Ethics, as amended; or (2) is a Vendor as that term is described under Section 176.002 of the Texas Local Gov't Code, which includes acting as an agent of a Vendor.
6. It shall be a breach of ethics for any employee or former employee of the City of Farmersville knowingly to use confidential information for actual or anticipated personal gain, or for the actual or anticipated gain of any person.

BANK DEPOSITORY

The City Council shall select a bank depository that will meet the needs of the City and comply with all state laws governing such depositories and the management and safeguarding of public funds. The City shall issue a request for proposals/qualifications for bank depository services every five years, or more often if necessary. However, said requirements shall not restrict the number of years, either cumulatively or consecutively, that any single bank depository shall be used. Depositories shall be selected based on a number of criteria, including, but not limited to, ability to comply with state and local statutes, customer service, hours of operation, yield on deposits, geographic proximity to City hall, services offered, etc.

INVESTMENT POLICY

A component part of the overall financial management of the City of Farmersville, Texas is an effective cash management plan. Many factors determine the amount of funds on hand during any fiscal year, but these funds are an important revenue source for the City budget. It is imperative that these funds be managed in such a way as to be responsive to the public need and consistent with a conservative cash management plan. To provide this framework for effective cash management, an Investment Policy and a Statement of Investment Strategy have been prepared.

Purpose:

The Investment Policy is authorized by the City Council of the City of Farmersville in accordance with Chapter 2256, Texas Government Code, also known as the Public Funds Investment Act (PFIA). The Policy addresses the methods, procedures and practices that must be exercised to ensure effective and judicious fiscal management of City funds. All such funds will be managed within the guidelines of this Policy with the exception of pension and other deferred compensation plans that are separately managed. Bond funds, in addition to this Policy, shall be managed in accordance with their issuing documentation and all applicable state and federal law.

This Policy provides a separate written investment strategy for each of the City's funds. Each investment strategy describes the investment objectives for each particular fund according to the following priorities:

- 1) Investment Suitability
- 2) Preservation and Safety of Principal
- 3) Liquidity
- 4) Marketability Prior to Maturity of each Investment
- 5) Diversification
- 6) Yield

Annual Review:

The Investment Policy and the Statement of Investment Strategy will be reviewed on an annual basis by the City Council. Revisions and/or amendments will be approved and documented by the City Council. A written document shall attest to the annual review and amendment adoption.

Investment Objectives:

The investment of funds will be governed by the following investment objectives, in order of priority:

Preservation and Safety of Principal Preservation of capital is the foremost objective of the City. Each investment transaction shall seek first to ensure that capital losses are avoided, whether they are from issuer defaults, erosion of market value, or other risks.

1. Liquidity: The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements that can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements.
2. Public Trust: All employees involved in the City's investment program shall seek to

act responsibly as custodians of the public trust. All employees involved in the investment process shall avoid any transaction which might impair public confidence in the City's ability to govern effectively.

3. **Yield:** The investment portfolio of the City shall be designed to attain a market rate of return throughout budgetary and economic cycles taking into account risk constraints and liquidity needs. Return on investment, while important, is of less importance than safety and liquidity.

Authorized Investments:

While the PFIA allows a wide range of eligible investments, the City has chosen to allow only the following investments, which are more restrictive than the PFIA:

1. Certificates of Deposit, and other forms of deposit, issued in compliance with the PFIA and insured by the FDIC, or when applicable, collateralized in accordance with this Policy and the Public Funds Collateral Act.
2. State or local investment pools organized under the Interlocal Cooperation Act, operating in compliance with the PFIA and authorized by the City Council. The investment pool must be rated AAA, or its equivalent, (as rated by Fitch, Moody's or Standard & Poor's). The investment objective of the pool must be to maintain a stable dollar net asset value.

Prohibited Investments:

The City is expressly prohibited from entering into options trading or futures contracts, hedging or purchasing any security that is not authorized by Texas State law, or any direct investment in asset backed or mortgage-backed securities. The City expressly prohibits the acceptance of Interest-only (IO) and Principal-only (PO) Collateralized Mortgage Obligations (CMOs) as collateral for bank deposits or repurchase agreements. No transactions may be entered for speculation. No transaction may be entered using leverage.

Protection of Principal:

The City shall seek to control the risk of principal loss due to the failure of an issuer or grantor. Such default risk shall be controlled by investing only in the safest types of issuers as defined in the Policy and by collateralization as required by law.

The purchase of individual securities shall be executed by "delivery versus payment" (DVP) method through the City's safekeeping agent. By so doing, City funds are not released until the City has received, through the safekeeping agent, the securities purchased.

Diversification by Investment Type:

When appropriate and applicable, diversification by investment type shall be maintained by ensuring an active and efficient secondary market in portfolio investments, and by controlling the market and opportunity risks associated with specific investment types. Undue concentrations of assets in a specific maturity sector shall be avoided. Bond proceeds may be invested to comply with Federal arbitrage restrictions or to facilitate arbitrage record-keeping and calculation.

Diversification by Investment Maturity:

In order to minimize risk of loss due to interest rate fluctuations, investment maturities will not exceed the anticipated cash flow requirements of the funds. Maturity guidelines by fund are as

follows:

Operating Funds Strategy:

Suitability – Any investment eligible in the Investment Policy is suitable for Operating Funds.

Safety of Principal – All investments shall be of high quality with no perceived default risk. Market price fluctuations may occur. However, by managing the weighted average days to maturity for the Operating Fund's portfolio to less than 270 days and restricting the maximum allowable maturity to two years, the price volatility of the overall portfolio will be minimized.

Marketability – Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement.

Liquidity – The Operating Fund requires the greatest short-term liquidity of any of the Fund types. Cash equivalent investments will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Diversification – Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of the City. Market cycle risk will be reduced by diversifying the appropriate maturity structure out through two years.

Yield – Attaining a competitive market yield for comparable investment-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury Bill portfolio will be the minimum yield objective.

Debt Service Funds Strategy:

Suitability – Any investment eligible in the Investment Policy is suitable for the Debt Service Fund

Safety of Principal – All investments shall be of high quality with no perceived default risk. Market price fluctuations may occur. However, by managing Debt Service Funds to not exceed the debt service payment schedule the market risk of the overall portfolio will be minimized.

Marketability – Securities with active and efficient secondary markets are not necessary as the event of an unanticipated cash flow requirement is not probable.

Liquidity – Debt Service Funds have predictable payment schedules. Therefore, investment maturities should not exceed the anticipated cash flow requirements. Cash equivalent investments may provide a competitive yield alternative for short term fixed maturity investments. A singular repurchase agreement may be utilized if disbursements are allowed in the amount necessary to satisfy any debt service payment. This investment structure is commonly referred to as a flexible repurchase agreement.

Diversification – Market conditions influence the attractiveness of fully extending maturity to the next "unfunded" payment date. Generally, if investment rates are anticipated to decrease over time, the City is best served by locking in most investments. If the interest rates are potentially rising, then investing in shorter and larger amounts may provide advantage. At no time shall the debt service schedule be exceeded in an attempt to bolster yield.

Yield – Attaining a competitive market yield for comparable investment-types and portfolio restrictions is the desired objective. The yield of an equally weighted, rolling three-month Treasury Bill portfolio shall be the minimum yield objective.

Ensuring Liquidity:

Liquidity shall be achieved by analyzing and anticipating cash flow requirements, by investing in securities with active secondary markets and by maintaining minimum cash equivalent investment

balances. An investment may be liquidated or redeemed prior to maturity for the following reasons:

1. To meet unanticipated cash requirements
2. To re-deploy cash into other investments expected to outperform current holdings
3. To otherwise to adjust the portfolio.

Depository Agreements:

The City will select and designate a qualified primary bank depository in compliance with State law and the City's purchasing policy.

All depository balances shall be insured or collateralized in compliance with applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards depository deposits. Depositories will be required to sign a Depository Agreement with the City. The Agreement shall address any concerns in relation to acceptable collateral, levels of collateral, substitution and addition of collateral, and reporting and monitoring of collateral. The collateralized deposit portion of the Agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

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

Safekeeping and Custody:

The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure financial institution deposits and repurchase agreements.

Securities owned by the City shall be held in the City's account as evidenced by safekeeping receipts of the institution holding the securities. Safekeeping institutions shall be independent from the parties involved in the investment transaction.

Collateral will be held by a third party custodian designated by the City and pledged to the City as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by a Federal Reserve Bank or branch of a Federal Reserve Bank, a Federal Home Loan Bank, or a third party bank approved by the City and eligible under State law.

Competitive Environment:

It is the policy of the City to provide a competitive environment for all individual investment purchases and sales, and financial institution, money market mutual fund, and local government investment pool selections.

Authority to Invest:

The City Manager and Finance Director shall be the Investment Officers. The Investment Officers shall oversee and approve any deposit, withdrawal, investment, transfer, documentation, and otherwise manage City funds according to this Policy. No person may engage in an investment transaction or the management of funds except as provided under the terms of the Investment Policy, the Statement of Investment Strategy, and other operational procedures established by the City Manager.

In order ensure qualified and capable investment management, within twelve (12) months after taking office or assuming duties, each Investment Officer shall attend a training session relating to his/her investment responsibilities and receive not less than ten (10) hours of instruction. On an ongoing basis, all Investment Officers shall receive not less than ten (10) hours of instruction in each subsequent two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date. Training will be conducted by an independent source approved by the Investment Committee and must include education in investment controls, security risks, strategy risks, market risks and compliance with the Public Funds Investment Act.

Prudent Investment Management:

Each Investment Officer shall perform his/her duties in accordance with the adopted Investment Policy and internal procedures. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the investment of all funds over which the Investment Officer had responsibility, rather than the prudence of a single investment, shall be considered. Investment Officers acting in good faith and in accordance with these policies and procedures shall be relieved of personal liability.

Standard of Care:

The standard of care used by the City shall be the "prudent person rule" and shall be applied in the context of managing the overall portfolio within the applicable legal constraints. The PFIA states:

"Investments shall be made with judgment and care, under circumstances then prevailing, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived."

Standard of Ethics:

Each Investment Officer shall act as custodian of the public trust avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. An Investment Officer shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair his/her ability to make impartial investment decisions. Additionally, an Investment Officer shall file with the Texas Ethics Commission and the City Council a statement disclosing any personal business relationship with an entity seeking to sell investments to the City or any relationship with the second degree by affinity or third degree of consanguinity to an individual seeking to sell investments to the City.

Internal Controls:

The City Manager will establish a system of internal controls that shall be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by City staff. Controls deemed most important would include, but not be limited to:

1. Control of collusion
2. Separation of duties
3. Custodial safekeeping
4. Avoidance of bearer-form securities
5. Clear delegation of authority
6. Written confirmation of telephone transactions
7. Documentation of transactions

As part of the annual audit, the Investment Officers shall facilitate an independent review by the City's external auditor to assure compliance with policies and procedures.

Monitoring Market Value:

Market value of all collateral, mutual funds, pools, and securities will be monitored periodically and obtained from a reputable and independent source.

