

## RESOLUTION 99-03

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MURCHISON, TEXAS, ESTABLISHING THE NECESSITY FOR ACQUISITION OF PROPERTY IN CONNECTION WITH THE TEXAS COMMUNITY DEVELOPMENT PROGRAM AND AUTHORIZING ACQUISITION IN CONFORMANCE WITH THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES ACT OF 1970; AND ESTABLISHING GENERAL LAND ACQUISITION POLICIES AND PROCEDURES.**

**WHEREAS, in keeping with policies and procedures consistent with applicable statutes governing acquisition of property for Texas Community Development Programs, the City of Murchison desires to adopt General Land Acquisition Policies and Procedures; to wit:**

### SECTION I - GENERAL POLICIES

#### A. Designated Representative

1. The City Council directs and designates the Mayor to act as its Designated Representative to establish just compensation as circumscribed herein.
2. The City Council directs and designates the Mayor to act as its Designated Representative in negotiations with property owners as circumscribed herein.

#### B. Negotiated Purchase

1. The City of Murchison will make every reasonable effort to acquire each property by donation or negotiated purchase before instituting eminent domain in proceedings against the property.
2. The City of Murchison will not require any owner to surrender the right to possession of his property until the City pays, or causes to be paid, to the owner the agreed purchase price arrived by negotiations.
3. The City of Murchison will not require any person lawfully occupying property to surrender possession without written notice from the City, of the date on which possession will be required; and

#### C. Negotiation Period

1. The City of Murchison shall make a diligent, conscientious effort to induce the owner to donate or accept a fair and proper price for his property.
2. Should the City's Designated Representative feel that an impasse has been reached, he shall immediately prepare the final notice stipulated in Section D-2 hereof.

D. Final Notice

1. When efforts to negotiate have been unsuccessful, the City's Designated Representative shall prepare a notice making a final offer to the owner in writing.
2. This final offer shall include an invitation to discuss acquisition of the property with the City's Designated Representative, afford a reasonable period of time for the owner to accept or reject the invitation, and include a notification of the date on which the City intends to institute eminent domain proceedings if agreement cannot be reached on the purchase of the property within the time specified.

E. Institution of Condemnation Proceedings

1. To avoid delay in the timely filing of condemnation proceedings due to failure of negotiations to effect acquisition, the City's Designated Representative is authorized and instructed to notify the Attorney to institute condemnation proceedings for acquisition of any property, provided the above requirements have been met.
2. The City's Designated Representative is further authorized and instructed to institute condemnation proceedings for any property that must be acquired by condemnation.
3. A report of any and all actions taken by the City's Designated Representative shall be presented to the City Council at the next regular meeting for ratification.

F. Maintenance of Records

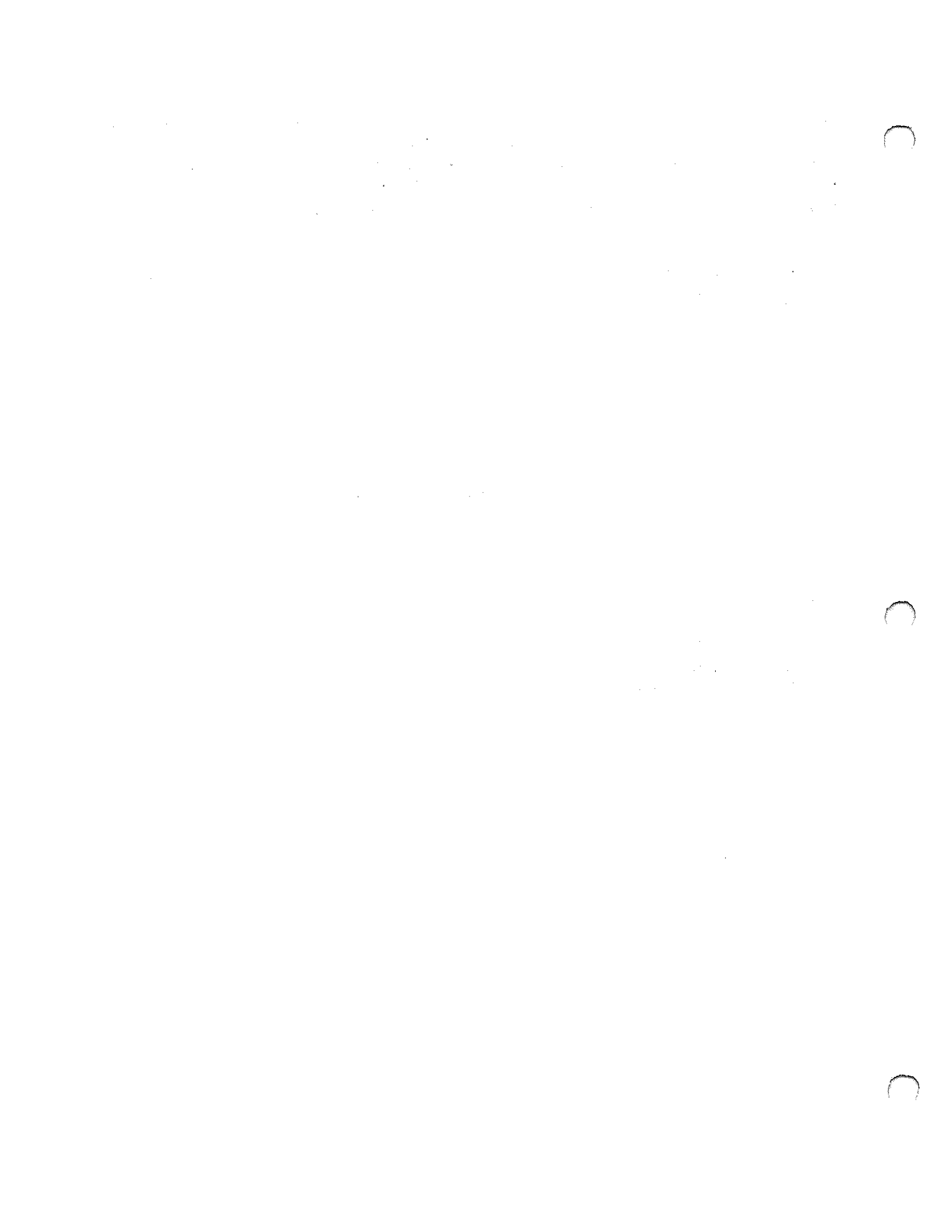
1. The City shall maintain records of its negotiations and other actions.
2. As evidence of the City's adherence to this policy and State and Federal requirements, the City's Designated Representative serving as negotiator shall maintain individual records of all negotiations with individual property owners.

