

JAMES BURGESS

Mayor

RITA BISHOP

Councilmember Place 1

KAYLA SANGUINETTI

Councilmember Place 2



JEANIE SCOTT

Mayor Pro Tem/

Councilmember Place 3

GERONIMO HERNANDEZ

Councilmember Place 4

PHYLLIS LEWIS

Councilmember Place 5

VENUS REGULAR COUNCIL MEETING

Venus Civic Center

210 S. Walnut

Venus, Texas 76084

Monday, February 14, 2022 7:00 PM

Page

1. Call to Order, Roll Call, Invocation, Pledge of Allegiance

2. Announcements from Mayor:

Cell phones are to be turned off or placed on vibrate/silent only. No conversation or comment from the audience is permitted unless specifically called upon by the Mayor. Please remain respectfully quiet.

3. Citizen Public Comment Period:

Citizens may sign up before the meeting begins and will be allowed up to 5 minutes to address the Mayor and Council. The Mayor, Council members and staff members may not respond or converse with speakers during this time. The comments from the speaker must be in the form of a statement. By State law, no questions may be asked or answered for items not appearing on the agenda.

4. Consent Agenda:

All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda authorizes the City Administrator to implement each item in accordance with staff's recommendation.

- 4.1. Approval of meeting minutes for City Council regular meeting on January 10, 2022. 6 - 12

[City Council - Jan 10 2022 - Minutes - Pdf](#)

- 4.2. Ratifying the payment of bills for the month of January 2022 13 - 44

I make a motion to approve the consent agenda as presented.

5. Staff Reports, Presentations and Proclamations:

- | | | |
|------|---|---------|
| 5.1. | Fire Department - Richard Allen: February report. | 45 - 46 |
| | February Fire Department Report.pdf  | |
| 5.2. | Public Works - Chip Hopkins: | 47 - 49 |
| | Council 2.14.22.pdf  | |
| 5.3. | Police Department - James Groom: | 50 |
| | VPD January 2022 Monthly Report.pdf  | |
| 5.4. | City Administration- Tonya Roberts: February report | 51 - 52 |
| | City Administrator's Report - February 2022.pdf  | |
| 5.5. | Finances - Cheryl Estes: Budget & Actual Reports - FY 20-21 | 53 - 76 |
| | Budget & Actual Reports - FY 20-21.pdf  | |
| 5.6. | Planning & Development - Oscar Ortiz: January report. | 77 |
| | Staff Report January-City Planner.pdf  | |

6. Consideration & Action Items:

- | | | |
|------|---|---------|
| 6.1. | Discuss and consider Resolution No. 01-2022-02 ordering for a general election on May 7, 2022, for the purpose of electing three (3) Council members (places 3, 4, and 5) to the Venus City Council; designating the location of polling places; providing early voting information; and ordering notices of election to be given as prescribed by law in connection with such election; and authorizing execution of joint election agreement. | 78 - 83 |
| | 01-2022-02-VENUS RESOLUTION_general election 2022.pdf  | |
| | Notice of Election 2022.pdf  | |
| | I make a motion to approve/deny Resolution No. 01-2022-02. | |
| 6.2. | Discuss and consider Resolution No. 02-2022-02 ordering a | 84 - 90 |

special election on May 7, 2022, for the proposition of the reauthorization of the local sales and use tax in the City of Venus at a rate of one-fourth of one percent to continue providing revenue for maintenance and repair of municipal streets; making provisions for the conduct of such election including authorizing the Mayor to execute the contract with Ellis County to conduct said election; resolving other matters incident and related to such elections.

[02-2022-02-VENUS Resolution Reauthor sales tax 2022.pdf](#) 

[Notice of Special Election 2022.pdf](#) 

I make a motion to approve/deny Resolution No. 02-2022-02.

- 6.3. Discuss and consider Joint Election Agreement between the City of Venus and Venus Independent School District for May 7, 2022 and authorizing the Mayor to execute Agreement. 91 - 92

[Joint Election Agreement May 7 2022-with ISD \(002\).pdf](#) 

I make a motion to approve/deny the Joint Election Agreement between the City of Venus and Venus Independent School District for May 7, 2022 and authorizing the Mayor to execute Agreement.

- 6.4. Discuss and consider adding a Civil Inspector position in the Public Works Department 93 - 96

[Job Description Inspector.docx](#)  [Justification - Public Works Civil Inspector.docx](#) 

I make a motion to approve/deny adding a Civil Inspector position to the Public Works Department.

- 6.5. Discuss and consider an amendment to Birkhoff, Hendricks and Carter agreement for updating the design and adding construction services to the current agreement for the design of the Elevated Storage Tower. 97 - 107

[EST Amendment.pdf](#) 

I make a motion to approve/deny amending the agreement with Birkhoff, Hendricks and Carter for construction updating design and construction services.

- 6.6. Discuss and consider amending the Civil Inspection Agreement with Pape-Dawson to include the inspections for

[ASR Horizons.pdf](#)

108 - 109

I make a motion to approve/deny amending the Civil Inspections Agreement with Pape Dawson to include the Horizons Development.

- 6.7. Discuss and consider an Agreement for Public Improvement District Administration services with P3 Works. 110 - 119

[2021-12-21 P3 VEN 67213 Partnership Admin Contract P3 Signed.pdf](#) 

I make a motion to approve/deny entering into an Agreement for Public Improvement District Administration Services with P3 Works and authorizing the City Administrator to execute agreement.

- 6.8. Discuss and consider Ordinance No. 751-2022-02 amending the Code of Ordinances by amending Chapter 30 "Traffic & vehicles", Article III "Parking", Section 30-56 "Prohibited parking on Highway 67" by prohibiting parking on the shoulder of a portion of Highway 67. 120 - 121

[751-2022-02-VENUS ordinance amending parking on 67.pdf](#) 

I make a motion to approve/deny Ordinance No. 751-2022-02.

- 6.9. Discuss and consider approval of Cash and Investment Reports for Quarters Ended June 2021 and September 2021. 122 - 125

[FY 20-21 Quarter 3 Cash & Investment Report.pdf](#) 

I make a motion to approve/deny the Cash and Investment Reports for Quarters Ended June 2021 and September 2021.

- 6.10. Discuss and consider entering into a contract with Johnson County Emergency Services District No. 1 for extinguishment and emergency services. 126 - 145

[VENUS ESD FY21-22 City Contract rev. kpc 020722.pdf](#) 

[Venus District.pdf](#) 

[JCESD Incentives List FY21-22 FINAL.pdf](#) 

I make a motion to authorize the Mayor to execute the

contract with Johnson County Emergency District No. 1 for extinguishment and emergency services.

- 6.11. Discuss and consider City of Venus Vehicle Policy. 146 - 151

[City Vehicle Policy -2-9-2022 \(002\).pdf](#) 

I make a motion to approve/deny the City of Venus Vehicle Policy.

- 6.12. Discuss and consider the rehabilitation of old Police Department building. 152 - 162

[Venus Development Services Offices.docx](#) 

[2021-12-21 P3 VEN 67213 Partnership Admin Contract P3 Signed.pdf](#) 

I make a motion to approve/deny authorizing the Mayor to execute agreement with Azul Valley Construction, LLC for rehabilitation of the old Police Department building.

7. Adjournment

The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071 (Private consultation with attorney for the city), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

This is to certify that a copy of this Notice of Meeting was posted on the bulletin of City Hall, 700 W. Hwy 67 Venus, Texas and at a place readily accessible to the general public at all times and to the City's website www.cityofvenus.org, Wednesday, February 9, 2022 by 5:00 P.M..

Callie Green,
City Secretary

For more information or a copy of the Open Meetings Act, please contact the Attorney General of Texas at 1-800-252-8011; the City Secretary at 972-366-3348, ext. 211 or visit the City of Venus web site at www.cityofvenus.org. This building is wheelchair accessible. Any requests for Interpretive Services must be named 48 hours in advance of the scheduled meeting. To make arrangements please call 972-366-3348.



City Council Minutes

Monday, January 10, 2022 at 7:00 PM

Venus Civic Center

1. Call to Order, Roll Call, Invocation, Pledge of Allegiance

Mayor, James Burgess called the meeting to order at 7:24 p.m., gave the Invocation and lead the Pledge of Allegiance.

Councilmembers present: James Burgess, Rita Bishop, Jeanie Scott, and Phyllis Lewis.

Councilmembers absent: Kayla Sanguinetti and Geronimo Hernandez

Staff present: Tonya Roberts, Cheryl Estes, Callie Green, James Groom, Chip Hopkins, Richard Allen, Michael Gleason, Dave Gattis and City Attorney.

2. Announcements from Mayor:

Cell phones are to be turned off or placed on vibrate/silent only. No conversation or comment from the audience is permitted unless specifically called upon by the Mayor. Please remain respectfully quiet. Mentioned that a Councilmember is out on COVID protocol, and another is out with a sick family member.

3. Citizen Public Comment Period:

No public comments.