Effect of Loss of Rating:

All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. At least quarterly, the City shall monitor the rating of all investments, as applicable.

Exemption for Existing Investments:

The City is not required to liquidate investments authorized at the time of purchase.

Performance:

The City's investment portfolio shall be designed to obtain a market rate of return on investments consistent with risk constraints and expected cash flow of the City. Weighted average yield to maturity shall be the performance measurement standard.

Investment Policy Certification:

All investment providers, including financial institutions, broker/dealers, money market mutual funds, and local government investment pools, must sign a certification acknowledging that the organization has received and reviewed the City's Investment Policy and that reasonable procedures and controls have been implemented to preclude investment transactions that are not authorized by the City's Policy.

Reporting:

The Investment Officers shall prepare an investment report monthly in compliance with the PFIA. This report will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to this Policy. The report will be provided to the City Council.

CASH HANDLING POLICY

Introduction

Strong internal controls for cash collection are necessary to prevent mishandling of City funds and are designed to safeguard and protect employees from inappropriate charges of mishandling funds by defining their responsibilities in the cash handling process. The City cash handling policy requires that areas receiving cash be approved by the Auditors as a cash collection point. A cash collection point is defined as a department that handles cash on a regular basis. Although departments with casual cash collections are not recognized as cash collection points, they must follow the same cash handling policies and procedures that apply to the cash collection points. "Cash" is defined as coin, currency, checks, money orders, and credit card transactions.

Required procedures for cash collections:

- Accounting for cash as received
- Adequate separation of duties and checks and balances, which includes cash collecting, depositing, reconciling and reporting.
- Proper pre-numbered receipts given for all non-utility related cash received.
- Approval of any voided cash receipts by City Manager
- Deposits of cash daily into the City's Depository Bank
- Daily reconciliation of deposits and supporting documents
- Daily cash drawers balanced

Procedure of cash collection:

- All cash received must be recorded through a computerized accounting system with computer generated receipts. When a cash collection point with a computerized accounting system uses temporary cash receipts, those temporary receipts must be converted over to computerized receipts same business day. The customer must be presented an official number receipt form with a duplicate record being retained by the receiving department. All numbered receipts must be accounted for, including the original of voided receipts. No other types of temporary receipts are acceptable.
- The cash collection point must maintain a clear separation of duties. An individual should not have responsibility for more the one of the cash handling components: collecting, depositing, disbursement, and reconciling.
- The funds received must be reconciled to a computerized accounting system cash report or to the total of the temporary receipts at the end of the day. Cash must be reconciled separately from checks, credit cards, and money orders.
- All cash must be protected immediately by using a cash drawer, safe or other secure place until they are deposited. A secure area for processing and safeguarding funds received is to be provided and restricted to authorized personnel.
- Checks or credit card transactions will not be cashed or written for more than the amount of purchase.
- Collections must be deposited to the City of Farmersville Depository Bank same business day.

Procedure for cash received in person:

- A receipt must be issued for each payment received. At a minimum, manual pre-numbered receipts must include the date, mode of payment (cash, check, or credit card) and the identification of the department and the person issuing the receipt. Machine generated receipts must contain all information required by the accounting system to properly credit and track the payment.
- All checks must be endorsed immediately
- All voided transactions are to be approved and initialed by City Manager
- Only one cashier is allowed access to a specific cash drawer.
- Cash must be kept in a safe or a secure place

Cash received through the mail:

- The mail must be opened daily
- All checks must be endorsed immediately
- All voided transactions are to be approved and initialed by City Manager
- Only one cashier is allowed access to a specific cash drawer
- Cash must be kept in a safe or a secure place

Balancing of cash receipts:

- All funds collected must be balanced daily, by mode of payment, by comparing the total of the cash, checks and credit cards to the computerized accounting reports. To the pre-numbered receipts totals and to the totals of the money received by mail.
- Over/short amounts must be separately recorded, and investigated and resolved to the extent possible as set out in the over/short portion of this policy

Preparation of deposits:

- Cash handlers will verify deposits and forward transaction report, cash, checks, money orders, and credit card transactions to Finance Director for verification and preparation of deposit slips.
- Checks must be made payable to the City of Farmersville. A calculation tape of the checks should be included with the checks bundled together.
- Cash must be recorded on the deposit slip in the appropriate space.
- Attach a copy of the transaction batch report, showing transaction totals for credit card receipts.
- Only depository issued deposit slips including the appropriate account numbers are used.
- Transporting deposits to depository bank in locking bank bags
- Deposits will be made daily

Cash over/short

All cash overages and shortages must be documented by individual cash drawer on a daily basis and documented with the day's activities. Any shortage or overage must be reported to City Manager immediately. Failure to comply is considered to be at least negligence and could be considered misconduct. In either circumstance the coverage of any shortage must be investigated and the results submitted to City Manager for determination of liability.

Agenda Section	Regular Agenda
Section Number	VIII.B
Subject	Discussion on limiting portable storage buildings.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	None
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to another agenda. _____ • No motion, no action

Agenda Section	Regular Agenda
Section Number	VIII.C
Subject	Consider, discuss and act upon the resignation of Michael Hesse from the FCDC (4B).
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	Resignation Letter
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to another agenda. _____ • No motion, no action

Farmersville City Council

6/5/2019

205 S. Main Street

Farmersville, TX 75442

Honorable Councilmembers,

Good afternoon. Please accept this as my formal resignation to the 4B – Community Development Board. Thank you.

Regards,

Michael Hesse

103 Murchison St.

Farmersville, TX 75442

Agenda Section	Regular Agenda
Section Number	VIII.D
Subject	Consider, discuss and act upon appointments to boards and commissions.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	1. Boards and Commission Excel Spreadsheet 2. Applications
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to another agenda. _____ • No motion, no action

Economic Development Corporation (4A) (Council Liaison: Mike Hurst) (Staff Liaison: Daphne Hamill) 2 members must live in City/3 members can be non-residents or have significant investment in City for more than 1 yr. 2 Terms - 3yrs each	Community Development Corporation (4B) (Council Liaison: Michael Hesse) (Staff Liaison: Dana Mingo) All members must live in FISO 2 Terms - 2 yr each	Building & Property Standards (Council Liaison: Donny Mason) (Staff Liaison: Sandra Green) All members must live in City or own real property in City 2 Terms - 3 yr each 4 members for quorum	Capital Improvement Advisory Commission / Planning & Zoning Commission (Council Liaison: Craig Overstreet) (Staff Liaison: Sandra Green) All members must live in City 2 Terms - 3 yr each	Main Street (Council Liaison: Donny Mason) (Staff Liaison: Dana Mingo) All members must be City residents OR FISO OR have business in Main St District 1 Term - 3 yr ea	City Amenities Board (Council Liaison: Todd Rolen) (Staff Liaison: Paula Jackson) Must comprise of 7 members; All members must live within FISO for at least 1 year preceding appoint, 2 members can live outside city limits 2 Terms - 3 yr ea	City Council 6 elected members Must live within city limits 2 yr Term	Tax Increment Reinvestment Zone (TIRZ)
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EXISTING BOARD MEMBERS

Bob Collins 1st Term 5/18 - 5/21 (FISO)	Tobey Ferguson, Secretary 2nd Term 5/19 - 5/21 (FISO)	Tracy Foltz 1st Term 5/17 - 5/20 (City)	Lance Hudson, Vice-Chairman 1st Term 5/17 - 5/20 (City)	Doris Cooks, President 1st Term 5/17 - 5/20 (FISO) & (Business Owner)	Suzie Grusendorf 2nd Term 5/18 - 5/21 (FISO)	Randy Rice, Mayor 1st Term 5/18 - 5/20	Bob Collins
Jason Lane, Chairman 2nd Term 5/18 - 5/21 (City)	Michael Hesse (resigned) 1st Term 5/19 - 5/21 (City)	Chris Calverley 1st Term 5/18 - 5/21 (City)	Brian Brazil 1st Term 5/18 - 5/21 (City)	Clifford James Moss 1st Term 5/18 - 5/21 (FISO)	Charlotte Holloway 1st Term 5/19 - 5/22 (City)	Craig Overstreet, Place 1 Treasurer 2nd Term 5/19 - 5/21	Tommy Ellison
Diane Piwko 1st Term 5/18 - 5/21 (City)	Sherry McGuire 1st Term 5/18 - 5/20 (City)	Janice Powell 1st Term 5/18 - 5/21 (City)	Rachel Crist 1st Term 5/18 - 5/21 (City)	Billie Goldstein 1st Term 5/17 - 5/20 (FISO)	Cathy Strong 1st Term 5/17 - 5/20 (City)	Donny Mason, Place 2 2nd Term 5/18 - 5/20	Craig Overstreet
Randy Smith 2nd Term 5/19 - 5/22 (City)	Alice Bridges 1st Term 5/18 - 5/20 (City)	Tiffany Hesse 2nd Term 5/19 - 5/22 (City)	Luke Ingram 1st Term 3/17 - 5/20 (City)	Diane Piwko 1st Term 5/18 - 5/21 (City)	John Hollis Young 2nd Term 5/19 - 5/22 (City)	Jim Hemby 1st Term 5/19 - 5/21	
Robbie Tedford 2nd Term 5/19 - 5/22 (FISO)	Jesse Nelsen 2nd Term 5/19 - 5/21 (FISO)	James Riley II 1st Term 5/17 - 5/20 (City)	John Klostermann 1st term 5/19 - 5/22 (City)	Jennifer Jiles 1st Term 5/18 - 5/21 (FISO)	Glenn Bagwell 2nd Term 5/18 - 5/21 (City)	Mike Hurst, Place 4 Mayor Pro Tem 2nd Term 5/18 - 5/20	
	Todd Rolen 1st Term 5/19 - 5/21 (City)	Alternate:	Leaca Caspari 1st Term 5/19 - 5/22 (City)	Ex-Officio Member:	Miranda Martin 1st Term 5/17 - 5/20 (FISO)	Dwain Mathers, Place 5 1st Term 5/19 - 5/21	
	Richard Holbrook 1st Term 5/18 - 5/20 (City)	Alternate:	Paul Kelly, Chairman 1st Term 12/16 - 5/19 (City)		Helaine Holbrook 1st Term 5/17 - 5/20 (City)		

Other Boards

George Crump
NTMWD

Vacant
Texoma Housing Partners

Ben White
North
East Texas Trails (NETT)
Board

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Blake Mounger Home Phone: _____
Home Address: Hwy 78 N, Farmersville Work Phone: _____
Cell Phone: ---
Mailing Address: P.O. Box 765 Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Purchasing & Project MGR Employer: Mechanicalpartners Inc.
Dallas TX
State details of previous experience on any City Boards or Commissions (in any City):

List memberships in any civic organizations:

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- ☒ Building and Property Standards Commission
- ☒ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☐ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission
- ☐ Texoma Housing Partners Board
- ☐ North Texas Municipal Water District (NTMWD) Board
- ☐ North East Texas Trails (NETT) Board



Signature: BM Date: 6/5/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Nadine Wintersound Home Phone: _____

Home Address: CR 650 Work Phone: _____

Cell Phone: _____

Mailing Address: _____ Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Superintendent Employer: Scott and Reid General Contractors

State details of previous experience on any City Boards or Commissions (in any City):

Home Builders Association - PM of the Sementan Inn McKinney

List memberships in any civic organizations:

past youth leader @ church. cub m.m.