SECTION II - GENERAL PROCEDURES

IN THE ACQUISITION OF LAND OR INTEREST IN LAND, THE CITY OF MURCHISON WILL FOLLOW THE PROCEDURE OUTLINED AS FOLLOWS:

1. Determine the land or interest in the land to be acquired.
2. Give written notice to the owner and tenants of intent to acquire the property and his or her rights.
3. Have the property appraised by a qualified appraiser, if applicable.
4. Give the owners the opportunity to accompany the appraiser, if applicable, when he inspects the property.
5. When applicable, have the appraisal reviewed by a qualified reviewing appraiser. This review will be written and will require the appraiser to make any necessary corrections. The reviewing appraiser will recommend a fair market value to the City's Designate Representative or recommend that another appraisal be obtained.
6. The City's Designated Representative will then establish just compensation for the property.
7. The owner will then be offered the full amount of the established just compensation and will be furnished a written statement of the basis for the determination of the just compensation.
8. If the acquisition of any part of the property will leave the owner with an uneconomic remnant, the City will offer to acquire the uneconomic remnant.
9. If the owner is not satisfied with the City's offer of just compensation, the owner may refuse to accept it; and if the owner can provide evidence concerning value or damage that warrants a change in the City's determination of just compensation, the price will be adjusted accordingly; and if a voluntary agreement cannot be reached, the city will institute a formal condemnation proceeding against the property, depositing in the court the full amount of the City's estimate of just compensation.
10. All settlement and related costs, including drafting of instruments, will be paid by the City.

**WHEREAS**, the Governing Body is vitally concerned with efficient execution of the Texas Community Development Program projects under its jurisdiction in keeping with the Policies and Procedures and has determined it necessary to acquire property,



RESOLUTION

OF THE CITY COUNCIL OF THE CITY OF MURCHISON, TEXAS ACCEPTING THE CONSTRUCTION OF UTICOR CONSTRUCTION UNDER THE CITY'S TEXAS COMMUNITY DEVELOPMENT PROGRAM CONTRACT NO. 716589 AND AUTHORIZING FINAL PAYMENT TO THE CONTRACTOR.

WHEREAS, the City Council accepts the actual quantities and costs of said improvements pursuant to final estimate of \$30,099.00, Consulting Engineers; and

WHEREAS, the City Council establishes the warranty period for said improvements; and

WHEREAS, the City Council authorizes final payment to be made to the Construction Contractor.

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

1. That the City accepts the project as constructed by the Contractor under contract dated August 23, 1996 between Uticor Construction and the City of Murchison, Texas as approved by final inspection of Hejl, Lee & Associates, Consulting Engineers.
2. That the City establishes the warranty period under the provision of the contract to be in effect commencing on June 5, 1998 (date of final inspection) to remain in full force and effect until June 4, 1999 at 12:00 p.m., midnight (12 months from final inspection).
3. That the City authorizes payment to the Contractor of \$20,950.60 which represents the total cost of the project plus or minus all change orders.
4. That the City authorizes final payment to the Contractor as approved by Hejl, Lee & Associates, Consulting Engineer; as follows:
  - (a) \$9,148.40, to be paid upon receipt of funds from Texas Department of Housing and Community Affairs.

PASSED AND APPROVED THIS 13<sup>th</sup> DAY OF October, 1999.