4. Consent Agenda:

All matters listed under consent agenda have been previously discussed, require little or no deliberation, or are routine by the council. If discussion is desired, then an item will be removed from the consent agenda and considered separately. Otherwise, approval of the consent agenda

authorizes the City Administrator to implement each item in accordance with staff's recommendation.

- 4.1. Approval of meeting minutes for City Council regular meeting on December 13, 2021.
- 4.2. Ratifying the payment of bills for the month of November 2021 and December 2021.

[Accounts Payable Report - December 2021.pdf](#)  [Accounts Payable Report - November 2021.pdf](#) 

I make a motion to approve the consent agenda as presented.

Moved by: Rita Bishop

Seconded by: Jeanie Scott

For: Unanimous. Motion carried 3-0-0.

5. Proclamation:

- 5.1. Proclamation declaring January 2022 as School Board Appreciation Month.

[School Board Recognition Month 2022 Proclamation.pdf](#) 

Mayor presented Proclamation.

6. Staff Reports:

Discussion only on below listed staff reports.

- 6.1. Venus Volunteer Fire Department- Jayson DeLeon: December report

[Volunteer Fire DECEMBER 2021.pdf](#) 

- 6.2. Fire Department - Richard Allen: December report

[Fire-Council Report 2022-1-4.pdf](#) 

- 6.3. Public Works - Chip Hopkins:

[Public Works – 1.10.22.pdf](#) 

- 6.4. Police Department -James Groom:

[VPD December 2021 Monthly Report.pdf](#) 

- 6.5. City Administration- Tonya Roberts: Monthly report

[City Administrator's Report - January 2022.pdf](#) 

- 6.6. Finances - Cheryl Estes: No Report

- 6.7. Planning & Development - Dave Gattis: December report

[Planning and Development Activities-December 2021.pdf](#) 

7. Public Hearings & Action Items Relating to Public Hearings:

- 7.1. Conduct Public Hearing to consider a zoning change for Lots 2 and 2A, Block 3, Truelove Addition, generally located west of Walnut Street between 5th and 6th Streets (commonly known as 501 and 503 S. Walnut Street) from R-1 Single Family Residential to R-1S Single Family Small Lot Residential.

[1A-Truelove Zoning.pdf](#)  [1B-500 Block site plan.pdf](#)  [1C-Truelove Block 3 aerial.pdf](#)  [1D-Truelove Block 3 Lot Pattern.pdf](#) 

Open Public Hearing: at 7:53 p.m.

David Bell- 602 Walnut- Opposed to zoning change.

Close Public Hearing: at 7:55 p.m.

- 7.2. Discuss and consider Ordinance No. 749-2022-01 zoning change for Lots 2 and 2A, Block 3, Truelove Addition, generally located west of Walnut Street between 5th and 6th Streets (commonly known as 501 and 503 S. Walnut Street) from R-1 Single Family Residential to R-1S Single Family Small Lot Residential.

I make a motion to deny Ordinance No. 749-2022-01.

Moved by: Phyllis Lewis

Seconded by: Rita Bishop

For: Unanimous. Motion carried 3-0-0.

- 7.3. Conduct Public Hearing to consider a zoning change for Lot 8, Plainview Acres Phase 3 Addition, generally located north of County Road 109 and east of County Road 213 (commonly

know as 940 W CR 109) from R-1L Single Family Large Lot Residential to R-1 Single Family Residential or R-1S Single Family Small Lot Residential.

[2A-Plainview Acres Zoning.pdf](#)  [2B-Plainview Lot 8 aerial.pdf](#)  [2C-Plainview Lot 8 Lot Pattern.pdf](#) 

Open Public Hearing: at 8:03 p.m.

Chris Silman- 729 CO RD 213- Asked about how many homes.

Close Public Hearing: at 8:05 p.m.

- 7.4. Discuss and consider Ordinance No. 750-2022-01 zoning change for Lot 8, Plainview Acres Phase 3 Addition, generally located north of County Road 109 and east of County Road 213 (commonly know as 940 W CR 109) from R-1L Single Family Large Lot Residential to R-1 Single Family Residential or R-1S Single Family Small Lot Residential.

I make a motion to approve R-1-PD with one acre lots.

Moved by: Phyllis Lewis

Seconded by: Jeanie Scott

For: Unanimous. Motion carried 3-0-0.

- 7.5. Conduct Public Hearing to consider Voluntary Annexation of 2.032 acres in Radford Berry Survey Abstract 42 in Ellis County.

[3A-Annexation of Wheatfield Road ROW.pdf](#)  [3B-Exhibits A&B-ROW Ph 3 Exhibit \(Revised\).pdf](#)  [3C-Exhibit C- Wheatfield ROW Service Plan.pdf](#)  [3D-CWA Patriot Annexation Petition Wheatfield Road.pdf](#)  [3E-Ellis County Aerial.pdf](#) 

Open Public Hearing: at 8:13 p.m.

Charlie Anderson- 4801 W. Lovers Ln- Developer and is for annexation.

Todd Wintters- 207 Wonco Cir- The engineer and for annexation

Close Public Hearing: at 8:23 p.m.

- 7.6. Discuss and consider Ordinance No. 748-2022-01 to consider a Voluntary Annexation of 2.032 acres in Radford Berry Survey Abstract 42.

[748-2022-01-VENUS voluntary annexation road or rightof way January 2022.pdf](#) 

No action taken.

- 7.7. Conduct Public Hearing to consider a Waiver to Section 8-104 to allow the construction of a 5-foot fence within the required front yard setback for Lot 15 Plainview Acres Phase 1 (1515 County Road 213)

[4A-Waiver For Fence Plainview Acres.pdf](#)  [4B-Lot 15 Waiver Aerial.pdf](#)  [4C-Wheeler Fence Waiver Plot Plan.pdf](#)  [4D-Picture 1.pdf](#)  [4E-Picture 2.pdf](#)  [4F-picture 3.pdf](#) 

Open Public Hearing: at 8:46 p.m.

John Wheeler- Owner of property and apologized for already putting up the posts.

Close Public Hearing: at 8:48 p.m.

- 7.8. Discuss and consider a Waiver to Section 8-104 to allow the construction of a 5-foot fence within the required front yard setback for Lot 15 Plainview Acres Phase 1 (1515 County Road 213)

I make a motion to approve the waiver to Section 8-104 to allow a 20-foot encroachment into the required front yard for a 5-foot-high pipe-rail fence on Lot 15 Plainview Acres Phase 1.

Moved by: Rita Bishop

Seconded by: Jeanie Scott

For: Unanimous. Motion carried 3-0-0.

8. Consideration & Action Items:

- 8.1. Discuss and consider entering into an Agreement with Enterprise Fleet Management for the management of the City's fleet.

[City of Venus - Fleet Synopsis.pdf](#)  [Master Equity Lease Agreement - Government.pdf](#) 

I make a motion to approve entering into an Master Lease Agreement with Enterprise Fleet Management and authorizing the Mayor to sign such Agreement.

Moved by: Phyllis Lewis

Seconded by: Jeanie Scott

For: Unanimous. Motion carried 3-0-0.

9. Executive Session:

The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, pursuant to authorization by the Texas Open Meetings Act TEXAS GOVERNMENT CODE, Chapter 551.071(2) (Private consultation with attorney for the city), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), 551.087 (economic development), 418.183 (homeland security).

EXECUTIVE SESSIONS: 551.087 (Economic Development) & 551.071(2) (Private Consultation with Attorney)

- 1- Discuss negotiations regarding Brahman II.**
- 2- Discuss negotiations regarding Buffalo Hills.**
- 3- Discuss negotiations regarding Partnership 67213.**
- 4. Discuss and update on JMJ Development Agreement.**

9.1. Recess into Executive Session. At 9:33 p.m.

9.2. Reconvene into Open Session at 10:52 p.m.

No action taken on above listed Executive Sessions.

10. Adjournment

Mayor, James Burgess adjourned the meeting at 10:52 p.m.