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- _____ Farmersville Community Development Corporation Board (4B)
- 2 Farmersville Economic Development Corporation Board (4A)
- _____ City Amenities Board
- _____ Main Street Board
- 2 Planning and Zoning Commission
- _____ Texoma Housing Partners Board
- _____ North Texas Municipal Water District (NTMWD) Board
- _____ North East Texas Trails (NETT) Board



Signature: Nadine Wintersound

Date: 6/4/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: James E. Riley II Home Phone: _____
Home Address: Summit Farmersville TX Work Phone: _____
Cell Phone: _____
Mailing Address: _____ Email Address: _____
Are you a Farmersville resident? Please circle Yes or No If Yes, how long? 45yrs
Are you a registered voter? Please circle Yes or No
Are you in the Farmersville Independent School District? Please circle Yes or No
Occupation: Fire Fighter / Paramedic Employer: Mount Pleasant Fire Dept.

State details of previous experience on any City Boards or Commissions (in any City):

Build and property standards - currently

List memberships in any civic organizations:

Farmersville Masonic Lodge #214, Hella Shrine - Garland, TX

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- 2 Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☐ City Amenities Board
- ☐ Main Street Board
- 1 Planning and Zoning Commission
- ☐ Texoma Housing Partners Board
- ☐ North Texas Municipal Water District (NTMWD) Board
- ☐ North East Texas Trails (NETT) Board



Signature: James E. Riley II

Date: 6-4-2019

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt. to P+Z
1st Term
5/19 - 5/22

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: John KLOSTERMAN Home Phone: _____

Home Address: Maple St Work Phone: _____

Cell Phone: 7

Mailing Address: Maple Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 2 1/2 yrs

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Eng Tech Employer: Raytheon

State details of previous experience on any City Boards or Commissions (in any City):

City Council
Liaison to P+Z

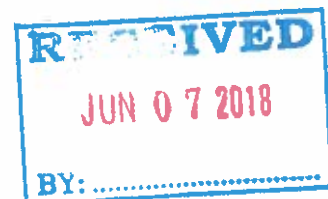
List memberships in any civic organizations:

CAFP

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- 5 Building and Property Standards Commission
- 4 Farmersville Community Development Corporation Board (4B)
- 3 Farmersville Economic Development Corporation Board (4A)
- City Amenities Board
- 2 Main Street Board
- 1 Planning and Zoning Commission



Signature: [Signature]

Date: 6-7-18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt. to P&Z
1st Term
Unexpired 5-18/5-21

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: BRIAN BRAZIL Home Phone:

Home Address: Willow Ln Work Phone:

Cell Phone:

Mailing Address: Willow Ln Email Address:

Are you a Farmersville resident? Please circle Yes or No If Yes, how long? 2 yrs

Are you a registered voter? Please circle Yes or No

Are you in the Farmersville Independent School District? Please circle Yes or No

Occupation: Insurance Agency Manager Employer: Texas Farm Bureau Insurance

State details of previous experience on any City Boards or Commissions (in any City):

List memberships in any civic organizations:

Farmersville Chamber of Commerce

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- 0 Building and Property Standards Commission
- 2 Farmersville Community Development Corporation Board (4B)
- 1 Farmersville Economic Development Corporation Board (4A)
- 4 City Amenities Board
- 5 Main Street Board
- 3 Planning and Zoning Commission



Signature: Brazil

Date: 7/22/18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

RECEIVED City of Farmersville
DATE 6-12-18
BY Paula Jackson

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Appt. to
34 PS Board
for 1st Term
5/18-5/21
(Remaining time
for vacant
spot)

Name: Chris Calverley Home Phone _____

Home Address: Sherry Ln Work Phone _____

Cell Phone _____

Mailing Address: Same Email Address: _____

Are you a Farmersville resident? Please circle Yes or No If Yes, how long? 9 years

Are you a registered voter? Please circle Yes or No

Are you in the Farmersville Independent School District? Please circle Yes or No

Occupation: Landscaping Employer: Oak Groves Landscape

State details of previous experience on any City Boards or Commissions (in any City):

Served on Building + Property since 2015

List memberships in any civic organizations:

In Order of Preference from 1 through 8

If you do not wish to serve on a particular board please leave it blank.

- 1 Building and Property Standards Commission
- _____ Farmersville Community Development Corporation Board (4B)
- _____ Farmersville Economic Development Corporation Board (4A)
- _____ Library / Civic Center Board
- _____ Main Street Board
- _____ Parks and Recreation Board
- _____ Planning and Zoning Commission
- _____ Senior Citizens Advisory Committee

Signature Chris Date 6-11-18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.
A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

RECEIVED City of Farmersville
DATE 10-12-18
BY Theresa Jackson

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: JOE HELMBERGER Home Phone:
Home Address: HOUSTON STREET Work Phone:
Cell Phone:
Mailing Address: SAME Email Address:
Are you a Farmersville resident? Please circle: (Yes) or No If Yes, how long? SINCE 1991
Are you a registered voter? Please circle: (Yes) or No
Are you in the Farmersville Independent School District? Please circle: (Yes) or No
Occupation: CIVIL ENGINEER Employer: KIMLEY-HORN & ASSOCIATES

State details of previous experience on any City Boards or Commissions (in any City):

Mayor 2010-2016
4A - NUMEROUS TERMS

List memberships in any civic organizations:

ROTARY - ATTITUDE OF LEADER
PRESIDENT FARMERSVILLE CHAMBER OF COMMERCE

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- 4 Building and Property Standards Commission
- 2 Farmersville Community Development Corporation Board (4B)
- 1 Farmersville Economic Development Corporation Board (4A)
- 5 City Amenities Board
- 6 Main Street Board
- 3 Planning and Zoning Commission

Signature: [Signature]

Date: 06.12.18

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: JOE STANFIELD Home Phone: _____
Home Address: 10015 20 597 Work Phone: _____
Cell Phone: _____
Mailing Address: _____ Email Address: _____
Are you a Farmersville resident? Please circle Yes or No If Yes, how long? 3 1/2 YEARS
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: RETIRED Employer: SOUTHWEST ELECTRONICS INC

State details of previous experience on any City Boards or Commissions (in any City):

NONE HAVE SERVED ON BUSINESS BOARDS

List memberships in any civic organizations:

INSTITUTE OF ELECTRONICS & ELECTRICAL ENGINEERS; BOWEN CLUB OF DOLLS; BEDFORD YACHT CLUB; THE LIGHTHOUSE CHARITY TEAM

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- Available for Any
- ☒ Building and Property Standards Commission
 - ☒ Farmersville Community Development Corporation Board (4B)
 - ☒ Farmersville Economic Development Corporation Board (4A)
 - ☒ City Amenities Board
 - ☒ Main Street Board
 - ☒ Planning and Zoning Commission



Signature: [signature]

Date: 6-21-18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: TONYA MERCER Home Phone: _____
Home Address: N Hwy 78 Fville 75442 Work Phone: _____
Cell Phone: _____
Mailing Address: N Hwy 78 Fville 75442 Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Realtor Employer: Remax Country Northeast

State details of previous experience on any City Boards or Commissions (in any City):

I have not been on any City boards - but I have been the President + Treasurer of the Farmersville Chambers + The Farmersville Rotary Club. I've been the Board w/ C.O.P + C.A.F.P.

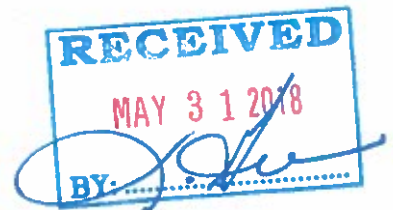
List memberships in any civic organizations:

Farmersville Chambers, Farmersville Rotary, C.O.P + C.A.F.P

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- Building and Property Standards Commission
- 3 Farmersville Community Development Corporation Board (4B)
- 2 Farmersville Economic Development Corporation Board (4A)
- City Amenities Board
- 1 Main Street Board
- 4 Planning and Zoning Commission



Signature: Tonya L Mercer Date: 5/24/18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.
A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

RECEIVED City of Farmersville
DATE 6-12-18
BY Paula Jackson

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Kathy Wingo Home Phone: _____

Home Address: Andrew Dr 7542 Work Phone: _____

Cell Phone: _____

Mailing Address: same Email Address: _____

Are you a Farmersville resident? Please circle: Yes or ☒ No If Yes, how long? _____

Are you a registered voter? Please circle: ☒ Yes or No

Are you in the Farmersville Independent School District? Please circle: ☒ Yes or No

Occupation: Retired Employer: _____

State details of previous experience on any City Boards or Commissions (in any City):

Worked as City Secretary 10+ years prior to retirement.

List memberships in any civic organizations:

Farmersville Built Guild, Chamber of Commerce

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- ☒ Building and Property Standards Commission
- ☒ Farmersville Community Development Corporation Board (4B)
- ☒ Farmersville Economic Development Corporation Board (4A)
- ☐ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission

Signature: Kathy Wingo

Date: 6/11/2018

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

RECEIVED City of Farmersville
DATE 6-12-18
BY Tamela C. Gault

Application

Please return your application to City Hall

City of Farmersville
APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS
Please type or print clearly in ink

Name RON BROWN Home Phone
Home Address P.O. 5102 Work Phone
Cell Phone
Mailing Address P.O. 5102 Email Address
Are you a Farmersville resident? Please circle Yes or No If Yes, how long? 37
Are you a registered voter? Please circle Yes or No
Are you in the Farmersville Independent School District? Please circle Yes or No
Occupation RETIRED Employer
State details of previous experience on any City Boards or Commissions (in any City)
NONE

List memberships in any civic organizations.

RUDIE MURPHY PLANNING, OPTIMIST CLUB,
VFW

In Order of Preference from 1 through 8

If you do not wish to serve on a particular board please leave it blank.