\_\_\_\_\_  
Gayle Haynes, Mayor

ATTEST:

\_\_\_\_\_  
Mary Thompson, City Secretary

## PROJECT COMPLETION REPORT

CONTRACTOR NAME: City of Murchison

CONTRACT NO.: 716589

START DATE OF CONTRACT: 08-23-96

END DATE OF CONTRACT: 11-30-98

## FINAL PROGRESS REPORT

Financial Status:

Activity	TCDP Funds			Other Funds
	Current Budget	Drawn To-Date	Balance	Expenditures To-Date
1a. Water Facilities	\$206,250.00	\$206,250.00	\$0.00	\$20,950.00
30. Engineering	28,750.00	28,750.00	0.00	0.00
32. General Administration	15,000.00	15,000.00	0.00	12,500.00
<b>Total</b>	<b>\$250,000.00</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$33,450.00</b>

Actual Accomplishments:

- 1 1 High Service Pump
- 2 4 Fire Hydrants
- 3 9 Gate Valves
- 4 390 Linear Feet of Highway Bore
- 5 1,827 Linear Feet of 8" Water Line

Beneficiaries:

Activity	Total	L/M	%L/M	Male	Female	White	Black	Hisp	A/PI	AI/AN	Min
1a.	469	284	60.59%	219	250	462	0	0	7	0	0
Total	469	284	60.59%	219	250	462	0	0	7	0	0

L/M= Number of Low to Moderate income beneficiaries

Hisp = Hispanic

A/PI = Asian or Pacific Islander

AI/AN = American Indian or Alaskan Native

Min = Minority (total of Black, Hisp, A/PI, and AI/AN columns)

CITIZEN COMMENT

Date of Final Public Hearing: October 13, 1998

A public hearing was held to review program performance on October 13, 1998 at 7:00 p.m. at Murchison City Hall.

FAIR HOUSING ACTIVITY

The City proclaimed April as Fair Housing month in April, 1997 by Council Proclamation. Citizens were made aware of this Council action by newspaper publications.

CERTIFICATIONS

As chief elected official of the contractor jurisdiction, I certify that:

- a. The information contained in this report is accurate to the best of my knowledge;
- b. All records related to contractor activities are available for review;
- c. TCDP funds were not used to reduce the level of local financial support for housing and community development activities; and
- d. No attempt to recover any capital costs of public improvements assisted in whole or in part with such funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements unless (a) such funds are used to pay the proportion of such fee or assessment that related to the capital costs of such public improvements that are financed from revenue sources other than such funds; or (b) for purposes of assessing any amount against properties owned and occupied by persons of moderate income, contractor certifies that it lacks sufficient funds under this contract to comply with the requirements of clause (a).

Gayle Haynes, Mayor

Typed Name and Title of Chief Elected Official

\_\_\_\_\_  
Signature of Chief Elected Official

\_\_\_\_\_  
Date

**CERTIFICATE OF COMPLETION**

Contractor: City of Murchison

Contract No.: 716589

	ACTIVITY	To be Completed by Contractor			TCDP Use Only
		PAID COSTS	UNPAID COSTS	TOTAL COSTS	Approved Costs
1a	Water Facilities	\$206,250	\$0	\$206,250	
1b	Sewer Facilities				
2	Solid Waste Disposal Facilities				
3	Other Public Utilities (Gas, etc.)				
4	Street Improvements				
5	Flood and Drainage Facilities				
6	Neighborhood/Community Centers				
7	Senior Centers				
8	Centers for the Handicapped/ Sheltered Workshops				
9	Parks, Playgrounds, etc.				
10	Fire Protection Facilities/Equipment				
11	Parking Facilities				
12	Pedestrian Malls and Walkways				
13	Specially Authorized Assistance to Privately Owned Utilities				
14	Specially Authorized Public Facilities and Improvements				
15	Public Services (limited to 15% of request)				
16	Interim Assistance				
17	Rehabilitation of Private Properties				
18	Rehabilitation of Public Residential Structures				
19	Public Housing Modernization				
20	Clearance/Demolition Activities				
21	Historic Preservation				
22	Removal of Architectural Barriers				
23	Code Enforcement				
24	Acquisition				
25	Relocation Payments & Assistance				
26	Economic Development Loan				
27	Economic Development Interest Subsidy				
28	Economic Development Loan Guarantee				
29	Special Activities by Local Development Corporations, etc.				
30	Engineering/Architectural Services (total for all construction accounts)	28,750	0	28,750	
31	Planning & Urban Environmental Design (not to exceed 16%)				
32	General Administration	15,000	0	15,000	
33	TOTALS	\$250,000	\$0	\$250,000	



<b>COMPUTATION OF CONTRACT BALANCE</b>		
	TO BE COMPLETED BY CONTRACTOR	TCDP USE ONLY
	AMOUNT	APPROVED AMOUNT
1. Total Paid Costs (from Line 33)	\$250,000	
2. Estimated Amount for Unsettled Third Party Claims	\$ 0	
3. Subtotal	\$250,000	
4. Total TCDP Grant Amount	\$250,000	
5. Unutilized Balance (Line 4 minus Line 3) <i>(this amount will be deobligated by State)</i>	\$ 0	
6. TCDP Funds Received to Date	\$250,000	
7. Balance Payable (Line 3 minus Line 6) *	\$ 0	
* If Line 6 exceeds Line 3, enter the amount on Line 7 as a negative number and repay this amount to TDHCA by check		