Mayor

City Secretary

Draft

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT		
NON-DEPARTMENTAL	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	4,319.39		
			TMRS RETIREMENT	4,315.89		
		U. S. TREASURY	FEDERAL WITHHOLDING	5,160.15		
			FEDERAL WITHHOLDING	5,467.34		
			FICA WITHHOLDING	3,719.00		
			FICA WITHHOLDING	4,061.74		
			MEDICARE WITHHOLDING	869.75		
			MEDICARE WITHHOLDING	949.90		
		CHILD SUPPORT DISTRIBUTION FUND	CASE #0011334214-11305	136.15		
			CASE #0011334214-11305	136.15		
			CASE ID 0010216557	253.85		
			CASE ID 0010216557	253.85		
			CASE ID 0012061075	340.15		
			CASE ID 0012061075	340.15		
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	343.29		
		TML HEALTH	TML HEALTH PREMIUM 2022-01	3,476.49		
		STATE COMPTROLLER	4TH QTR COURT COSTS COLLEC	9,800.96		
			4TH QTR TIMELY DISCOUNT	808.50-		
		CITIBANK	GROOM CC CHARGES	692.30		
			ESTES CC CHARGES	2,702.51		
			GREEN CC CHARGES	489.59		
			GLEASON CC CHARGES	55.00		
			HOPKINS CC CHARGES	2,366.88		
			ROBERTS CC CHARGES	1,906.51		
			GORDON CC CHARGES	537.41		
		WEX BANK	MONTHLY SERVICE FEE	4.99		
			REBATE	72.49-		
		MCCREARY, VESELKA, BRAGG AND ALLEN P.C	NOVEMBER COLLECTIONS	128.67		
			NOVEMBER COLLECTIONS	203.67		
			DECEMBER COLL AGENCY PYMTS	328.20		
		COLONIAL LIFE	COL ACCIDENT PR DEDUCTIONS	90.84		
			COL ACCIDENT PR DEDUCTIONS	22.71		
			COL ACCIDENT PR DEDUCTIONS	22.71		
			COL CANCER PR DEDUCTIONS	153.13		
			COL CANCER PR DEDUCTIONS	38.28		
			COL CANCER PR DEDUCTIONS	36.60		
			COL HOSPCONF PR DEDUCTIONS	32.90		
			COL HOSPCONF PR DEDUCTIONS	8.22		
			COL HOSPCONF PR DEDUCTIONS	8.22		
			COL CRITICAL ILL PR DEDUCT	30.30		
			COL CRITICAL ILL PR DEDUCT	7.57		
			COL CRITICAL ILL PR DEDUCT	7.57		
		DEARBORN LIFE INSURANCE CO	LVE	599.70		
			LVS	124.88		
			LVC	16.10		
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	0.01		
			TOTAL:	53,678.68		
		CITY ADMIN OFFICE	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	226.23
					TMRS RETIREMENT	226.23
				U. S. TREASURY	FICA WITHHOLDING	130.20
					FICA WITHHOLDING	130.20
					MEDICARE WITHHOLDING	30.45
					MEDICARE WITHHOLDING	30.45
AT&T MOBILITY	NOV 20-DEC 19, 2021			26.80		
FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202			36.67		

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DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		TML HEALTH	TML HEALTH PREMIUM 2022-01	350.47
		CITIBANK	TXDMV:REGISTRATION SERVICE	4.00
			TXDMV: VEH REG 2017 TOYO S	8.25
			TXDMV: REG 2018 TOYO COROL	8.25
			AMZ: PILOT G2 PREM REFILL	14.79
		WEX BANK	FUEL	52.83
		ARAMARK UNIFORM SERV	CUSTOM EMBROIDERY	5.99
			FLEECE JACKET	40.99
			SHIPPING FEE	5.99
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	1.84
			LTD PREMIUMS 2022-01	15.86
			STD PREMIUMS 2022-01	13.70
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	3,001.47
			TOTAL:	4,361.66
CITY SECRETARY	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	287.09
			TMRS RETIREMENT	287.09
		U. S. TREASURY	FICA WITHHOLDING	166.22
			FICA WITHHOLDING	166.22
			MEDICARE WITHHOLDING	38.87
			MEDICARE WITHHOLDING	38.87
		AT&T MOBILITY	NOV 20-DEC 19, 2021	97.38
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	38.64
		CALLIE GREEN	MILEAGE REIMBURSEMENT	37.63
		TML HEALTH	TML HEALTH PREMIUM 2022-01	700.94
		MIDLOTHIAN MIRROR	PUBLIC HEARING 01/10/22	94.44
			PUBLIC HEARING 01/10/22	145.60
			ORD 746-2021-12	213.00
		CITIBANK	AMZ: DURACELL AAA BATTERIE	12.78
			TMC: ELECTION MANUAL-NEW V	129.00
			AMZ: 2 I-PAD CASES & PROTE	45.98
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	19.53
			STD PREMIUMS 2022-01	21.40
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	4,098.65
			TOTAL:	6,643.01
PLANNING & DEVELOPMENT GENERAL FUND		TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	349.92
			TMRS RETIREMENT	349.92
		U. S. TREASURY	FICA WITHHOLDING	271.55
			FICA WITHHOLDING	336.50
			MEDICARE WITHHOLDING	63.50
			MEDICARE WITHHOLDING	78.70
		CITY OF VENUS - PETTY CASH	GLEASON OSSF TESTING TCCNW	25.00
		AT&T MOBILITY	NOV 20-DEC 19, 2021	85.63
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	57.46
		CITY HALL ESSENTIALS	CITY PLANNER	2,350.46
		TML HEALTH	TML HEALTH PREMIUM 2022-01	1,041.32
		TEXAS WORKFORCE COMMISSION	QTR 4 TX UNEMPLOYMENT	269.14
		MIDLOTHIAN MIRROR	PUBLIC HEARING - P&Z 12/15	136.04
		CITIBANK	AMZ?VIVO KEYBOARD TRAY-PER	49.49
			AMZ: DESK ORAGNIZER - PERM	15.66
			AMZ: MONITOR STAND - PERMI	13.79
			TX BRD PLUMB EXAM: CERTIFI	55.00
			AMZ: JENNIFER'S OFFICE CHA	108.98
		BUREAU VERITAS NORTH AMERICA, INC	157 JEFFERSON DR	160.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			411 HARVEST HILL LN	76.92
			BROOKSHIRE'S INSPECTION	400.00
			DOLLAR GENERAL	400.00
			SONIC DRIVE IN	400.00
			THE DAILY SUNRISE CAFE INS	400.00
			TIGER MART	400.00
			VENUS COUNTRY STORE	400.00
			VENUS DONUTS	400.00
			VENUS FUEL STOP	400.00
			HAV-R CHARBURGER	400.00
			169 JEFFERSON	76.92
			118 W SECOND ST	76.92
			TAQUIKARDIA	400.00
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	24.51
			STD PREMIUMS 2022-01	26.88
		BIRKHOFF,HENDRICKS & CARTER, LLP	STALLION RANCH	111.42
			STARLIGHT MEADOWS	445.66
			STALLION RANCH	458.95
			HERITAGE HILLS MULTI-FAM	111.42
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	7,674.90
			TOTAL:	18,906.24
FINANCE	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	306.29
			TMRS RETIREMENT	304.04
		U. S. TREASURY	FICA WITHHOLDING	171.93
			FICA WITHHOLDING	171.93
			MEDICARE WITHHOLDING	40.22
			MEDICARE WITHHOLDING	40.22
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	67.37
		TML HEALTH	TML HEALTH PREMIUM 2022-01	871.13
			TML HEALTH PREMIUM 2022-01	1.50
		PITNEY BOWES PURCHASE POWER	FINANCE CHARGE	13.37
		TML RISK POOL	QUARTER 2 PAYMENT	3,193.00
			QUARTER 2 PAYMENT	7,602.75
		WALMART	WALMART CREDIT CARD	6.03
			WALMART CC - FINANCE CHARG	7.77
		MIDLOTHIAN MIRROR	MIDLOTHIAN MIRROR	19.30
		CITIBANK	AMZ: LOCKING CASH BOX PETT	23.59
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	19.84
			STD PREMIUMS 2022-01	19.99
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	4,278.50
			TOTAL:	17,162.45
HUMAN RESOURCES	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	239.06
			TMRS RETIREMENT	219.97
		U. S. TREASURY	FICA WITHHOLDING	144.07
			FICA WITHHOLDING	127.85
			MEDICARE WITHHOLDING	33.69
			MEDICARE WITHHOLDING	29.90
		CITY OF VENUS - PETTY CASH	TIP- FOR E TX BBQ CO CATER	100.00
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	38.64
		AMERIFLEX	HRA ADMIN ANNUAL RENEWAL F	185.00
		WALMART	SWEET TEA - HOLIDAY PARTY	27.76
			HOL PARTY-LOLLIPOPS & SCOO	12.47