- | | |
|-------------------|-----------------------------------------------------------|
| <u> </u> | Building and Property Standards Commission |
| <u> 1 </u> | Farmersville Community Development Corporation Board (4B) |
| <u> 2 </u> | Farmersville Economic Development Corporation Board (4A) |
| <u> </u> | Library / Civic Center Board |
| <u> 4 </u> | Main Street Board |
| <u> </u> | Parks and Recreation Board |
| <u> </u> | Planning and Zoning Commission |
| <u> 3 </u> | Senior Citizens Advisory Committee |
| <u> </u> | Texoma Housing Partners Board |

Signature Ron Brown Date 6-11-18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442
A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

RECEIVED City of Farmersville
DATE 6-12-18
BY Paula Jackson

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Katherine Hershkey Home Phone: _____
Home Address: HOUSTON ST Work Phone: _____
Cell Phone: _____
Mailing Address: 3 Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Realtor & Photographer Employer: SELF

State details of previous experience on any City Boards or Commissions (in any City):

100% 2 yrs on 4B

List memberships in any civic organizations:

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- 4 ☒ Building and Property Standards Commission
☐ Farmersville Community Development Corporation Board (4B)
☐ Farmersville Economic Development Corporation Board (4A)
☐ City Amenities Board
3 ☐ Main Street Board
2 ☐ Planning and Zoning Commission

Signature: Katherine Hershkey Date: 6/11/18

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt. to 4B
for 1st Term
5/14 - 5/21

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Michael Hesse Home Phone: /
Home Address: Murchison St., Fville Work Phone: Cell
Cell Phone: /
Mailing Address: Same Email Address: /
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 14 yr
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Self Employed Employer: /

State details of previous experience on any City Boards or Commissions (in any City):

City Council - Place 3 2013 - 2019

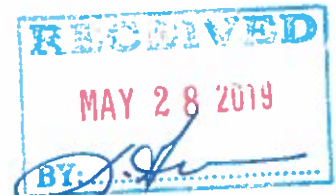
List memberships in any civic organizations:

None

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- Building and Property Standards Commission
- 1 Farmersville Community Development Corporation Board (4B)
- Farmersville Economic Development Corporation Board (4A)
- City Amenities Board
- Main Street Board
- 2 Planning and Zoning Commission



Signature: Michael Hesse Date: 5/27/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt. to 4B
for 1st Term
5/19 - 5/21

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Todd Pelen Home Phone: _____

Home Address: Watford Work Phone: _____

Cell Phone: _____

Mailing Address: same Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 39 years

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Sales Eng. / Warehouse manager Employer: Techtop

State details of previous experience on any City Boards or Commissions (in any City):

Council, Parks and Rec, Planning and zoning

List memberships in any civic organizations:

4th grad leader, leadership at church, Arena director

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- 1 Farmersville Community Development Corporation Board (4B)
- _____ Farmersville Economic Development Corporation Board (4A)
- _____ City Amenities Board
- _____ Main Street Board
- _____ Planning and Zoning Commission



Signature: [Signature] Date: 5-18-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Appt. to
City Amenities
2nd Term
5/19-5/22

Name: JOHN HOLLIS YOUNG Home Phone: _____

Home Address: LEE Work Phone: _____

Cell Phone: _____

Mailing Address: _____ Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: BANKER Employer: HAPPY STATE BANK

State details of previous experience on any City Boards or Commissions (in any City):

AMENITIES BOARD

List memberships in any civic organizations:

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- ☐ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☒ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission



Signature: [Signature]

Date: 4/14/2019

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

1. ... for ... limits

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Appt. to City
Amenities Board
2nd Term -
5/19 - 5/22

Name: CHARLOTTE HOLLOWAY Home Phone: _____
Home Address: WILCOXSON ST. Work Phone: _____
Cell Phone: _____
Mailing Address: WILCOXSON ST. 75442 Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 32 yrs
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: RETIRED Employer: _____

State details of previous experience on any City Boards or Commissions (in any City):

245 ON CITY AMENITIES BOARD

List memberships in any civic organizations:

F.N.S.

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- ☐ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☒ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission



Signature: Charlotte Holloway Date: 4-5-2019

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

11-11-11

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: JOHN MCNEILL Home Phone:
Home Address: N. WASHINGTON Work Phone:
Cell Phone:
Mailing Address: N. WASHINGTON Email Address:
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 5 YRS
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: RETIRED Employer:

State details of previous experience on any City Boards or Commissions (in any City):

NONE

List memberships in any civic organizations:

ATTEND EXERCISE, BINGO, & DINNERS
AT THE SENIOR CITIZENS CENTER

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- ☐ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☒ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission



Signature: [Signature]

Date: 3/27/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Appt. to 4B
for 2nd Term
5/19-5/21

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Tobey Ferguson Home Phone: _____
Home Address: CR 613 Work Phone: _____
Cell Phone: _____
Mailing Address: Same as above Email Address: _____
Are you a Farmersville resident? Please circle: Yes ☒ or No ☐ If Yes, how long? _____
Are you a registered voter? Please circle: Yes ☒ or No ☐
Are you in the Farmersville Independent School District? Please circle: Yes ☒ or No ☐
Occupation: teacher Employer: ISD

State details of previous experience on any City Boards or Commissions (in any City):

2017-2019 Community Development Corporation

List memberships in any civic organizations:

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- ☒ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☐ City Amenities Board
- ☐ Main Street Board
- ☐ Planning and Zoning Commission
- ☐ Texoma Housing Partners Board
- ☐ North Texas Municipal Water District (NTMWD) Board
- ☐ North East Texas Trails (NETT) Board



Signature: Tobey Ferguson Date: 5-10-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

11-00000 FISC

Application

Appt. to B+PS
for 2nd Term
5/19 - 5/22

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Tiffany Hesse Home Phone: _____

Home Address: Murkison Street Work Phone: _____

Cell Phone: Same as home

Mailing Address: Same Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 4 1/2 years

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Regional Mkt Executive Employer: Evergreen

State details of previous experience on any City Boards or Commissions (in any City):

Building and Property Standards Commission
2 years

List memberships in any civic organizations:

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- 1 Building and Property Standards Commission
- 2 Farmersville Community Development Corporation Board (4B)
- 3 Farmersville Economic Development Corporation Board (4A)
- 4 City Amenities Board
- 5 Main Street Board
- 6 Planning and Zoning Commission



Signature: Tiffany Hesse

Date: 5/12/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: ALLISON MATHERS Home Phone: _____
Home Address: College St. Work Phone: _____
Cell Phone: _____
Mailing Address: same Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 1 year
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Realtor Employer: Premier Realty Group

State details of previous experience on any City Boards or Commissions (in any City):

Board Member - Digging for Dragons
(non profit raising \$ for Southlake ISD)
Board Member - Southlake Younglife Ministry

List memberships in any civic organizations:

Husband & I will be joining Historical Society
We joined Chamber of Commerce
Dwain joined Rotary of Farmersville

In Order of Preference from 1 through 6

If you do not wish to serve on a particular board please leave it blank.

- Building and Property Standards Commission
- 3 Farmersville Community Development Corporation Board (4B)
- 4 Farmersville Economic Development Corporation Board (4A)
- City Amenities Board
- 1 Main Street Board
- 2 Planning and Zoning Commission

Signature: [Signature]

Date: 5.16.19



Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt to 4A for
2nd Term
5/19 - 5/22

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Randy W. Smith Home Phone: _____

Home Address: County Road 610 Farmersville Work Phone: Same

Cell Phone: _____

Mailing Address: County Road 610 Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? _____

Are you a registered voter? Please circle: Yes or No ETJ 20yr

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Farmer Financial Consultant Employer: JMR Farms, Ltd.

Former National Bank Examiner, Comptroller of the Currency, U.S. Treasury Dept.
Commercial & Real Estate Loan Officer, Section Chief, Fed Deposit Ins. Corp.; Bank Consultant

State details of previous experience on any City Boards or Commissions (in any City):

3 years Farmersville Economic Development Corp. Board

List memberships in any civic organizations:

Chamber of Commerce, Senior Citizens Center

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- Building and Property Standards Commission
- 2 Farmersville Community Development Corporation Board (4B)
- 1 Farmersville Economic Development Corporation Board (4A)
- 5 City Amenities Board
- 3 Main Street Board
- 4 Planning and Zoning Commission
- Texoma Housing Partners Board
- 6 North Texas Municipal Water District (NTMWD) Board
- North East Texas Trails (NETT) Board



Signature: Randy W. Smith Date: 5-21-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Appt. to 4A for
2nd Term
5/19 - 5/22

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: ROBBIE TEDFORD Home Phone: _____
Home Address: COUNTY ROAD 659 Work Phone: _____
Cell Phone: _____
Mailing Address: PO BOX 272 FARMERSVILLE TX Email Address: _____
Are you a Farmersville resident? Please circle: Yes or (No) If Yes, how long? _____
Are you a registered voter? Please circle: (Yes) or No
Are you in the Farmersville Independent School District? Please circle: (Yes) or No
Occupation: OWNER Employer: TEDFORD CHEVROLET

State details of previous experience on any City Boards or Commissions (in any City):

4A, P&Z

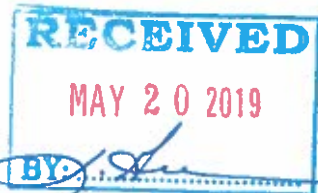
List memberships in any civic organizations:

FARMERSVILLE MASONIC LODGE #214, FARMERSVILLE CENTENNIAL COMMITTEE, FARMERSVILLE EDUCATION FOUNDATION.

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- _____ Farmersville Community Development Corporation Board (4B)
- 1 Farmersville Economic Development Corporation Board (4A)
- _____ City Amenities Board
- _____ Main Street Board
- _____ Planning and Zoning Commission
- _____ Texoma Housing Partners Board
- _____ North Texas Municipal Water District (NTMWD) Board
- _____ North East Texas Trails (NETT) Board



Signature: [Signature]

Date: 5-19-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Linda Foy Home Phone: _____
Home Address: COLLEGE ST Work Phone: _____
Cell Phone: _____
Mailing Address: COLLEGE ST Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 4 yrs
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: RETIRED Employer: IBM

State details of previous experience on any City Boards or Commissions (in any City):

List memberships in any civic organizations:

FARMERSVILLE HISTORICAL SOCIETY FARMERSVILLE OUTREACH ALLIANCE

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- 1 Farmersville Community Development Corporation Board (4B)
- _____ Farmersville Economic Development Corporation Board (4A)
- _____ City Amenities Board
- 2 Main Street Board
- _____ Planning and Zoning Commission
- _____ Texoma Housing Partners Board
- 3 North Texas Municipal Water District (NTMWD) Board
- _____ North East Texas Trails (NETT) Board



Signature: Linda Foy Date: 5/28/19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

Appt to P+Z
1st Term
5/19 - 5/20

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Leana Caspari Home Phone: _____
Home Address: Summit Street Work Phone: N/A
Cell Phone: _____
Mailing Address: P.O. Box 130 Email Address: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 48 years
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: Retired Employer: _____

State details of previous experience on any City Boards or Commissions (in any City):

Planning & Zoning Commission (10+ yrs); FCDC (4B) 8+ yrs; Human Relations Board (2 yrs); Bldg & Property Standards Board (2 yrs); Library Board (4 yrs); Leadership Farmersville

List memberships in any civic organizations:

Chamber of Commerce / First United Methodist Church

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- 1 Farmersville Community Development Corporation Board (4B)
- 6 Farmersville Economic Development Corporation Board (4A)
- 5 City Amenities Board
- 4 Main Street Board
- 2 Planning and Zoning Commission
- _____ Texoma Housing Partners Board
- _____ North Texas Municipal Water District (NTMWD) Board
- 3 North East Texas Trails (NETT) Board



Signature: Leana Caspari

Date: 5/28/2019

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Name: Mike Goldstein Home Phone: _____
Home Address: St. Hwy 78N Work Phone: _____
Cell Phone: _____
Mailing Address: PO Box 348 Email A: _____
Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 28 yrs
Are you a registered voter? Please circle: Yes or No
Are you in the Farmersville Independent School District? Please circle: Yes or No
Occupation: physician Employer: Self

State details of previous experience on any City Boards or Commissions (in any City):

4B

List memberships in any civic organizations:

Rotary Club of Farmersville, IOOF

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- _____ Building and Property Standards Commission
- _____ Farmersville Community Development Corporation Board (4B)
- ☒ Farmersville Economic Development Corporation Board (4A)
- _____ City Amenities Board
- _____ Main Street Board
- _____ Planning and Zoning Commission
- _____ Texoma Housing Partners Board
- _____ North Texas Municipal Water District (NTMWD) Board
- _____ North East Texas Trails (NETT) Board



Signature: Mike Goldstein

Date: 5-28-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Application

Please return your application to City Hall

City of Farmersville

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMISSIONS

Please type or print clearly in ink

Appt to
Main St for
unexpired term
1st Term -
5/17 - 5/20

Name: Billie Goldstein Home Phone: _____

Home Address: St. Hwy 78 N Work Phone: _____

Cell Phone: _____

Mailing Address: P.O. Box 348 Email Address: _____

Are you a Farmersville resident? Please circle: Yes or No If Yes, how long? 493 - 26 yrs

Are you a registered voter? Please circle: Yes or No

Are you in the Farmersville Independent School District? Please circle: Yes or No

Occupation: Housewife Employer: Mike Goldstein

State details of previous experience on any City Boards or Commissions (in any City):

NONE

List memberships in any civic organizations: Rotary - IQOF
Farmersville - Historical Society - Audre Murphy Day

In Order of Preference from 1 through 9

If you do not wish to serve on a particular board please leave it blank.