<b>UNPAID COSTS AND UNSETTLED THIRD PARTY CLAIMS</b>
LIST ANY UNPAID COSTS AND UNSETTLED THIRD-PARTY CLAIMS AGAINST THE CONTRACTOR'S CONTRACT. DESCRIBE CIRCUMSTANCES AND AMOUNTS INVOLVED.
<input type="checkbox"/> Check if Continued on Additional Sheet (please attach)

<b>REMARKS</b>
<input type="checkbox"/> Check if Continued on Additional Sheet (please attach)

<b>CERTIFICATION</b>		
It is hereby certified that all activities undertaken by the recipient with funds provided under the contract identified on Page 1 hereof, have, to the best of my knowledge, been carried out in accordance with the contract agreement; that proper provision has been made by the recipient for the payment of all unpaid costs and unsettled third-party claims identified on Page 1 hereof, that the State of Texas is under no obligation to make any further payment to the recipient under the contract agreement in excess of the amount identified on Line 7 hereof, and that every statement and amount set forth in this instrument is to the best of my knowledge, true and correct as of this date.		
Date	Typed Name and Title of Chief Elected Official	Signature
10-13-98	Gayle Haynes, Mayor	

<b>TDHCA APPROVAL</b>		
This certificate of completion is hereby approved. Therefore, I authorize cancellation of the unutilized contract commitment and related funds reservation and obligation of \$_____, less \$_____ previously authorized for cancellation.		
Date	Typed Name and Title	Signature

**REPORT ON REAL PROPERTY ACQUISITION ACTIVITIES**

**NOTE: This report is due prior to start of construction.  
Please attach Real Property Acquisition Checklist for each parcel acquired**

Name of TCDP Contractor: City of Murchison Contract No. 716589

Describe Acquisition Activity: None  
(e.g. sewer line easements, water well site, street right-of-way, etc.....)

Date of Final Acquisition Activity: N/A

METHOD OF ACQUISITION:	NUMBER OF PARCELS	TOTAL DOLLAR AMOUNT PAID
<b>Involuntary --</b>		
Check one: <input type="checkbox"/> Seller Accepted "Just Compensation" Amount <input type="checkbox"/> Acquired by Negotiation <input type="checkbox"/> Acquired by Condemnation		
<b>Voluntary -- (exempt from Uniform Act)</b>		
Check one: <input type="checkbox"/> Acquired Voluntarily (grantee can exercise the power of eminent domain but agrees in writing not to do so <i>and</i> project is non site-specific) <input type="checkbox"/> Acquired by Donation (seller waived right to just compensation) <input type="checkbox"/> Acquired from Another Public Agency (grantee has no power of eminent domain)		

Prepared by: Name <u>Suzanne McGraw</u> Phone <u>903-581-0500</u> Title <u>Project Manager</u> Date <u>10-1-98</u>	Approved by: Signature _____ Chief Local Elected Official Title <u>Gayle Haynes, Mayor</u> Date <u>10-13-98</u>
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RESOLUTION 2000-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MURCHISON, TEXAS, PERTAINING TO THE COMMUNITY DEVELOPMENT FUND CONTRACT BETWEEN THE CITY OF MURCHISON AND THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS, CONTRACT NUMBER 717151.

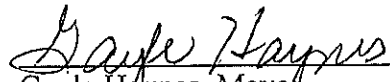
WHEREAS, the City of Murchison entered into a contract with the Texas Department of Housing and Community Affairs to make improvements to the water infrastructure; and

WHEREAS, additional TCDP contract funds are not available but addition funds are necessary for completion of the project;

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

1. The City Council authorizes and commits the use of additional local funds in the amount of Nine Thousand Thirty-six and No/100 Dollars (\$9,036.00) to accomplish water activities.
2. The City Council directs and authorizes the Mayor to execute all necessary documents as may be required to initiate and process this contract amendment request.

PASSED AND APPROVED at a meeting of the City Council of the City of Murchison, Texas, on the 11th day of January, 2000.

  
\_\_\_\_\_  
Gayle Haynes, Mayor

Attest:

  
\_\_\_\_\_  
Mary Thompson, City Secretary



**PROCLAMATION**

**WHEREAS,** the Department of Housing and Urban Development has initiated the sponsorship of activities during the month of April, 2000 designed to reinforce the Department's commitment to the concept of Fair Housing and Equal Opportunity; and,

**WHEREAS,** the City of Murchison may proclaim April or any other month as Fair Housing Month in order to stay in compliance; and,

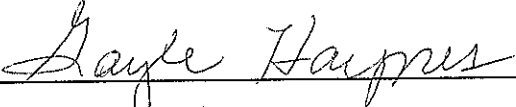
**WHEREAS,** the City of Murchison affirmatively supports federal objectives related to Fair Housing and Equal Opportunity.

**NOW, THEREFORE,** I, Gayle Haynes, Mayor of the City of Murchison, Texas, do hereby proclaim the month of May, 2000 as:

**"FAIR HOUSING MONTH"**

and urge all local officials and public and private organizations to give full and requisite consideration to this timely and important policy component.

**IN WITNESS WEREOF,** I have hereunto set my hand and caused the Seal of the City of Murchison to be affixed this 9<sup>th</sup> day of May 2000.