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			HOL PARTY-CANDY, SNACKS	120.18
			HOL PARTY-SUPPLIES	25.97
			HOL PARTY-TOOTHPICKS	7.02
		CITIBANK	HOBLOB:HR TABLE/CHAIRS REF	153.97-
			FULLID: ID BADGE HOFFMAN	27.71
			FULLID: HOFFMAN ID BADGE	23.49
			AMZ: CANNON PRINTER INK	46.98
			AMZ: SIGN HERE POST-IT FLA	7.46
			AMZ: 6-COMP SORTER	22.81
			5BELOW:CANDY CANES	5.00
			5BELOW: WHITE WREATH	5.00
			AMZ:48 X36 CORK BULLETIN B	59.90
			FULLID: ID CARD - K. WESTE	25.60
			AMZ: UGLY SWEATER AWARD	24.11
			AMZ: TONER REFUND	30.19-
			FULID: ALLEN BADGE	25.60
			AMZ: 50 PC RETRACT BADGE R	27.99
			CAMPUZANO: WHOVILLE LUNCHE	466.95
			DOLLAR TREE: HOL PARTY SUP	30.00
			PARTY CANDY BAGS AWARD RIB	21.00
			WALGREENS: GIFT CARDS HOL	450.00
			HOBLOB: DECO & GIFT CARDS	144.76
			\$TREE:HOOKS FOR HOLIDAY PA	3.75
			CVS: GIFT CARDS HOLIDAY PA	100.00
			HOBLOB:DECOR FOR HOLIDAY P	11.50
			HOBLOB: GIFT CARDS HOL PAR	50.00
		CAREFLITE	R.BAKER & M. WESTEN	12.00
		CARENOW CORPORATE	A. SIMMONS & O. ORTIZ	12.00
			RICHARD ALLEN	125.00
			KOHNER WESTEN	48.00
			JENNIFER HOPKINS	48.00
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	14.51
			STD PREMIUMS 2022-01	15.92
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	3,291.33
			TOTAL:	6,277.47
ECONOMIC DEVELOPMENT	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	265.50
		U. S. TREASURY	TMRS RETIREMENT	265.50
			FICA WITHHOLDING	160.00
			FICA WITHHOLDING	160.00
			MEDICARE WITHHOLDING	37.42
			MEDICARE WITHHOLDING	37.42
		TEXAS WORKFORCE COMMISSION	QTR 4 TX UNEMPLOYMENT	176.40
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	3,865.16
			TOTAL:	4,967.40
POLICE DEPARTMENT	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	3,556.44
		U. S. TREASURY	TMRS RETIREMENT	3,570.62
			FICA WITHHOLDING	2,006.44
			FICA WITHHOLDING	1,984.13
			MEDICARE WITHHOLDING	469.26
			MEDICARE WITHHOLDING	464.03
		AT&T MOBILITY	OCT 20-NOV 19	635.54
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	759.96
		XEROX USAGE	1900 @ \$0.006	11.40

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		PETE'S TIRE SHOP	TIRE MOUNT & BALANCE VIN:7	45.00
			TIRE PATCH	12.00
			TIRE PATCHES VIN:3607 & 21	40.00
		TML HEALTH	TML HEALTH PREMIUM 2022-01	11,891.78
		TML RISK POOL	QUARTER 2 PAYMENT	3,597.25
		TEXAS WORKFORCE COMMISSION	QTR 4 TX UNEMPLOYMENT	111.85
		TEXAS POLICE CHIEFS ASSOCIATION	GORDON - YEARLY DUES	50.00
		IMPACT PROMOTIONAL SERVICES	NAME PLATES - HOFFMAN	14.99
			PANTS - HOFFMAN	101.99
			VESTS	449.00
		JOHNSON COUNTY TREASURER	UGARTE,ALEJANDRO 05/31/199	58.28
		VENUS MOBILE 1	INSPECTION	25.50
			INSPECTION	25.50
		CITIBANK	TEAM911.COM: ANNUAL DUES	30.00
			TLO TRANSUNION: PUB INFO D	241.00
			AMZ:FLASHLIGHT & CHARGER	139.99
			AMZ: 2 USB FLASH DRIVES	73.54
			AMZ: ID HOLDERS & REELS (3	25.47
			AMZ:ID RETRA BADGE HOLDERS	74.95
			UPS:SHIP RADIOS TO UPFITTE	61.37
			TX DMV: VEH REG 1264298	10.25
			MARKSMEN:GLOCK HOFFMAN (RE	464.50
			TX DMV: VEH REG 7106	10.25
			TX DMV: VEH REG 8746	10.25
			TX DMV: VEH REG 4235	10.25
			AMZ: AAA BATTERIES	16.24
			AMZ: TRASH BAGS	15.67
		WEX BANK	FUEL	3,214.77
			CAR WASHES	61.00
		FRONTIER COMMUNICATIONS	PD FAX LINE	68.83
		DROP SHOT PEST CONTROL	POLICE DEPARTMENT	55.00
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	47.84
			LTD PREMIUMS 2022-01	218.53
			STD PREMIUMS 2022-01	239.35
		CITY OF BURLESON	IT SUPPORT FY 2021-2022	12,766.00
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	46,595.85
			TOTAL:	94,331.86
CODE ENFORCE/ANIMAL CO GENERAL FUND		TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	185.17
			TMRS RETIREMENT	185.17
		U. S. TREASURY	FICA WITHHOLDING	99.45
			FICA WITHHOLDING	99.45
			MEDICARE WITHHOLDING	23.26
			MEDICARE WITHHOLDING	23.26
		AT&T MOBILITY	OCT 20-NOV 19 JOHNNY COKER	55.23
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	57.46
		SPCA OF TEXAS	A49301438 MALE DOG	70.00
			A49301448 MALE DOG	70.00
		TML HEALTH	TML HEALTH PREMIUM 2022-01	1,041.32
		TML RISK POOL	QUARTER 2 PAYMENT	116.25
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	12.59
			STD PREMIUMS 2022-01	13.81

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	2,251.56
			TOTAL:	4,307.66
COURT	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	180.89
			TMRS RETIREMENT	181.56
		U. S. TREASURY	FICA WITHHOLDING	96.86
			FICA WITHHOLDING	96.86
			MEDICARE WITHHOLDING	22.65
			MEDICARE WITHHOLDING	22.65
		AT&T MOBILITY	NOV 20-DEC 19, 2021	36.25
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	69.62
		TML HEALTH	TML HEALTH PREMIUM 2022-01	952.09
		TYLER TECHNOLOGIES	CT MAINT FEE 02/01/22-01/3	1,558.80
		CITIBANK	AMZ: 2 X 50 PK CLR DVD CAS	41.90
			AMZ: VERB DVD-R MEDIA DISC	24.99
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	12.30
			STD PREMIUMS 2022-01	13.48
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	2,328.76
			TOTAL:	5,504.10
FIRE DEPARTMENT	GENERAL FUND	U. S. TREASURY	FICA WITHHOLDING	43.00
			FICA WITHHOLDING	215.04
			MEDICARE WITHHOLDING	10.06
			MEDICARE WITHHOLDING	50.29
		TEXAS DEPARTMENT OF HEALTH SERVICES	FRO APPLICATION FEE	60.00
		TML RISK POOL	QUARTER 2 PAYMENT	1,163.50
		IMPACT PROMOTIONAL SERVICES	UNIFORM PANTS & SHIRTS	532.00
		CITIBANK	BEST BUY: COMPUTER FIRE CH	1,039.99
		GEXA ENERGY	FIRE DEPT	227.95
			ICE STORM RECOVERY	230.46
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	3,300.48
			TOTAL:	6,872.77
STREETS	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	493.46
			TMRS RETIREMENT	482.81
		U. S. TREASURY	FICA WITHHOLDING	166.31
			FICA WITHHOLDING	249.25
			MEDICARE WITHHOLDING	38.89
			MEDICARE WITHHOLDING	58.29
		CITY OF VENUS - PETTY CASH	REG RENEW DUMP TK VIN:9267	8.25
			REG RENEW 2018 TOYT VIN:75	22.00
		AT&T MOBILITY	NOV 20-DEC 19, 2021	104.89
		FRONTIER ACCESS LLC	25% PUBLIC WORKS	38.41
			25% PUBLIC WORKS	38.40
		CINTAS	OLDHAM, 25% HOMESLEY	9.51
			SMITH, OLDHAM, HOMESLEY	9.51
			FITZGERALD, OLDHAM, HOMESLEY	14.07
			FITZGERALD, OLDHAM, HOMESLEY	14.07
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	136.48
		LINDE GAS & EQUIPMENT INC.	GAS RENTAL	16.39
		TML HEALTH	TML HEALTH PREMIUM 2022-01	1,401.88
			TML HEALTH PREMIUM 2022-01	498.35
		AMERICAN WATER COLLEGE	TRAINING - HOMESLEY	99.99
		TXU ENERGY	STLG 1 78924SD	1,641.38
			STLG 2 61834SD	76.36