- ☐ Building and Property Standards Commission
- ☒ Farmersville Community Development Corporation Board (4B)
- ☐ Farmersville Economic Development Corporation Board (4A)
- ☐ City Amenities Board
- ☒ Main Street Board
- ☐ Planning and Zoning Commission
- ☐ Texoma Housing Partners Board
- ☐ North Texas Municipal Water District (NTMWD) Board
- ☐ North East Texas Trails (NETT) Board



Signature: Billie Goldstein

Date: 5-28-19

Please return your application to: City of Farmersville, Attention City Secretary, 205 South Main Street, Farmersville, TX 75442.

A copy of the City's Code of Ethics will be mailed to you upon being appointed to a board.

Agenda Section	Regular Agenda
Section Number	VIII.E
Subject	Update regarding the Reliable Concrete water line.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	None
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action

Agenda Section	Regular Agenda
Section Number	VIII.F
Subject	Discussion on inviting TxDOT to city regarding U.S. Highway 380 alignment.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	None
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action

Agenda Section	Regular Agenda
Section Number	VIII.G
Subject	Consider, discuss and act upon Resolution #R-2019-0611-002 regarding possible alignment of U.S. Highway 380.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	R-2019-0611-002
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action

- Section 2.** The City Council of the City of Farmersville, Texas hereby expresses its support, subject to certain modifications and additional study, for the alignment identified as the "Green Route" or "Green Alignment" that follows the current alignment of US 380 provided that said Green Route is reduced in size from a proposed eight-lane divided roadway with two access lanes to a roadway section that fits within the currently existing right-of-way area of US 380 in its current alignment between Lake Lavon and the Hunt County line; and
- Section 3.** The City Council of the City of Farmersville, Texas hereby expresses its opposition to -- and urges TxDOT to further study and consider a design that will eliminate -- damage to and/or the condemnation of any businesses, churches, residences and neighborhoods adjacent to or in the vicinity of the "Green Route" or "Green Alignment"; and
- Section 4.** This Resolution shall take effect immediately from and after the date of passage and is so resolved.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS ON THE ____ DAY OF JUNE, 2019.

APPROVED:

Jack Randall Rice, Mayor

ATTEST:

Sandra Green, City Secretary

CORRECTLY ENROLLED ON THE ____ DAY OF JUNE, 2019:

Sandra Green, City Secretary

Agenda Section	Regular Agenda
Section Number	VIII.H
Subject	Future of Internet presentation by City Manager and consider, discuss and act on possible survey.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	Power Point Presentation
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action



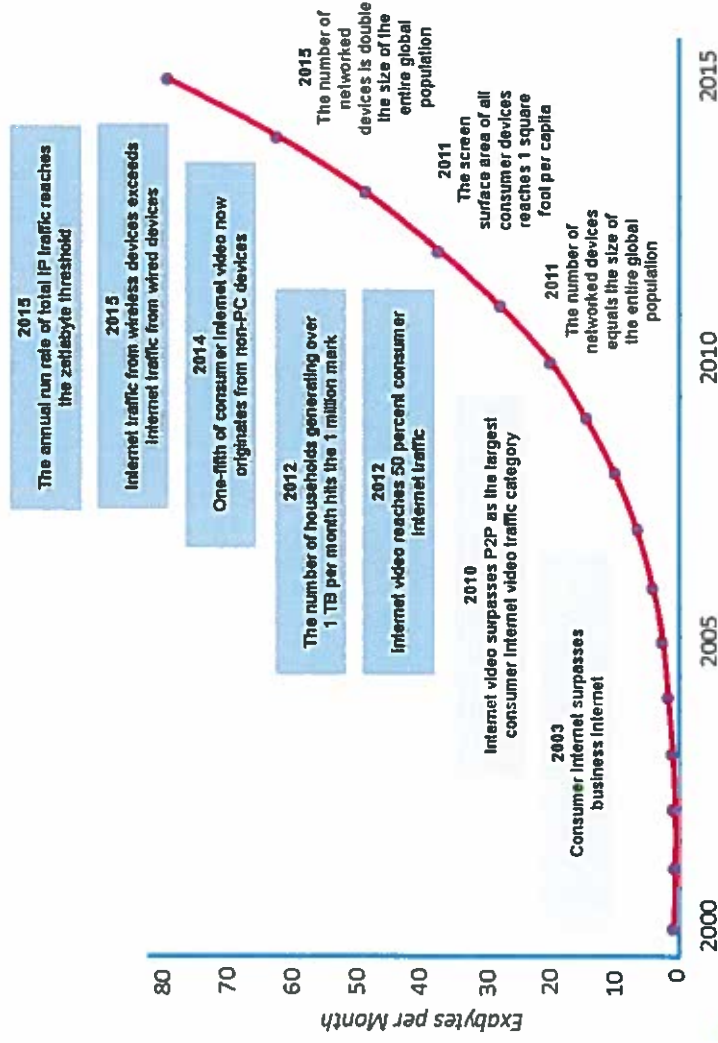
Farmersville
DISCOVER A TEXAS TREASURE®

The Internet: *Today and in the Future*

June 11 2019

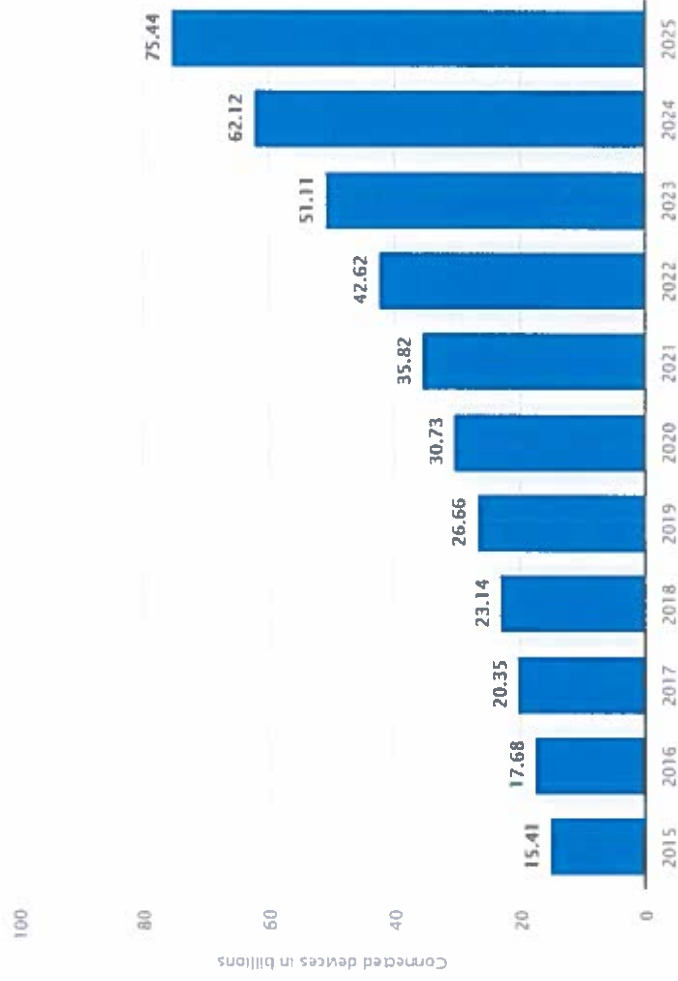
Ben White, Farmersville City Manager

Internet Usage Worldwide



Zettabyte (10^{21}) = 1000 Exabytes (1,000,000,000,000 Gigabytes)
 Exabytes (10^{18}) = 1000 Petabytes (1,000,000,000,000 Gigabytes)
 Petabytes (10^{15}) = 1000 Terabytes (1,000,000,000,000 Gigabytes)
 Terabytes (10^{12}) = 1000 Gigabytes
 Gigabytes (10^9) = 1,000,000,000 Bytes

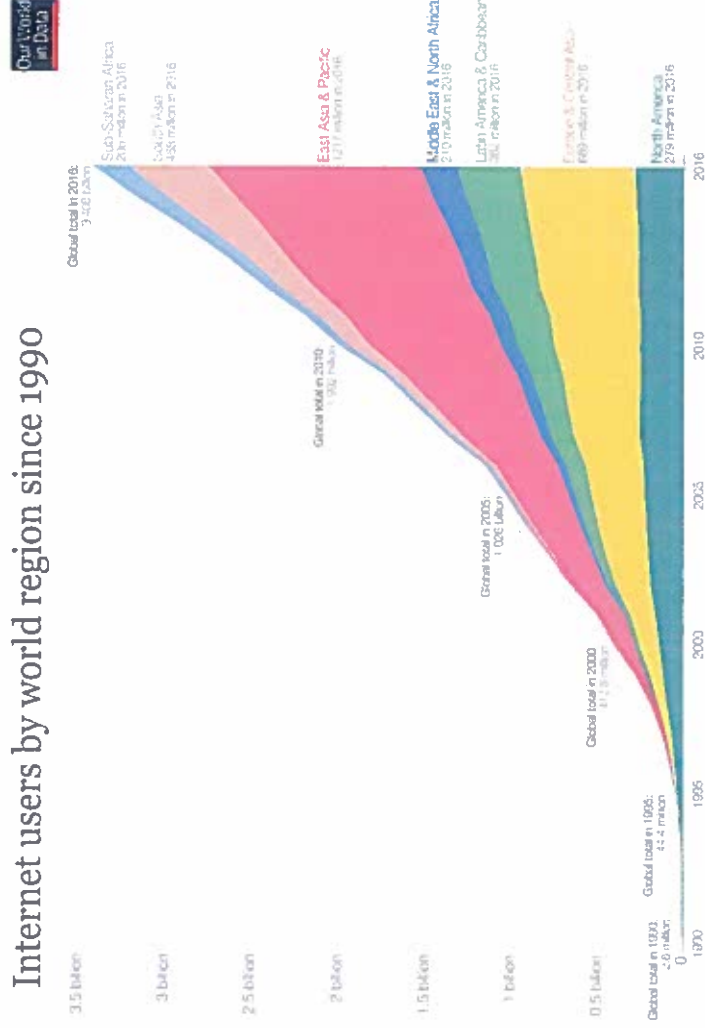
Internet of Things Devices Worldwide



The average North American home has 7 Internet-capable devices going at any given time. And by the year 2020, that number will swell to over 12 devices per person.