  
\_\_\_\_\_  
Gayle Haynes, Mayor



## RESOLUTION 2000-04

### FOR GRANT MANAGEMENT SERVICES

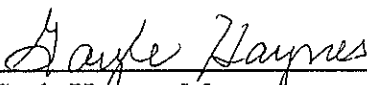
WHEREAS, it is agreed by the parties that Gary R. Traylor & Associates, Inc. will prepare an application or applications under the Texas Community Development Program; and

WHEREAS, it is further agreed that such applications shall be prepared at no cost to the City of Murchison; and

WHEREAS, it is further agreed by the City of Murchison that the consultant is preparing the application(s) based on an expectation of a work order that would authorize Gary R. Traylor & Associates, Inc. to perform certain administrative services here and after referred to as grant management; now

THEREFORE, it is agreed that Gary R. Traylor & Associates, Inc. is employed for this service and the consultant's compensation for those services shall be in an amount equal to the budget established for general administration at the time the application is approved for submission by this governing body.

Passed and approved this 13th day of June, 2000



\_\_\_\_\_  
Gayle Haynes, Mayor  
City of Murchison



\_\_\_\_\_  
Mary Thompson, City Secretary





# City of Murchison

## TEXAS COMMUNITY DEVELOPMENT PROGRAM PUBLIC HEARING NOTICE

The City will conduct a public hearing concerning the Texas Community Development Program. The hearing will be held to discuss the current plans to file an application for grant funds. *Para residentes necesitados de interpretes, favor de comunicarse con la municipalidad antes de las audiencia publica.* The public hearing will be held as follows:

### PUBLIC HEARING

DATE: July 11, 2000 TIME: 7:00 p.m.

PLACE: Murchison City Hall

ADDRESS: North 2<sup>nd</sup> Street



RESOLUTION

A RESOLUTION OF SUPPORT OF THE CITY COUNCIL OF THE CITY OF MURCHISON, TEXAS; AUTHORIZING THE SUBMISSION OF A HOME PROGRAM APPLICATION TO THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR HOME FUNDS; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE PROGRAM.

WHEREAS, the City Council of the City of Murchison desires to develop a viable urban community, including decent housing and a suitable living environment principally for persons of low/moderate income; and

WHEREAS, certain substandard housing conditions exist which represent a health and safety threat to families residing in such structures; and

WHEREAS, the City Council supports the City's application for funding;

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

1. That a HOME application for HOME Funds is hereby authorized to be filed on behalf of the City with the Texas Department of Housing and Community Affairs.
2. That the application be for \$200,000 of grant funds to carry out owner occupied housing rehabilitation and project eligible soft costs and \$8,000 for administration/operating funds.
3. That the City Council directs and designates the Mayor as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the HOME Program.

Passed and approved this 31<sup>st</sup> day of May, 2001.

Gayle Haynes  
Gayle Haynes, Mayor  
City of Murchison

Mary Thompson  
Mary Thompson, City Secretary

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RESOLUTION 2002-01

A RESOLUTION OF THE CITY OF MURCHISON, TEXAS  
AUTHORIZING THE CITY SECRETARY TO PAY ALL PAYROLL,  
UTILITY, AND MONTHLY REOCCURRING BUDGETED  
EXPENDITURES FOR THE CITY OF MURCHISON; AMENDING  
RESOLUTION N<sub>o</sub> 5; AND REQUIREMENT OF TWO SIGNATURES ON  
ALL CHECKS.

WHEREAS the City of Murchison has never officially authorized by ordinance or resolution the payment of budgeted expenditures and monthly bills other than through the laws of Texas where it is implied that the mayor has the responsibility to authorize all expenditures of city funds, and by Resolution # 5, dated February 21, 1961; and

WHEREAS Resolution N<sub>o</sub> 5 [A RESOLUTION AUTHORIZING THE CITY SECRETARY-TREASURER TO PAY CERTAIN MUNICIPAL EXPENSES FROM THE GENERAL FUND AND SETTING UP A PETTY CASH FUND TO AVOID WRITING OF SMALL CHECKS] is outdated, and needs to be amended; and

WHEREAS the City of Murchison council now desires to be more involved in the payment of expenditures for the city.

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

SECTION 1. The City Secretary of the City of Murchison is hereby authorized to pay all payroll, utility, and monthly reoccurring budgeted expenditures incurred by the City; and upon the consent of the council, is authorized to pay all other expenditures as deemed approved.

SECTION 2. All checks will require two signatures. The combined signature of the City Secretary and Mayor, or in the absent of either or both, the signatures of one or two councilmembers, who shall have their designated signatures on file with the bank.

SECTION 3. That Resolution N<sub>o</sub> 5 be updated to state that the City Secretary is authorized to keep a Petty Cash Fund of not more than \$25.00 on hand to pay for minor items, such as postage, for the City of Murchison, thus avoiding the writing of numerous small checks against the General Fund.

PASSED AND APPROVED this 11th day of June, 2002.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary

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RESOLUTION 2002-03

A RESOLUTION OF THE CITY OF MURCHISON, TEXAS  
ESTABLISHING A DESIGNATED OFFICER AND PROVIDING FOR A  
PUBLIC INVESTMENT OFFICER.