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			STLG A 962586LE	51.70
			STLG-C LE 22287LE	1,033.85
			STLG-C LE 141-180	146.57
		VENUS AUTO PARTS LLC	SUPPLIES FOR STREETS TRUCK	20.99
			AIR FILTER FOR COMPRESSOR	3.14
			LIGHTS FOR BACK HOE	2.99
			ZIP TIES	2.70
		WALMART	BREAKROOM SUPPLIES	15.12
		CITIBANK	VENUS TRUCK STOP: DUMP TRU	10.00
			SUNCOAST: TRAINING PUMP MA	350.00
		MOUNTAIN PEAK SPECIAL UTILITY DISTRICT	1090 N FM 157-PW SHOP	19.77
		WEX BANK	FUEL	397.29
		GEXA ENERGY	STREETS	129.42
			ICE STORM RECOVERY	336.48
		ARAMARK UNIFORM SERV	SHIRTS - HOMESLEY	35.78
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	7.36
			ADD/LIFE PREMIUMS 2022-01	1.84
			LTD PREMIUMS 2022-01	21.27
			LTD PREMIUMS 2022-01	8.99
			STD PREMIUMS 2022-01	23.31
			STD PREMIUMS 2022-01	9.86
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	5,176.23
			TOTAL:	13,423.61
PARKS & RECREATION	GENERAL FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	463.11
			TMRS RETIREMENT	474.97
		U. S. TREASURY	FICA WITHHOLDING	262.98
			FICA WITHHOLDING	324.32
			MEDICARE WITHHOLDING	61.50
			MEDICARE WITHHOLDING	75.86
		AT&T MOBILITY	NOV 20-DEC 19, 2021	103.36
		CINTAS	CANTU,MOORE 25%,HOMESLEY	13.70
			CANTU,MOORE,HOMESLEY	13.70
			CANTU,MOORE,HOMESLEY	14.06
			CANTU,MOORE,HOMESLEY	14.06
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	70.40
		AMMO PLUMBING, LLC	SINK-WMNS RR- VANDALISM DA	800.00
		PETE'S TIRE SHOP	TIRES FOR PW PARKS TRAILER	500.00
		DOBIE SUPPLY, LLC	PARK SIGNS	30.00
		LINDE GAS & EQUIPMENT INC.	GAS RENTAL	16.39
		TML HEALTH	TML HEALTH PREMIUM 2022-01	1,401.88
			TML HEALTH PREMIUM 2022-01	498.35
		VENUS AUTO PARTS LLC	AIR FILTER FOR COMPRESSOR	3.14
		WALMART	BREAKROOM SUPPLIES	15.12
		TRACTOR SUPPLY CO.	MARSHALL MOORE - BOOTS	93.49
			JAMIE CANTU - BOOTS	135.99
		GUADALAJARA TIRES	TUBE FOR LAWN MOWER	25.00
		COSPER TRACTOR	BLADES/TUBE FOR MOWER	136.37
		CITIBANK	AMZ: DURACELL 9V BATTERIES	13.87
			AMZ: GORILLA SUPER GLUE	5.97
			VENUS TRUCK STOP: DUMP TRU	10.00
		WEX BANK	FUEL	410.48
		GEXA ENERGY	PARKS & REC	153.43
			ICE STORM RECOVERY	129.47
		ARAMARK UNIFORM SERV	SHIRTS - HOMESLEY	35.78
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	7.36

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			ADD/LIFE PREMIUMS 2022-01	1.84
			LTD PREMIUMS 2022-01	21.27
			LTD PREMIUMS 2022-01	8.99
			STD PREMIUMS 2022-01	23.31
			STD PREMIUMS 2022-01	9.86
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	7,244.88
			TOTAL:	13,624.26
CITY-WIDE (NON-DEPARTM GENERAL FUND		AT&T MOBILITY	NOV 20-DEC 19, 2021	156.26
		FRONTIER ACCESS LLC	CITY HALL	92.40
		CINTAS	CITY HALL FLOOR MATS	31.41
			CITY HALL FLOOR MATS	31.41
			CITY HALL FLOOR MATS	31.41
			CITY HALL FLOOR MATS	31.41
		BROADVOICE	BROADVOICE PH SERVICE	308.40
			CITY E-FAX	25.00
			CITY PHONE SYSTEM	306.13
			CITY E-FAX	25.00
		MIDLO H2O	#5 GAL RO H2O	60.00
		XEROX FINANCIAL SERVICES	JAN 22 LEASE PMNT 01/01-01	228.00
		XEROX USAGE	2525 @ \$0.047 COLOR	118.68
			2949 @ \$0.006	17.69
		FTDJ, LLC	MONTHLY IT CONTRACT	3,000.00
			EMAIL PROTECT & BACK-UP	210.00
			MICROSOFT OFFICE 365	666.00
		AKINS ENVIRONMENTAL CLEANING	01/04/22	497.72
			01/11/22	497.72
			01/18/22	497.72
			01/25/22	497.72
		PITNEY BOWES (METER RENTAL)	POSTAGE MACHINE RENTAL	396.75
		PITNEY BOWES PURCHASE POWER	MACHINE REFILL	499.00
		TML RISK POOL	QUARTER 2 PAYMENT	2,278.75
		TYLER TECHNOLOGIES	PY ENCUMBRANCE	3,128.00
			PY ENCUMBRANCE	735.00
		CITIBANK	AMZ: TALL KITCHEN TRASH BA	17.39
			ADOBE: ACROBAT PRO DC (8)	135.92
			ADOBE: CREATIVE CLOUD ALL	79.99
			UATTEND: TIME CLOCK SUBSCR	94.18
			BRANNON SEPTIC:CH CLEAN OU	315.00
			BRANNON SEPTIC:CH CLEAN OU	315.00
			BRANNON SEPTIC:CH CLEAN OU	315.00
		MOUNTAIN PEAK SPECIAL UTILITY DISTRICT	700 W HWY 67 -CITY HALL	89.07
		GEXA ENERGY	CITY-WIDE	649.70
			ICE STORM RECOVERY	1,492.27
		DROP SHOT PEST CONTROL	CITY HALL	55.00
		COAST TO COAST COMPUTER PRODUCTS INC	BLACK TONER CARTRIDGES (2)	179.98
			TOTAL:	18,106.08
NON-DEPARTMENTAL	CPF-2020 BOND PROC	BIRKHOFF,HENDRICKS & CARTER, LLP	PRELIMINARY ENGINEERING	5,649.70
			PERLIM & FINAL DESIGN	13,640.00
			TOTAL:	19,289.70
SPECIAL REV DEPT/VCSDC VENUS COMM DEVELOP		FRONTIER ACCESS LLC	CIVIC CENTER	91.65
		VENUS AUTO PARTS LLC	CIVIC CENTER KEYS	25.92
		CITIBANK	MARRIOTT: AUSTIN TRAINING	144.65
			AMZ: OFFICE DESK/FILE CAB	369.99

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			DRY CLEANERS: TABLE CLOTHS	134.31
		MOUNTAIN PEAK SPECIAL UTILITY DISTRICT	502 E HWY 67-VENUS SIGN	45.53
			CR 213 IRRIG-VENUS SIGN	41.53
		GEXA ENERGY	CIVIC CENTER	674.46
			ICE STORM RECOVERY	1,011.39
		DROP SHOT PEST CONTROL	CIVIC CENTER	65.00
			TOTAL:	2,604.43
NON-DEPARTMENTAL	SPECIAL EVENTS	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	5.07
			TMRS RETIREMENT	115.34
		CHILDREN'S ADVOCACY CENTER	VENDOR BOOTH RENTAL	560.00
			SILENT AUCTION ITEMS	77.00
			SILENT AUCTION ITEMS	1,173.00
			PARADE REGISTRATION	305.00
		COLONIAL LIFE	COL CANCER PR DEDUCTIONS	1.68
			TOTAL:	2,237.09
NON-DEPARTMENTAL	SPECIAL EVENTS	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	7.70
			TMRS RETIREMENT	174.97
		WALMART	WHOVILLE SUPPLIES	106.07
			WHOVILLE SUPPLIES	135.81
			WHOVILLE SUPPLIES	61.27
			WHOVILLE SUPPLIES	32.46
			POINSETTIAS	39.76
			WHOVILLE SUPPLIES	39.42
		CITIBANK	HOBLOB: WHOVILLE DECORATIO	169.36-
			AZM:WHOVILLE FANCY DRESS C	10.95
			AMZ: PAINTING CANVASSES	51.98
			WAYFAIR: PRTY TENT,WEIGHT	308.61
			AMZ: GRINCH MAKEUP	73.15
			BROOKSHIRES: HOT CHOCOLATE	46.56
			BROOKSHIRES: HOT CHOCOLATE	8.95
			TOTAL:	928.30
NON-DEPARTMENTAL	BUFFALO HILLS PSA	P3WORKS LLC	P3WORKS DECEMBER 2021	160.00
			P3WORKS DECEMBER 2021	160.00-
			TOTAL:	0.00
NON-DEPARTMENTAL	BUFFALO HILLS PSA	P3WORKS LLC	DECEMBER 2021 CONSULTING	160.00
			TOTAL:	160.00
NON-DEPARTMENTAL	JMJ DEVELOPMENTS	P3WORKS LLC	P3 WORKS, LLC-DEC 2021	496.66
			P3 WORKS, LLC-DEC 2021	496.66-
		BIRKHOFF,HENDRICKS & CARTER, LLP	RECLASS AMOUNT SPENT	1,277.99
			RECLASS AMOUNT SPENT	1,277.99-
			TOTAL:	0.00
NORTHSTAR DEVELOPMENT	JMJ DEVELOPMENTS	P3WORKS LLC	DECEMBER CONSULTING SERVIC	496.66
		BIRKHOFF,HENDRICKS & CARTER, LLP	JMJ PID FEASIBILITY	1,277.99
			TOTAL:	1,774.65
NON-DEPARTMENTAL	BRAHMAN RANCH II P	P3WORKS LLC	P3 WORKS - DECEMBER 2021	670.83
			P3 WORKS - DECEMBER 2021	670.83-
			TOTAL:	0.00
NON-DEPARTMENTAL	BRAHMAN RANCH II P	P3WORKS LLC	DECEMBER 2021 CONSULTING	670.83