Internet Users Worldwide Since 1990

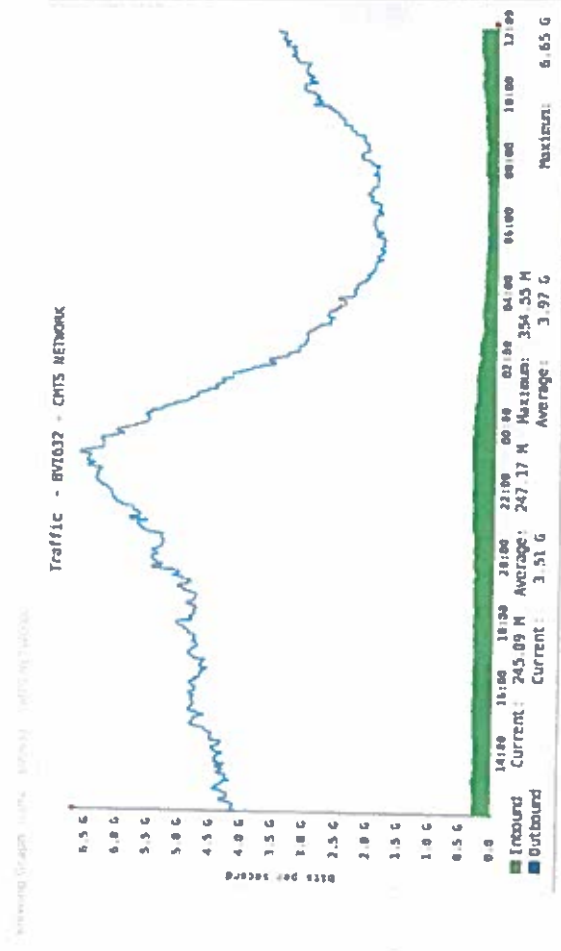
Internet users by world region since 1990



Estimated Population (2018)
 USA: 327 Million
 Canada: 37 Million
 North America: 77% are Internet Users

GEUS Internet Usage

- Three years ago total system peak demand was 3.5 Gbits/sec
- Today total system peak demand is 6.5 Gbits/sec
- “The top users...increase due to streaming and gaming. Three years ago... Netflix, now multiple streaming and gamers playing with people around the world”



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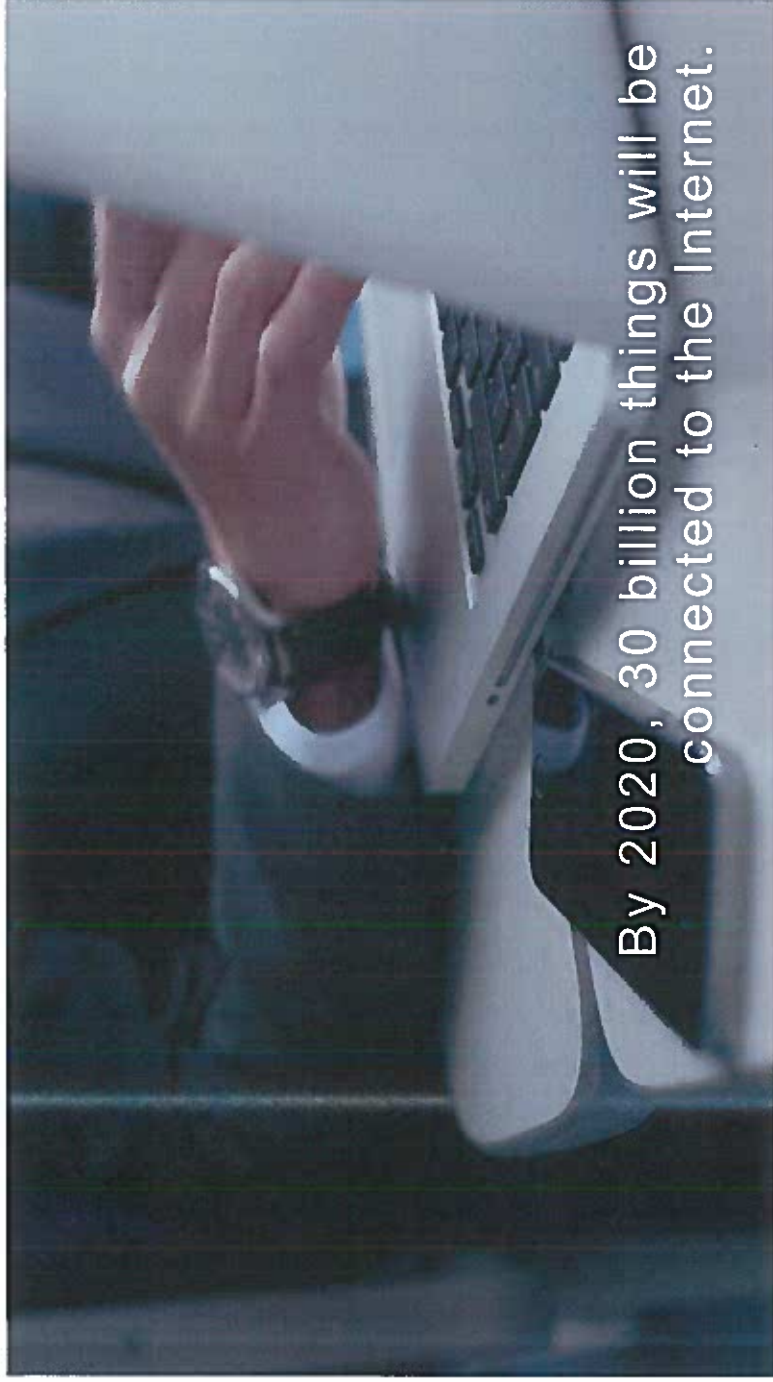
Internet Explosion

- Smart Building/Homes
 - Remote Shopping
 - Video Calling
 - Home Entertainment
 - Remote Learning
 - Virtual Reality/Augmented Reality
 - Energy Efficiencies
 - Telehealth/Biometrics/Tele-wearables
 - Automated Manufacturing
 - Automated Logistics
 - Agriculture IoT
- Utility Automation
 - Autonomous Vehicles/Smart Cars
 - Smart Street Lighting
 - Smart Traffic Systems
 - Smart Parking
 - License Plate Recognition
 - Citizen Engagement Platform
 - Mass Notification System
 - Facial Recognition Video
 - Gunshot Detection



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DISCOVER A TEXAS TREASURE.



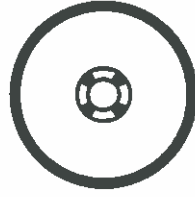
What is a Connected Community?

A Connected Community, a community built with infrastructure to enable the Internet of Things.



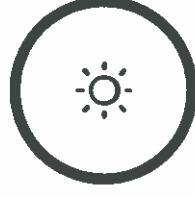
Fast

Access to the
Fastest most
reliable Internet
connectivity.



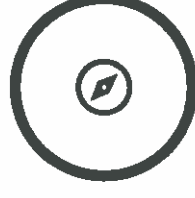
Safe

Technology that
increases
community
safety.



Smart

Video Streaming,
Security, Lighting,
and Energy
Management.



Future

Infrastructure built
today with
capacity for
tomorrow.



Farmersville
DISCOVER A TEXAS TREASURE.



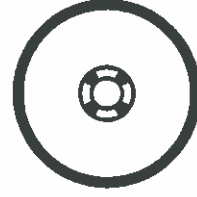


What is a Smart City?



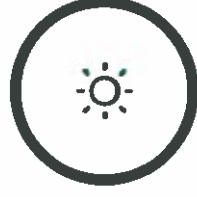
Infrastructure

- Traffic Control
- Electric/Solar
- EV Charging
- Weather
- Water/Waste
- Utility Metering
- Automated Billing



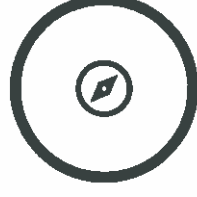
Safety

- Acoustic Sensors
- Traffic Lights
- Traffic Cameras
- Surveillance
- Park Cameras
- Call Boxes
- Digital Signage
- Department Integration



Intelligent

- Automated Lighting
- Environmental Monitoring
- Wireless Networks
- City Vehicle Monitoring



Future Proof

- Fiber is one of the only technologies that can support the requirements of tomorrow



Farmersville
DISCOVER A TEXAS TREASURE.



Enabling the Future

- The future of the internet is set to enable new and immersive experiences. Those experiences will only be enabled by faster internet speeds.
 - Remote Workforce/Telecommuting
 - Online Gaming
 - Virtual and Augmented Reality
 - Smart Home Innovation
 - 4k and beyond Video Streaming
 - And more....

Media	1Gbps
4-minute song	0.03s
5-minute video	0.2s
9-hour audiobook	0.9s
45-minute HDTV show	5s
2-hour HD movie	25s



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Why Fiber?

It's here to stay. Fiber has continued to be prevalent since its first use in telecommunications in the 1970s. Today fiber is the backbone for all data communication.

1 FUTURE PROOF

Fiber capacity limitations have not been reached. Copper technology has reached it's physical limit.



2 RELIABILITY

Fiber-to-the-home users reported making 30% fewer calls to customer service annually.



3 IMMUNE

No attenuation, or RF interference. Fiber is immune to electromagnetic interference.



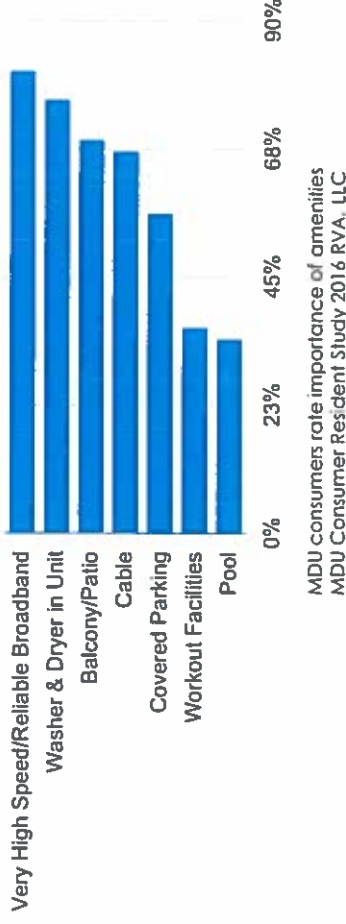
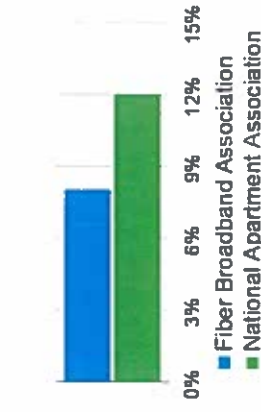
Farmersville
DISCOVER A LEAD TREASURE



The Value Proposition



- Gigabit Fiber adds 3.1% to the value of a single family home. (Fiber Broadband Association)
- 8% increase in rental values for multifamily units. (Fiber Broadband Association)
- Apartment rental values increase by 11%. (Financial data from the National Apartment Association)
- Higher per capita GDP (1.1%). (Fiber Broadband Association)
- Fast and reliable broadband is now rated the single most important amenity for Multiple Dwelling Unit (MDU) residents.