WHEREAS Local Government Code chapter 105.001(8) of the Texas Constitution requires that a municipality must designate an officer to act on its behalf on soliciting submissions of applications for the performance of depository services from banks, credit unions, and savings associations and shall present these applications to the governing body which will select a depository for the municipality's funds; and

WHEREAS Government Code chapter 2256.001 et seq. (The Public Funds Investment Act) requires the municipality to adopt a written investment policy by ordinance or resolution and provide for a public investment officer to be responsible for the investments of its funds; and

WHEREAS the City of Murchison has never officially selected or designated any one specific person to serve as the designated officer. And the City of Murchison has never officially selected or designated any one specific person to serve as the Public Investment Officer.

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF MURCHISON, TEXAS:

SECTION 1. That the council of the City of Murchison, Texas hereby appoints the Lloyd Smith as designated officer to act on behalf of the City in securing the required applications for bank depository(s) from time to time as council deems necessary and shall present an annual financial statement as required in Local Government Code chapter 105.092.

SECTION 2 That the council of the City of Murchison, Texas hereby appoints the Lloyd Smith as the Public Investment Officer to act on behalf of the City in investments of public funds such as Certificates of Deposits and other investments as approved by the Council or stated in the Investment Policy of the City of Murchison.

SECTION 3. That the City of Murchison, Texas shall abide by all laws, rules, and regulations of the State of Texas concerning municipal depositories and public funds investments as outlined in L.G.C. chapter 105 et seq. and Gov. Code chapter 2256.001 et seq.

PASSED AND APPROVED this 11th day of June, 2002.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Secretary





RESOLUTION 02-04

A RESOLUTION OF THE CITY OF MURCHISON, TEXAS, AUTHORIZING THE AWARD OF SERVICE PROVIDER CONTRACTS FOR THE TEXAS COMMUNITY DEVELOPMENT PROGRAM (TCDP) CONTINGENT UPON THE RECEIPT OF A TCDP GRANT AWARD.

WHEREAS, the TCDP has determined that the request-for-proposals (RFP) process used to select service providers may cause a significant delay in the implementation of TCDP grant contracts;

WHEREAS, the TCDP shall award five (5) points to TCDP applicants that complete the RFP process for applications submitted under the Community Development Fund prior to the September 26, 2002, deadline for the Program Years 2003/2004 biennial funding competition;

WHEREAS, these five (5) points may be vital in determining whether or not an application is selected for funding; and

WHEREAS, to maintain a balance between efficient management practices and open and free competition, the TCDP allows this RFP process to satisfy procurement requirements for projects funded during the 2003, 2004, 2005, or 2006 Program Years;

NOW, THEREFORE, BE IT RESOLVED:

Section 1A. That Grant Works be awarded a contract to provide TCDP project-related administrative services for TCDP Program Years 2003-2006 grant(s);

Section 1B. That Velvin & Weeks be awarded a contract to provide TCDP project-related professional engineering services for TCDP Program Years 2003-2006 grant(s), should such services be required;

Section 1C. That Grant Works be awarded a contract to provide TCDP project-related housing activity management services for TCDP Program Years 2003-2006 grant(s), should such services be required;

Section 1D. That Grant Works be awarded a contract to provide TCDP project-related planning services for TCDP Program Years 2003-2006 grant(s), should such services be required;

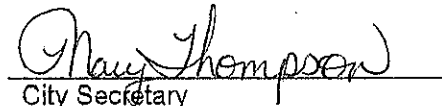
Section 2. That any and all contracts or commitments made with the above-named services providers are fully dependent on the actual award and receipt of a TCDP Program Years 2003-2006 TCDP grant(s); and

Section 3. That we reserve the right to renegotiate, terminate, or otherwise reconsider any and all contracts or commitments made between us and these service providers at any time.

PASSED AND APPROVED, August 5th, 2002.

ATTEST:

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Secretary



RESOLUTION NO. 03-01

WHEREAS: Texas Plumbing Law is currently confusing with a lack of consensus as to whether an exemption exists for communities of under 5,000 population; and,

WHEREAS: A bill early in the 78th legislature will seek to definitively remove the exemption; and,

WHEREAS: A shortage of licensed plumbers in our community would cause such a requirement to impose undue hardship upon our citizens; and,

WHEREAS: The City of Murchison, Texas believes that there are experienced individuals within our community who are capable of completing plumbing work for our citizens with proper inspections by a qualified inspector.

NOW THEREFORE BE IT RESOLVED THAT: The City of Murchison, Texas hereby requests that the 78<sup>th</sup> Legislature of the State of Texas a bill to be introduced by State Representative Sid Miller providing for the retention of an exemption allowing plumbing work in cities of less than 5,000 inhabitants to be performed by unlicensed plumbers.