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			TOTAL:	670.83
NON-DEPARTMENTAL	WATER & SEWER FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	766.71
			TMRS RETIREMENT	808.20
		U. S. TREASURY	FEDERAL WITHHOLDING	862.44
			FEDERAL WITHHOLDING	785.80
			FICA WITHHOLDING	880.64
			FICA WITHHOLDING	850.61
			MEDICARE WITHHOLDING	205.98
			MEDICARE WITHHOLDING	198.95
		CHILD SUPPORT DISTRIBUTION FUND	CASE ID 0014129442	436.46
			CASE ID 0014129442	436.46
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	51.63
		TML HEALTH	TML HEALTH PREMIUM 2022-01	465.96
		STATE COMPTROLLER	TOTAL TAXES COLLECTED	2,926.92
			SALES TAXES PAID ON PURCHA	41.00-
			TIMELY DISCOUNT ON PAYMENT	14.42-
		CITIBANK	HOBLOB: SALES TAX REFUND	27.83-
			HOBLOB: SALES TAX REFUND	13.97-
			5BELOW: SALES TAX PAID	0.42
			5BELOW: SALES TAXES PAID	0.41
		CAREFLITE	OCT CITIZENS BILLING	311.00
			NOV CITIZENS BILLING	308.00
		COLONIAL LIFE	COL ACCIDENT PR DEDUCTIONS	47.44
			COL ACCIDENT PR DEDUCTIONS	11.86
			COL ACCIDENT PR DEDUCTIONS	11.86
			COL CANCER PR DEDUCTIONS	63.19
			COL CANCER PR DEDUCTIONS	15.80
			COL CANCER PR DEDUCTIONS	15.80
			COL HOSPCONF PR DEDUCTIONS	32.90
			COL HOSPCONF PR DEDUCTIONS	8.23
			COL HOSPCONF PR DEDUCTIONS	8.23
			COL CRITICAL ILL PR DEDUCT	30.30
			COL CRITICAL ILL PR DEDUCT	7.58
			COL CRITICAL ILL PR DEDUCT	7.58
		DEARBORN LIFE INSURANCE CO	LVE	118.40
			LVS	52.63
			LVC	2.30
			TOTAL:	10,633.47
NON-DEPARTMENTAL	WATER & SEWER FUND	CITIBANK	AMZ: 5 FUJITSU SP 1130 SCA	1,704.95
		AMERICAN NATIONAL LEASING COMPANY	FINAL LEASE PRINCIPAL PYMT	21,513.00
			FINAL LEASE INTEREST PYMT	711.50
		CORE & MAIN LP	SET-UP & SUBSCRIPTION	19,864.00
			TOTAL:	43,793.45
ADMINISTRATION	WATER & SEWER FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	665.90
			TMRS RETIREMENT	664.93
		U. S. TREASURY	FICA WITHHOLDING	381.98
			FICA WITHHOLDING	380.74
			MEDICARE WITHHOLDING	89.33
			MEDICARE WITHHOLDING	89.04
		INTERFACE SECURITY SYSTEMS LLC	PW ALARM	34.99
			PW ALARM MONITORING	34.99
		AT&T MOBILITY	NOV 20-DEC 19, 2021	77.19
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	142.67

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		DATAPROSE, LLC	DECEMBER REGULAR BILLS	571.57
			DECEMBER LATE NOTICES	26.43
			POSTAGE USED	694.44
		DOBIE SUPPLY, LLC	FRONT GATE SIGN	30.00
		TML HEALTH	TML HEALTH PREMIUM 2022-01	700.94
			TML HEALTH PREMIUM 2022-01	1,221.60
		TEXAS WORKFORCE COMMISSION	QTR 4 TX UNEMPLOYMENT	347.44
		WALMART	BREAKROOM SUPPLIES	15.12
		TYLER TECHNOLOGIES	UB INSITE TRANSACTION FEES	1,053.75
		CITIBANK	NCTX TPWA JOB POSTING	100.00
		MOUNTAIN PEAK SPECIAL UTILITY DISTRICT	1090 N FM 157-PW SHOP	19.76
		FRONTIER COMMUNICATIONS	PUBLIC WORKS LANDLINE	95.67
		DROP SHOT PEST CONTROL	PUBLIC WORKS BLDG	65.00
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			ADD/LIFE PREMIUMS 2022-01	5.52
			LTD PREMIUMS 2022-01	9.59
			LTD PREMIUMS 2022-01	35.70
			STD PREMIUMS 2022-01	10.52
			STD PREMIUMS 2022-01	33.69
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	9,354.44
			TOTAL:	16,956.62
WATER DEPARTMENT	WATER & SEWER FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	256.13
			TMRS RETIREMENT	288.10
		U. S. TREASURY	FICA WITHHOLDING	289.66
			FICA WITHHOLDING	293.72
			MEDICARE WITHHOLDING	67.74
			MEDICARE WITHHOLDING	68.69
		ATMOS ENERGY CORP.	301 S MAIN ST	100.00
		CITY OF MIDLOTHIAN	9,221,000 GALLONS	64,579.20
		AT&T MOBILITY	NOV 20-DEC 19, 2021	112.81
		FRONTIER ACCESS LLC	25% PUBLIC WORKS	38.41
		CINTAS	SMITH, WESTEN, LUTTRELL, HOME	13.30
			WESTEN, LUTTRELL, HOMESLEY	13.30
			MOORE, WESTEN, LUTTRELL, HOME	13.67
			MOORE, WESTEN, LUTTRELL, HOME	13.67
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	51.09
		ABILENE PLUMBING SUPPLY CO., INC	SAFETY FLANGE - PW	201.60
			CHECK VALVES	190.00
			VALVE SUPPLIES	975.90
			GATE VALVE	1,311.18
			TAP/WDGE GATE VALVE	218.01
			PIPE & COUPLING	1,326.78
			COUPLING	700.12
			100' ROLL CTS	44.00
			VALVE BOX RISER	77.52
		LOWES BUSINESS ACCT/SYNCB	HAND TOOLS	36.77
			MAINT SUPPLIES/TOOLS	6.16
			MAINT SUPPLIES/TOOLS	45.57
		LINDE GAS & EQUIPMENT INC.	GAS RENTAL	16.39
		TML HEALTH	TML HEALTH PREMIUM 2022-01	848.82
		AMERICAN WATER COLLEGE	TRAINING - LUTTRELL/WESTEN	849.98
		TEXAS WORKFORCE COMMISSION	QTR 4 TX UNEMPLOYMENT	17.91
		VENUS AUTO PARTS LLC	SAMPLING/INSULATING WATER	14.97
			PVC FITTINGS	8.85
			PW PARTS & SUPPLIES	3.99

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
			AIR FILTER FOR COMPRESSOR	3.14
			TOOLS FOR WATER TRUCK	52.73
			DEF FLUID FOR TRACTOR	27.98
			ANITFREEZE/BOLT	21.11
			IMPACT SET/SCREWDRIVER	38.98
		WALMART	BREAKROOM SUPPLIES	15.12
		USA BLUEBOOK	DISCHARGE HOSE/ADAP	132.61
			COUPLER/HOSE	147.75
			COUPLERS/HOSE	147.75
			POWDER PILLOW	86.45
			POWDER PILLOW / PIPE	261.99
		VENUS MOBILE 1	ABOVE GRADE SAMPLING STATI	2,234.16
			EVAP SYSTEM CONTROL INSTAL	188.24
			INSPECTION	25.50
		CITIBANK	VENUS TRUCK STOP: DUMP TRU	10.00
			BOOT BARN: BOOTS FOR WESTE	148.49
		WEX BANK	FUEL	290.38
		GEXA ENERGY	50% PW BLDG & GDLTS	237.60
			ICE STORM RECOVERY	201.95
		ARAMARK UNIFORM SERV	SHIRTS - HOMESLEY	35.78
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	14.72
			STD PREMIUMS 2022-01	16.13
		CORE & MAIN LP	2 - 3" HYDRANT METERS @\$11	2,375.00
		UNDERGROUND, INC	ROTATOR NOZZLE	177.50
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	6,981.09
			TOTAL:	86,969.84
SANITATION	WATER & SEWER FUND	FRONTIER ACCESS LLC	1505 RESIDENTIAL CARTS	15,615.33
			48 RESIDENTIAL EXTRA CARTS	254.40
			1505 RESIDENTIAL RECYCLE C	6,230.70
			11 COMMERCIAL CARTS	210.43
			2 COMMERCIAL EXTRA CARTS	22.96
			DUMPSTERS	10,247.37
			ROLL-OFFS	6,638.24
			TOTAL:	39,219.43
SEWER DEPARTMENT	WATER & SEWER FUND	TEXAS MUNICIPAL RETIREMENT SYSTEM	TMRS RETIREMENT	241.14
			TMRS RETIREMENT	273.12
		U. S. TREASURY	FICA WITHHOLDING	208.99
			FICA WITHHOLDING	176.14
			MEDICARE WITHHOLDING	48.89
			MEDICARE WITHHOLDING	41.18
		AT&T MOBILITY	NOV 20-DEC 19, 2021	112.79
		FRONTIER ACCESS LLC	25% PUBLIC WORKS	38.40
		CINTAS	SMITH WESTEN, LUTTRELL, HOME	13.31
			WESTEN, LUTTRELL, HOMESLEY	13.31
			WESTEN, LUTTRELL, HOMESLEY	13.68
			WESTEN, LUTTRELL, HOMESLEY	13.68
		UNITED COOPERATIVE	FM 157/WASTE WATER TREAT	194.18
			CR 213	25.00
			PLAINVIEW ACRES	25.00
			CR 214/TS2/3PH/C11	512.45
			LIFTSTATION	25.00
			CR 214 LIFTSTATION	554.98
			CR 214/TS2/3PH/C11 LIFTSTA	18.87