The Value Proposition (Continued)

- Fiber access increases resident satisfaction with the property itself, helping building owners and operators maintain high levels of occupancy and provide a quality living environment.
- Attract Businesses: Fiber connectivity is critical to attracting hospitals, manufacturing, services, banking, and tech businesses. If the infrastructure isn't in place business cannot operate.
- Municipal Systems provide an unmatched level of safety, speed, efficiency, value, innovation, and reliability.
- Attract the best, most talented, people and businesses. Be known as the city that is connected with the world at the speed of light, throughout the whole city! A lit city that can connect to anywhere.....fast....really fast.



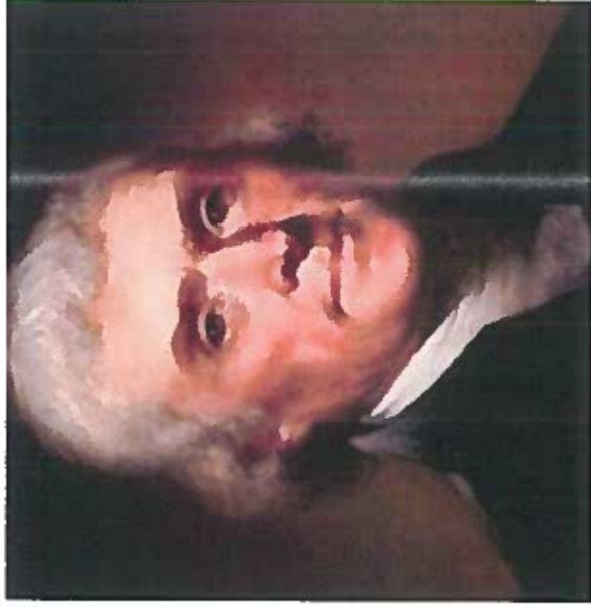
Next Steps

- The Farmersville City Council has agreed to conduct a survey to research the feasibility of providing a City fiber network utility.
- Draft survey questions have been generated based on the Mont Belvieu model.
- The survey will go before Council for approval.
- The survey will be sent out via the utility bill.
- Council will evaluate the survey results.



Farmersville
DISCOVER A TEXAS TREASURE.





"Laws and institutions must go hand in hand with the progress of the human mind. As that becomes more developed, more enlightened, as new discoveries are made, new truths disclosed, and manners and opinions change with the change of circumstances, institutions must advance also, and keep pace with the times"

Thomas Jefferson



Questions and Comments



Agenda Section	Regular Agenda
Section Number	VIII.I
Subject	Discussion regarding the Farmersville electric system.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	Power Point Presentation
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action



Farmersville
DISCOVER A TEXAS TREASURE®

Farmersville Electric Strategy Regarding Substation and Collin College

June 11 2019

Ben White, Farmersville City Manager

Background Information

- Collin College
 - Temporary service is required by 1 Nov 2019
 - FEDC is paying for the cost of the phase 1 distribution line improvements up to 153K
 - FEDC agreed to fund future distribution line improvements as a 50/50 split with Collin College
 - We are in competition with Texas New Mexico Power (TNMP) for electrical service. Right now our industrial rates are about 2 cents higher than TNMP.
- Substation
 - Cost to acquire the substation: \$45K
 - Farmersville Electric will own the items placed on the land and not the land itself
 - FEDC is funding a loan for substation acquisition and associated improvements up to \$210K



Farmersville
DISCOVER A TEXAS TREASURE



Strategy

- Win the Collin College's electrical service business and improve the rate structure, especially for our industrial customers
 - Supply the CC phase I distribution line at no cost (FEDC funded)
 - Sign a contract specific to CC and match TNMP rate until new energy contract comes into affect
 - Renegotiate energy contracts to take advantage of lower rates
 - Reduce transfers to general fund as City grows (TIRZ change)
 - Reduce dependence on surcharge fund (\$0.005/kW-Hr)
 - Supply excellent reliability and service. Be ready for growth.
 - Buy the current substation
 - Upgrade the current substation transformer for immediate growth potential
 - New substation gear is compatible with new east side substation
 - Build new east side substation for reliability improvements and future growth
 - Redundant transmission lines
 - Redundant transformers
 - Modern automated capability
 - Poised for future growth



Farmersville
DISCOVER 3 TEXAS TREASURES



Agenda Section	Regular Agenda
Section Number	VIII.J
Subject	Consider, discuss and act upon a contract amendment from Bureau Veritas related to HB 852.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	1. Information on HB 852 and Amendment to Contract 2. Bureau Veritas Contract
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action



May 31, 2019

RE: 2019 Texas Legislative Action, HB 852,
Prohibition on Certain Value-Based Building Permit and Inspection Fees

Many cities currently base residential building permit fees on the cost of a proposed structure or improvement. HB 852 prohibits this practice. This bill was signed by the governor on May 21, and is effective immediately. There is no grace period, so cities using valuation as the basis for residential permit fees must change their method for calculating fees as soon as possible. Options include square footage-based fees, flat fees, or other non-cost-based calculation.

A copy of HB 852 is included. The bill provides:

- a. In determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a municipality may not consider:
 - (1) the value of the dwelling; or
 - (2) the cost of constructing or improving the dwelling.
- b. A municipality may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program.

Bureau Veritas will modify our fees for residential projects that are affected by this legislation and will send an amendment to your existing agreement.

Kind Regards,

AN ACT

relating to information a municipality may consider in determining the amount of certain building permit and inspection fees.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Subchapter Z, Chapter 214, Local Government Code, is amended by adding Section 214.907 to read as follows:

Sec. 214.907. PROHIBITION ON CERTAIN VALUE-BASED BUILDING PERMIT AND INSPECTION FEES. (a) In determining the amount of a building permit or inspection fee required in connection with the construction or improvement of a residential dwelling, a municipality may not consider:

(1) the value of the dwelling; or

(2) the cost of constructing or improving the dwelling.

(b) A municipality may not require the disclosure of information related to the value of or cost of constructing or improving a residential dwelling as a condition of obtaining a building permit except as required by the Federal Emergency Management Agency for participation in the National Flood Insurance Program.

SECTION 2. Section 214.907(a), Local Government Code, as added by this Act, applies only to a building permit or inspection fee assessed by a municipality on or after the effective date of this Act in connection with the construction or improvement of a residential dwelling.

SECTION 3. This Act takes effect immediately if it receives a vote of two-thirds of all the members elected to each house, as

28. provided by Section 39, Article III, Texas Constitution. If this
29. Act does not receive the vote necessary for immediate effect, this
30. Act takes effect September 1, 2019.

President of the Senate

Speaker of the House

I certify that H.B. No. 852 was passed by the House on April 16, 2019,
by the following vote: Yeas 126, Nays 9, 2 present, not voting.

Chief Clerk of the House

I certify that H.B. No. 852 was passed by the Senate on May 8, 2019, by
the following vote: Yeas 29, Nays 2.

Secretary of the Senate

APPROVED: _____
Date

Governor



The following is hereby accepted as an amendment to Attachment B (Fee Schedule) of the Master Contract for Plan Review and Inspection Services between Bureau Veritas North America, Inc. and the City of Farmersville, Texas, dated 11/11/2009 by changing a heading on the existing inspection fee table and by adding an additional method of calculating fees for residential construction referenced in HB 852, signed into law May 21, 2019.

FEE SCHEDULE

Modify the existing inspection fee table by changing the heading, "Single Family Residential construction plan review and inspection" to "Residential construction plan review and inspection".

Add a new plan review and inspection fee table for 1 & 2 family residential dwellings.

Construction or Improvement of a Residential Dwelling

New Residential Construction	
Square Footage (S.F.)	Fee
0 - 1,500 S.F.	\$785.00
1,501 - 10,000 S.F.	\$785.00 for the first 1,500 S.F. plus \$0.35 for each additional S.F. to and including 10,000 S.F.
Over 10,000 S.F.	\$3,760.00 for the first 10,000 S.F. plus \$0.15 for each additional S.F. over 10,000 S.F.
Alteration/Addition for Residential Construction	
Trade Permits	Fee
Building, Mechanical, Electrical, Plumbing, Fuel Gas and similar	\$100.00 per trade
Other project types not listed above	\$160.00 per trade

City of Farmersville, Texas

Bureau Veritas, North America, Inc.

By: _____

By: Van Tran

Title: _____

Title: VP Facilities Division, Central & East

Signature: _____

Signature: 

Date: _____

Date: 6/5/2019

DTQRR: David Stanford

Date: 6/5/2019

Bureau Veritas Fee Calculator

Construction Valuation\$0

Dwelling Construction Square Feet
(includes living area, patio & garage)0

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Inspection Fee	Commercial And Multi Family	\$76.92	One And Two Family	\$785.00
			Residential (Non-dwelling)	\$76.92
Plan Review Fee	Commercial And Multi Family Total	\$126.92	One And Two Family Total	\$785.00
			Residential (Non dwelling)	\$76.92



MASTER CONTRACT FOR PLAN REVIEW AND INSPECTION SERVICES

This Agreement is for plan review and inspection services provided by **Bureau Veritas North America Inc.**, (herein called "BVNA"), for the **City of Farmersville, Texas** (Jurisdiction). BVNA will have an exclusive contract for Third Party Plan Review and Inspection of Residential and Commercial Projects.

BVNA and the representatives of BVNA are charged as the Department of Building Safety for the provisions of the Jurisdiction's Adopted Building Code, Residential Code, Mechanical Code, Electrical Code, Plumbing Code, and Energy Code as defined by the International Building Code as published by the International Code Council.

BVNA and the representatives of BVNA are charged with the enforcement of the provisions of the Jurisdiction's Building Code, Residential Code, Mechanical Code, Electrical Code, Plumbing Code, and Energy Code acting in good faith and without malice in the discharge of the duties required by these codes or other pertinent law or ordinance shall not thereby be rendered personally liable for damages that may accrue to persons or property as a result of an act or by reason of an act or omission in the discharge of such duties.

Plan Review

Plan Review services shall be conducted as required by the Jurisdiction's Building Code, Residential Code, Mechanical Code, Electrical Code, Plumbing Code, Energy Code, and other provided documents as approved by the Jurisdiction. Applicants will be notified of Plan Review Comments and are responsible for addressing comments to the satisfaction of the Jurisdiction. The Jurisdiction has final interpretive authority over all plans and specifications. Permits are issued by the Jurisdiction.