ATTEST:

May Thompson  
City Secretary,

City Of Murchison

Mayor Larry Everett

CITY OF MURCHISON

PO Box 33

MURCHISON, TX 75778

OFFICE (903) 469-3710

FAX (903) 469-3386

FAX COVER SHEET

DATE: 1-7-03

TO: City of Hamilton

ATTENTION: Mayor Roy Ramsey

FAX # 1-254-386-3508

FROM: Mary Thompson, City Secretary  
Larry Everett, Mayor

NUMBER OF PAGES 2  
(INCLUDING THIS PAGE)

COMMENTS

Resolution to be forwarded to State Representative Sid Miller

**XMT REPORT**

Jan. 07 2003 01:25PM

NO.	OTHER FACSIMILE	START TIME	USAGE TIME	MODE	PAGES	RESULT
01	City of Hamilton	Jan. 07 01:24PM	00'58	TX	02	OK

IF YOU HAVE A PROBLEM WITH YOUR FAX, CALL TOLL-FREE 1-800-HELP-FAX (1-800-435-7329).



RESOLUTION 04-01

**A RESOLUTION OF THE CITY OF MURCHISON THROUGH THE COUNCIL TO  
AUTHORIZE THE MAYOR OF SAID CITY TO EXECUTE A CABLE TELEVISION  
FRANCHISE MANAGEMENT SERVICE AGREEMENT**

WHEREAS, the City of Murchison desires to regulate and oversee the provision of cable television services ;

WHEREAS, Local Government Services, LLC has available a cable television franchise management service to assist the City in such regulation;

NOW THEREFORE BE IT RESOLVED, that the Mayor of the City of Murchison is hereby authorized to execute a cable television franchise management service agreement on behalf of the City, in substantially the same form as Appendix A which is attached to and made a part of this resolution.

RESOLVED by the Mayor and Council of the City of Murchison this 12<sup>th</sup> day of April, 2004.

ATTEST:

By Mary Thompson  
City Clerk

Mayor: [Signature]  
City of Murchison

(SEAL)





AGREEMENT BETWEEN  
THE CITY OF MURCHISON  
AND  
LOCAL GOVERNMENT SERVICES, LLC  
FOR CABLE TELEVISION FRANCHISE MANAGEMENT SERVICES

WHEREAS, the City of Murchison ("City") desires to provide regulation and oversight of cable television services being provided to the citizens of the City;

WHEREAS, Local Government Services, LLC ("LGS") has available a cable television franchise management service; and,

WHEREAS, the City has a need for such cable television franchise management service.

THEREFORE, THE CITY AND LGS AGREE AS FOLLOWS:

Section 1. Service options provided to the City of Murchison

LGS agrees to provide, either directly or through its agents or subcontractors, the following service options chosen by the City which are to be known as the LGS Cable Television Franchise Management Service (a separate fee applies to each option, and such fee is for the one-time provision of such option for a single cable provider):

- a)  Cable Franchising Renewal Services: Implementing and administering a procedural process for granting renewal franchises; negotiating a renewal franchise on behalf of the City; evaluating the past performance of cable companies seeking franchise renewal; determining the future cable-related needs and interest of the City in the development and implementation of a community needs assessment; assisting with Public, Educational and Governmental (PEG) Channel development and implementation issues, if applicable; Planning for the development of an Institutional Network, if applicable; Negotiating tower rental fees or pole attachment fees, if applicable.
- b)  New Franchise Service: Negotiating a new cable franchise on behalf of the City.
- c)  Transfer Review: Evaluating and responding to request for approval of franchise transfer; drafting transfer ordinance or resolution granting or denying transfer request.

In the event that the City at a later date desires to obtain additional or repeat services offered pursuant to this Section 1, the parties to the agreement may execute an addendum or addenda to this agreement for the City to obtain such services

Section 2. Other Services

In addition to the services outlined above, the City may obtain franchise fee auditing and technical performance auditing of a cable operator; technical assistance in the development of public, educational and governmental access channels and institutional networks; rate regulation assistance for basic service, equipment and installation and performing rate analysis to determine compliance with the Federal Communications Commission ("FCC") rate regulations. These other services may be obtained from LGS, its agents, employees or subcontractors. The parties to the agreement may execute an addendum or addenda to this agreement for the City to obtain such services.



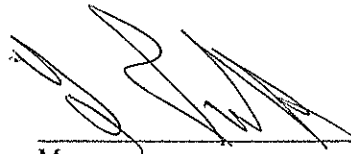
**RESOLUTION 04-02**

**A RESOLUTION OF THE CITY OF MURCHISON, TEXAS CHANGING THE DATE OF THE REGULAR COUNCIL MEETING FROM THE FIRST MONDAY OF EACH MONTH BACK TO THE SECOND TUESDAY OF EACH MONTH.**

**NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MURCHISON, TEXAS:**

That from this date forward, the regular council meetings of the City of Murchison, Texas will be held on the second Tuesday of the month at 7:00 p.m.

**PASSED AND APPROVED this 12th day of July, 2004.**

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Secretary

# CITY OF MURCHISON INVESTMENT POLICY

## I. POLICY STATEMENT

The investment policy of the City of Murchison is to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and conforming to all state and local statutes governing investment of public funds.

## II. SCOPE

This investment policy applies to all the financial assets and funds held by the City.

## III. OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be managed and invested with three primary objectives, listed in order of their priority: safety, liquidity, and return on investment. These objectives encompass:

Safety of Principal Safety of Principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to insure the preservation of capital in the overall portfolio.

Liquidity The City's investment portfolio shall remain sufficiently liquid to enable the City to meet all operating requirements which might be reasonably anticipated.