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
		FIRST UNUM LIFE INSURANCE CO	DENTAL/VISION PREMIUMS 202	51.09
		ABILENE PLUMBING SUPPLY CO., INC	SEWER SOLVENT	229.99
			RUBBER COUPLINGS - PW	85.08
			COUPLING & ADAPTER	66.78
			TAP/WDGE GATE VALVE	218.01
			MANHOLD SUPPLIES	1,844.00
			VALVE BOX RISER	77.52
		LOWES BUSINESS ACCT/SYNCB	PVC BUSHINGS	90.06
			PVC BUSHINGS	65.84-
			HAND TOOLS	36.77
			MAINT SUPPLIES/TOOLS	6.16
			MAINT SUPPLIES/TOOLS	45.58
		DOBIE SUPPLY, LLC	LIFT STATION SIGNS	750.00
		LINDE GAS & EQUIPMENT INC.	GAS RENTAL	16.40
		TML HEALTH	TML HEALTH PREMIUM 2022-01	848.82
		AMERICAN WATER COLLEGE	TRAINING - WESTEN / SMTIH	549.98
		VENUS AUTO PARTS LLC	BOLTS FOR LIFT STATION SIG	32.08
			AIR FILTER FOR COMPRESSOR	3.13
			COUPLING/NIPPLE	5.58
			ANITFREEZE/BOLT	21.11
		WALMART	BREAKROOM SUPPLIES	15.10
		USA BLUEBOOK	DISCHARGE HOSE/ADAP	132.61
			COUPLER/HOSE	147.75
			COUPLERS/HOSE	147.75
		CITIBANK	VENUS TRUCK STOP: DUMP TRU	10.00
		WEX BANK	FUEL	290.37
		GEXA ENERGY	50% PW BLDG & GD LTS	237.59
			LIFT STATIONS	1,040.40
			ICE STORM RECOVERY	1,364.02
		ARAMARK UNIFORM SERV	SHIRTS - HOMESLEY	35.77
		DEARBORN LIFE INSURANCE CO	ADD/LIFE PREMIUMS 2022-01	3.68
			LTD PREMIUMS 2022-01	14.72
			STD PREMIUMS 2022-01	16.13
		UNDERGROUND, INC	ROTATOR NOZZLE	177.50
		**PAYROLL EXPENSES	1/01/2022 - 1/31/2022	4,498.97
			TOTAL:	15,594.77
NON-DEPARTMENTAL	W/S CPF - 2018 CO	BIRKHOFF,HENDRICKS & CARTER, LLP	CONSTRUCTION ADMIN	650.00
			PRELIMINARY DESIGN	1,282.20
			ENGINEERING DESIGN	8,557.50
			CONSTRUCTION ADMIN-FINAL	975.00
			PRELIMINARY DESIGN	1,282.20
			ENGINEERING DESIGN	5,124.30
			TOTAL:	17,871.20
NON-DEPARTMENTAL	GF CPF - 2018 CO B	FTDJ, LLC	CAT 6 CABLE LINE DROPS	900.00
		AZUL VALLEY CONSTRUCTION	OLD PD BUILDING REMODEL	17,809.00
			OLD PD BUILDING REMODEL	12,611.00
			TOTAL:	31,320.00

DEPARTMENT	FUND	VENDOR NAME	DESCRIPTION	AMOUNT
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===== FUND TOTALS =====				
10	GENERAL FUND			268,167.25
11	CPF-2020 BOND PROCEEDS			19,289.70
30	VENUS COMM DEVELOP			2,604.43
35	SPECIAL EVENTS			3,165.39
54	BUFFALO HILLS PSA			160.00
58	JMJ DEVELOPMENTS			1,774.65
59	BRAHMAN RANCH II PID			670.83
60	WATER & SEWER FUND			213,167.58
64	W/S CPF - 2018 CO BONDS			17,871.20
70	GF CPF - 2018 CO BONDS			31,320.00

	GRAND TOTAL:			558,191.03

TOTAL PAGES: 14

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-CITY OF VENUS
VENDOR: All
CLASSIFICATION: All
BANK CODE: Include: 99
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 1/01/2022 THRU 1/31/2022

PAYROLL SELECTION

PAYROLL EXPENSES: YES
EXPENSE TYPE: NET
CHECK DATE: 1/01/2022 THRU 1/31/2022

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: NO
REPORT TITLE: JANUARY 2021
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

Payee: Citi Bank Master Card



Cardholder Signature _____ Date 01/23/2022
Finance Director Signature _____ Date 1/23/22
City Administrator's Signature X Tony Roberts Date 1/20/22

Payee: Citi Bank Master Card

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code #		Charge Amount	Sales Taxes Paid	Total Charge
				5-XXXX-XXXX	GL Acct Description			
12/7/2021	TLO Transunion	Public Information Database	Groom	5-0050-0460	Contract Services	241.00	-	241.00
12/7/2021	Texas Crime Prevention	Dani Membership	Groom	5-0050-0418	Dues and Memberships	30.00	-	30.00
12/8/2021	Amazon	Council Ipad Holders/PD Equipment	Groom	5-0050-0420	Supplies	259.51	-	259.51
12/9/2021	Amazon	ID Holders and Reels for ID cards	Groom	5-0050-0421	Office Supplies	100.42	-	100.42
12/29/2021	UPS Store	Mail 2nd batch of radios to Upfitter	Groom	5-0050-0421	Office Supplies	61.37	-	61.37
					Postage		-	
				10-0015-0433		139.99	-	-
				"	"	45.98	-	-
				10-0050-0421		73.54	-	-
							-	-
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							-	-
							-	-
							-	-
Total Monthly Charges						692.30	-	692.30

agree with

Cardholder Signature _____ Date 01/23/2021
Finance Director Signature _____ Date 1/05/22
City Administrator's Signature X James Roberts Date 1/26/2022