Inspections

Inspection services shall be conducted as required by the Jurisdiction's Building Code, Residential Code, Mechanical Code, Electrical Code, Plumbing Code, and Energy Code. Special inspections as specified in chapter 17 of the adopted International Building Code are not included and may be required as specified in the International Building Code. Any violations of the Jurisdiction's codes or concealment of any work prior to approval by BVNA will be reported to the Building Official of the Jurisdiction. The Building Official of the Jurisdiction is the final interpretive authority and the Certificate of Occupancy will be issued at the discretion of the Jurisdiction.

Fees

In exchange for the services, the Jurisdiction will pay to BVNA fees according to the schedule attached hereto and incorporated herein for all purposes on Exhibit A, ("Fee Schedule"). The Jurisdiction will be billed for services rendered monthly, due Net 30.

Indemnity

Jurisdiction agrees to hold harmless, indemnify and defend BVNA, and its employees, affiliates, officers, directors and agents and subcontractors, and each of their employees, affiliates, officers, directors and agents, against all claims, suits, fines and penalties, including attorney's fees and other costs of settlement and defense, when such liabilities arise out of or are related to this Agreement or the Services, except to the extent that they are caused by BVNA's gross negligence or willful misconduct.



Risk Allocation and Limitation of Liability

The total aggregate liability of BVNA shall not exceed \$50,000 or the amount of the total project fees hereunder, whichever is greater, for BVNA's grossly negligent professional acts, or errors or omissions. Jurisdiction agrees that in no instance shall BVNA be responsible, in total or in part, for the errors or omissions of any other professional, contractor, Subcontractor or any other party. Jurisdiction also agrees that BVNA shall not be responsible for the means, methods, procedures performance or safety of the construction contractors or Subcontractors, or for their errors or omissions.

Resolution of Disputes

All claims, disputes, controversies or matters in question arising out of, or relating to, this Agreement or any breach thereof, including but not limited to disputes arising out of alleged design defects, breaches of contract, errors, omissions, or acts of professional negligence, (collectively "Disputes") shall be submitted to mediation before and as a condition precedent to pursuing any other remedy. Upon written request by either party to this Agreement for mediation of any dispute, Jurisdiction and BVNA shall select a neutral mediator by mutual agreement. Such selection shall be made within ten (10) calendar days of the date of receipt by the other party of the written request for mediation. In the event of failure to reach such agreement or in any instance when the selected mediator is unable or unwilling to serve and a replacement mediator cannot be agreed upon by Jurisdiction and BVNA within ten (10) calendar days, a mediator shall be chosen as specified in the Construction Industry Mediation Rules of the American Arbitration Association then in effect, or any other appropriate rules upon which the parties may agree. Any cause of action brought against BVNA shall be brought within one-year of the work or services performed under this Agreement. Should either party to this Agreement commence any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorney's fees.

Assigns

Neither party may assign this Agreement or any right or obligation hereunder without the prior written consent of the other party, which shall not be unreasonably withheld or delayed; provided, however, that no consent shall be necessary in the event of an assignment to a successor entity resulting from a merger, acquisition or consolidation by either party or an assignment to an Affiliate of either party if such successor or Affiliate assumes all obligations under this Agreement. Any attempted assignment, which requires consent hereunder, shall be void and shall constitute a material breach of this Agreement if such consent is not obtained.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the state where the work is performed in a court of competent jurisdiction.

Waiver of Jury Trial

Each party waives its right to a jury trial in any court action arising between the parties, whether under this Agreement or otherwise related to the work being performed under this Agreement.



Third Party Beneficiary

It is expressly understood & agreed that the enforcement of these terms and conditions shall be reserved to Jurisdiction and BVNA. Nothing contained in the agreement shall give or allow any claim or right of action whatsoever by any third person. It is the express intent of Jurisdiction and BVNA that any such person or entity, other than Jurisdiction or BVNA, receiving services or benefits under this agreement shall be deemed an incidental beneficiary.

Non-Solicitation / Hiring of Employees

To promote an optimum working relationship, Jurisdiction agrees in good faith not to directly or indirectly employ or otherwise engage any employee of BVNA or any person employed by BVNA, within the prior six month period without the prior written consent of BVNA. This restriction shall apply during the term of and for a period of one (1) year after the termination of this Agreement. Jurisdiction further agrees that loss of any such employee would involve considerable financial loss of an amount that could not be readily established by BVNA. Therefore, in the event that Jurisdiction should breach this provision and without limiting any other remedy that may be available to BVNA, Jurisdiction shall pay to BVNA a sum equal to the employee's current annual salary plus 12 additional months of the employee's current annual salary for training of a new employee as liquidated damages.

Interpretation of Agreement

This Agreement shall be interpreted as though prepared by all parties and shall not be construed unfavorably against either party.

Termination

This agreement may be terminated without penalty by either party with 90 days written notice.


Representative of Bureau Veritas North America Inc.

Division Director
Title

Rick Herzberger
Print Name

11-16-2009
Date

City of Farmersville, Texas
Jurisdiction


Representative of Jurisdiction

City Manager
Title

John M. Moran
Print Name

11-11-09
Date



**EXHIBIT A
FEE SCHEDULE**

Commercial and Multi-Family construction plan review*

Valuation	Fee
\$1. ⁰⁰ to \$10,000. ⁰⁰	\$50. ⁰⁰
\$10,001. ⁰⁰ to \$25,000. ⁰⁰	\$70.69 for the first \$10,000. ⁰⁰ plus \$5.46 for each additional \$1000. ⁰⁰
\$25,001. ⁰⁰ to \$50,000. ⁰⁰	\$152.59 for the first \$25,000. ⁰⁰ plus \$3.94 for each additional \$1000. ⁰⁰
\$50,001. ⁰⁰ to \$100,000. ⁰⁰	\$251.09 for the first \$50,000. ⁰⁰ plus \$2.73 for each additional \$1000. ⁰⁰
\$100,001. ⁰⁰ to \$500,000. ⁰⁰	\$387.59 for the first \$100,000. ⁰⁰ plus \$2.19 for each additional \$1000. ⁰⁰
\$500,001. ⁰⁰ to \$1,000,000. ⁰⁰	\$1,263.59 for the first \$500,000. ⁰⁰ plus \$1.85 for each additional \$1000. ⁰⁰
\$1,000,001. ⁰⁰ and up	\$2,188.59 for the first \$1,000,000. ⁰⁰ plus \$1.23 for each additional \$1000. ⁰⁰

**Single Family Residential construction plan review and inspection*
Commercial and Multi-Family construction inspection***

Valuation	Fee
\$1. ⁰⁰ to \$10,000. ⁰⁰	\$76. ⁹²
\$10,001. ⁰⁰ to \$25,000. ⁰⁰	\$108.75 for the first \$10,000. ⁰⁰ plus \$8.40 for each additional \$1000. ⁰⁰
\$25,001. ⁰⁰ to \$50,000. ⁰⁰	\$234.75 for the first \$25,000. ⁰⁰ plus \$6.06 for each additional \$1000. ⁰⁰
\$50,001. ⁰⁰ to \$100,000. ⁰⁰	\$386.25 for the first \$50,000. ⁰⁰ plus \$4.20 for each additional \$1000. ⁰⁰
\$100,001. ⁰⁰ to \$500,000. ⁰⁰	\$596.25 for the first \$100,000. ⁰⁰ plus \$3.36 for each additional \$1000. ⁰⁰
\$500,001. ⁰⁰ to \$1,000,000. ⁰⁰	\$1,940.25 for the first \$500,000. ⁰⁰ plus \$2.85 for each additional \$1000. ⁰⁰
\$1,000,001. ⁰⁰ and up	\$3,365.25 for the first \$1,000,000. ⁰⁰ plus \$1.89 for each additional \$1000. ⁰⁰

*All fees billed upon issuance of the permit by the jurisdiction.

Agenda Section	Regular Agenda
Section Number	VIII.K
Subject	Consider, discuss and act upon Resolution #R-2019-0611-003 regarding legal and consulting services to negotiate with Texas-New Mexico regarding its energy efficiency cost recovery factor.
To	Mayor and Council Members
From	Ben White, City Manager
Date	June 11, 2019
Attachment(s)	R-2019-0611-003
Related Link(s)	http://www.farmersvilletx.com/government/agendas_and_minutes/city_council_meetings.php
Consideration and Discussion	City Council discussion as required.
Action	<ul style="list-style-type: none"> • Motion/second/vote <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Approve with Updates <input type="checkbox"/> Disapprove • Motion/second/vote to continue to a later date. _____ <ul style="list-style-type: none"> <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove • Move item to a future agenda. _____ • No motion, no action

**CITY OF FARMERSVILLE
RESOLUTION #R-2019-0611-003**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, APPROVING COOPERATION WITH THE CITIES SERVED BY TEXAS-NEW MEXICO POWER COMPANY TO REVIEW TEXAS-NEW MEXICO POWER COMPANY'S APPLICATION FOR APPROVAL OF AN ADJUSTMENT TO ITS ENERGY EFFICIENCY COST RECOVERY FACTOR; HIRING LEGAL AND CONSULTING SERVICES TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO LEGAL COUNSEL.

WHEREAS, on or about May 31, 2019, Texas-New Mexico Power Company ("TNMP" or "Company"), pursuant to the Public Utility Regulatory Act ("PURA") § 39.905 and Public Utility Commission of Texas ("Commission" or "PUC") Substantive Rule 25.181(f), filed with the Commission an application for an Energy Efficiency Cost Recovery Factor ("EECRF"), PUC Docket No. 49586; and

WHEREAS, the City of Farmersville will cooperate with similarly situated city members and other city participants located within the TNMP service area in conducting a review of the Company's application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company and direct any necessary litigation; and

WHEREAS, working with the Cities Served by TNMP ("Cities") to review the rates charged by TNMP allows members to accomplish more collectively than each city could do acting alone; and

WHEREAS, Cities have a history of participation in PUC dockets and projects, as well as court proceedings, affecting transmission and distribution utility rates in TNMP's service area to protect the interests of municipalities and electric customers residing within municipal boundaries; and

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

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FARMERSVILLE, TEXAS, THAT:

1. The City is authorized to participate with Cities in PUC Docket No. 49586.
2. Subject to the right to terminate employment at any time, the City of Farmersville hereby authorizes the hiring of the law firm of Lloyd Gosselink and consultants to negotiate with the Company, make recommendations to the City regarding reasonable rates, and to direct any necessary

administrative proceedings or court litigation associated with an appeal of this application filed with the PUC.

3. The City's reasonable rate case expenses shall be reimbursed by TNMP.
4. It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.
5. A copy of this Resolution shall be sent to Thomas Brocato, Counsel to Cities, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

PASSED AND APPROVED this the 11th day of June, 2019.

Jack Randall Rice, Mayor

ATTEST:

Sandra Green, City Secretary

IX. Requests to be Placed on Future Agendas

X. Adjournment