Return on Investment The City's investment portfolio will be designed with the objective of attaining a rate of return commensurate with the City's investment risk constraints and the cash flow operating requirements.

## IV. LEGAL LIMITATIONS, RESPONSIBILITIES, AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act"). The City will comply with the parameters of this Act.

## V. DELEGATION OF INVESTMENT AUTHORITY

The designated Investment Officer, elected by council, and City Secretary, acting on behalf of the City Council, shall be responsible for investment management decisions and activities. In the absence of either of these two, the Mayor shall be the designated Investment Officer of the City. The Council is responsible for considering the quality and capability of the staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of public trust.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff.

## VI. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below.

1. Fully insured or collateralized certificates of deposit from a bank in the State of Texas and under the terms of a written depository agreement with that bank.
2. Obligations of the United States Government, its agencies, and instrumentalities and government sponsoring enterprises.
3. Texas Local Government Investment Pools which invest in instruments and follow practices allowed by law as defined in Section 2256.016 of the Texas Government Code and have been authorized by the City Council.

RESOLUTION 05-01

A RESOLUTION OF THE CITY OF MURCHISON, TEXAS,  
ADOPTING AN INVESTMENT POLICY FOR THE CITY  
OF MURCHISON

WHEREAS, the Texas Public Funds Investment Act, Section 2256.005 requires that the governing body of a local government adopt a written investment policy by rule, order, ordinance, or resolution, and

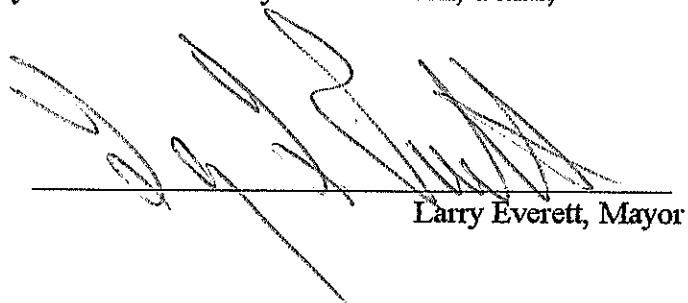
WHEREAS, the Act requires that the Investment Policy, including a list of authorized investments and investment strategies, must be approved annually, and

WHEREAS, the attached policy complies with the provisions of the Act.

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

The City of Murchison Investment Policy dated August 9, 2005 is hereby adopted in compliance with the Public Funds Investment Act.

APPROVED AND ADOPTED by the City Council of the City of Murchison, Texas,  
this 9th day of August, 2005.



\_\_\_\_\_

Larry Everett, Mayor

ATTEST:



\_\_\_\_\_

Mary Thompson, City Secretary

# CITY OF MURCHISON UTILITY CONFIDENTIALITY POLICY

## **I. POLICY STATEMENT**

The Utility Confidentiality Policy of the City of Murchison is to provide guidelines and rules relating to HB 1130, which amends Texas Business and Commerce Code Section 35.581, effective September 1, 2005.

## **II. SCOPE**

This Utility Confidentiality Policy applies to all past, present, and future customer records held by the City of Murchison.

## **III. HOW PERSONAL INFORMATION IS COLLECTED.**

Ordinance 99-01, Section 1, Paragraph A-1 requires any person, firm, or corporation to make written application for water, sewer, or garbage collections services and each applicant shall provide such information and documentation as may be required by the City Secretary, including, but not limited to documentation which establishes the identity of the applicant and/or establishes the authority of the applicant to make application on behalf of the applicant or a third party.

The City Secretary requires two types of identification to be presented upon application of service. These are typically the social security number and the drivers license of the person responsible for paying the bills. This information can be obtained, preferably by visual contact, upon the customer's personal appearance; by mail when a copy of the Social Security card and Drivers License are enclosed, or by night deposit when a copy of the Social Security card and Drivers License are enclosed.

## **IV. HOW AND WHEN THE PERSONAL INFORMATION IS USED**

Social Security Numbers and Drivers License Numbers are used for identification purposes in establishing an account for services offered by the city and for collection of past due amounts on finalized accounts when new service is requested at a later date. This information can also be used to collect on a bad check issued for payment of services.

## **V. HOW THE PERSONAL INFORMATION IS PROTECTED**

All care shall be given to the protection of personal information. Each applicant will have a personal folder which shall be placed in a file cabinet assessable only to employees and officers of the City. The file cabinet shall be placed in an area inaccessible to the general public. Social Security numbers shall not be included on any electronic billing system of the city and will not be given to any persons, firms or corporations except those as specified by law.

## **VI. WHO HAS ACCESS TO THE PERSONAL INFORMATION**

Pursuant to the Public Information Act, Chapter 552 of the Government Code, the following exceptions apply for which information is accessible:

1. An official or employee of the state or a political subdivision of the state, or the federal government acting in an official capacity.
2. An employee of a utility acting in connection with the employees duties.
3. A contractor or sub-contractor approved by the providing services to the utility or to the state, a political subdivision of the state, the federal government, or an agency of the state or federal government.
4. Another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.
5. A person for whom the customer has contractually waived confidentiality for personal information.