**City of Venus
Credit Card Charges -Pay Request**

Cardholder Name: Cheryl Estes

Payee: Citi Bank Master Card

**ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.**

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge	
10/4/2021	AMAZON	COFFEE FOR BREAKROOM	SW	10-5-0095-0429	DEPT SUPPLIES	108.58		108.58	293.21
10/4/2021	AMAZON	IPAD CASE FOR BUILDING OFFICIAL	SW	10-5-0020-0421	OFFICE SUPPLIES	128.53		128.53	
		CREAMER, COFFEE, FOIL AND TOLIET PAPER	SW	10-5-0095-0429	DEPT SUPPLIES	164.68		164.68	
10/8/2021	NTTA	ZIP CASH INVOICE ADMIN VEHICLE	SW	10-5-0010-0416	Travel& Training	20.24		20.24	
10/12/2021	CDW GOVT	Toner of the Xerox printer upfront	SW	10-5-0095-0421	OFFICE SUPPLIES	480.00		480.00	
10/12/2021	AMAZON	PRINTER TONER CARTRIDGE	SW	10-5-0060-0421	COURT OFFICE SUPPLIES	90.90		90.90	
10/13/2021	TEEX E COMMERCE	OSSF TRAINING FOR BUILDING OFFICIAL	SW	10-5-0020-0416	EMPLOYEE TRAINING	550.00		550.00	
10/18/2021	AMAZON	TONER CARTRIDGE FOR DELL PRINTER	SW	10-5-0030-0421	OFFICE SUPPLIES	30.19		30.19	50.68
		FILE FOLDERS	SW	10-5-0025-0421	OFFICE SUPPLIES	20.49		20.49	
10/18/2021	ADOBE CREATIVE CLOUD	ACROBAT PRO 8 LIC / CREATIVE CLOUD 1 LIC	CE	10-5-0095-0468	IT SUBSCRIPTIONS	215.91		215.91	
10/19/2021	UATTEND	TIME AND ATTENDANCE SYSTEM	CE	10-5-0095-0468	IT SUBSCRIPTIONS	94.18		94.18	
10/21/2021	THE HOME DEPOT	LIGHTS, FLOWERS, EXT CORD, CABLE TIES, GRAS	TR	35-5-0000-0491	STREET DANCE	433.65	35.78	469.43	
10/21/2021	HOBBY LOBBY	CHRISTMAS TREE SUPPLIES	TR	35-5-0000-0494	CHRISTMAS ON THE SQ	206.71	17.05	223.76	
10/21/2021	OFFICE DEPOT	USB FOR DEVELOPMENT FILES	TR	10-5-0010-0429	OFFICE SUPPLIES	27.98		27.98	
10/25/2021	THE HOME DEPOT	TAX REFUND	TR	35-5-0000-0491	STREET DANCE	-	(35.78)	(35.78)	
10/25/2021	TCEQ EPAYMENT	OSSF LICENSE FOR BUILDING OFFICIAL	MG	10-5-0020-0416	TRAINING	113.75		113.75	
10/28/2021	AMAZON	PAPER PLATES FOR BREAK ROOM	SW	10-5-0095-0429	DEPT SUPPLIES	42.99		42.99	
10/29/2021	ORIENTAL TRADING	GRINCH BANNER,FASTENERS, BOOK MARKS	TR	35-5-0000-0494	CHRISTMAS ON THE SQ	46.56	3.72	50.28	102.11
						47.99	3.84	51.83	
10/27/2021	AMAZON	IPAD COVER /STRAP	SW	10-5-0020-0421	OFFICE SUPPLIES	32.49		32.49	120.99
		CUTLERY COMBO BOX	SW	10-5-0095-0429	DEPT SUPPLIES	17.10		17.10	
		PRINTER MONITORS FOR PERMITS	SW	10-5-0020-0421	OFFICE SUPPLIES	25.99		25.99	
		KLEENEX PAPER TOWELS FOR CITY HALL	SW	10-5-0095-0429	DEPT SUPPLIES	45.41		45.41	
11/1/2021	HOBBY LOBBY	CHRISTMAS TREE SUPPLIES	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	193.92		193.92	
11/1/2021	AMAZON	COLOR CARD STOCK	SW	60-5-0065-0429	DEPT SUPPLIES	12.85		12.85	132.75
		HP INK CARTRIDGES PW	SW	60-5-0045-0421	OFFICE SUPPLIES	119.90		119.90	
11/2/2021	HOBBY LOBBY	REFUND OF CHRISTMAS TREE SUPPLIES	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	(206.71)	(17.05)	(223.76)	
11/3/2021	NEBRASKA FURNITURE MART	DESK FOR HR OFFICE	SW	10-5-0030-0433	SMALL EQUIPMENT <\$5K	1,199.99		1,199.99	
						4,264.27	7.56	4,271.83	

Total must
agree with
credit card
statement

Cardholder Signature _____

Date 12/16/21

Finance Signature _____

Date 1/21/22

City Administrator's Signature X _____

Date 1/24/2022

**City of Venus
Credit Card Charges -Pay Request**

Cardholder Name: Cheryl Estes

Payee: Citi Bank Master Card

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
11/8/2021	AMAZON	10 REAM CARTON COPY PAPER	SW	10-5-0095-0429	DEPT SUPPLIES	89.97		89.97
11/10/2021	HOME GOODS	TABLE W/2 CHAIRS	SW	10-5-0030-0433	OFFICE SUPPLIES	281.42	21.45	281.42
11/9/2021	COMSTROM	BENDY CHRISTMAS TREE - WHOVILLE	TR	35-5-0000-0494	CHRISTMAS ON THE SQ	386.23		386.23
11/9/2021	BEST BUY	HR DESKTOP COMPUTER	SW	10-5-0030-0433	SMALL EQUIPMENT <\$5K	1,369.98	113.02	1,483.00
11/9/2021	FULLIDENTITY	ID CARDS - RACHEL BAKER/MELISSA WESTEN	SW	10-5-0030-0476	SMALL EQUIPMENT <\$5K	41.10		41.10
11/9/2021	FULLIDENTITY	ID CARD DESIGN FEES	SW	10-5-0030-0476	SMALL EQUIPMENT <\$5K	75.00		75.00
11/11/2021	HOBBY LOBBY	HR TABLE AND CHAIRS	SW	10-5-0030-0433	SMALL EQUIPMENT <\$5K	181.80	27.83	181.80
11/11/2021	HOBBY LOBBY	WHOVILLE DECORATIONS	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	183.33	13.97	183.33
11/11/2021	HOBBY LOBBY	WHOVILLE DECORATIONS	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	33.94		33.94
11/15/2021	BEST BUY	TAX CREDIT	SW	10-5-0030-0476	SMALL EQUIPMENT <\$5K	(113.02)		(113.02)
11/15/2021	AMAZON	COLORED TOP TAB FILE FOLDERS	AS	10-5-0060-0421	OFFICE SUPPLIES	24.76		24.76
11/15/2021	AMAZON	BROTHER HL-L2300D MONOCHROME PRINTER	SW	10-5-0025-0429	DEPARTMENT SUPPLIES	151.96		151.96
11/16/2021	HOME GOODS	ACCENT FURNISHINGS	SW	10-5-0030-0433	OFFICE SUPPLIES	129.99	10.72	140.71
11/16/2021	BEST BUY	LENOVO 15" LAPTOP	SW	10-5-0020-0421	OFFICE SUPPLIES	1,149.99		1,149.99
	BEST BUY	USB-C TRIPLE DISPLAY DOCKING	SW	10-5-0020-0421	OFFICE SUPPLIES	96.99		96.99
11/16/2021	GOTO	NEW PHONE SYSTEM	TR	10-5-0095-0431	TELEPHONE SYSTEM	1,299.00		1,299.00
11/16/2021	AMAZON	EMFORGO CORK BOARD 19X15	SW	10-5-0030-0433	SMALL EQUIPMENT <\$5K	15.50	2.47	15.50
11/16/2021	AMAZON	EMFORGO CORK BOARD 19X15	SW	10-5-0025-0429	DEPARTMENT SUPPLIES	15.49		15.49
11/16/2021	AMAZON	PENDAFLEX CLASSIFICATION FOLDERS X4	SW	10-5-0030-0421	OFFICE SUPPLIES	90.76		90.76
11/16/2021	AMAZON	CASH REGISTER DRAWER	SW	10-5-0060-0421	DEPARTMENT SUPPLIES	93.95		93.95
	AMAZON	CASH REGISTER DRAWER	SW	10-5-0060-0421	DEPARTMENT SUPPLIES	93.95		93.95
11/16/2021	AMAZON	PACIFIC BLUE MULTIFOLD 2PLY PAPER TOWEL	SW	10-5-0095-0429	DEPARTMENT SUPPLIES	27.95		27.95
11/16/2021	AMAZON	ENVELOPE MOISTENER	SW	10-5-0025-0421	OFFICE SUPPLIES	11.61		11.61
11/16/2021	AMAZON	ROLODEX MESH 3TIER SWIVEL TOWER SORTER	AS	10-5-0060-0421	OFFICE SUPPLIES	10.99		10.99
11/16/2021	AMAZON	ROLODEX MESH OVAL PENCIL ORGANIZER	MW	10-5-0025-0421	DEPT SUPPLIES	11.69		11.69
11/16/2021	AMAZON	GEM TONE FILE FOLDER - HR	SW	10-5-0030-0421	OFFICE SUPPLIES	20.99		20.99
11/17/2021	HOME GOODS	ACCENT FURNISHINGS - RETURNED	SW	10-5-0030-0433	OFFICE SUPPLIES	(281.42)	(21.45)	(281.42)
11/17/2021	TEXAS MUNICIPAL LEAGUE	GFOAT DUES CGFO CHAP	CE	10-5-0025-0418	DUES & MEMBERSHIP	120.00		120.00
11/18/2021	UATTEND	TIME & ATTENDANCE SYSTEM	CE	10-5-0095-0429	DEPT SUPPLIES	94.18		94.18
11/19/2021	IDENTOGO	GLEASON FINGERPRINTS FOR PLUMBING LIC	MG	10-5-0020-0418	DUES & MEMBERSHIP	39.05		39.05
11/19/2021	ADOBE	ACROBAT PRO DC / CREATIVE CLOUD ALL APPS	CE	10-5-0095-0429	DEPT SUPPLIES	215.91		215.91
11/23/2021	AMAZON	3X BRADY V SIGN "FIRE EXTINGUISHER"	SW	10-5-0095-0429	DEPT SUPPLIES	48.87		48.87
11/23/2021	AMAZON	HDMI CABLE	SW	10-5-0030-0433	DEPT SUPPLIES	8.59		8.59
11/24/2021	CITY OF VENUS	CHRISTMAS PARADE TEST EVENT FEE	CE	35-2-0000-0275	PARADE ONLINE PAYMENT	1.00		1.00
11/24/2021	FULLIDENTITY	ID CARD - ANDREW SIMMONS	SW	10-5-0030-0476	SMALL EQUIPMENT <\$5K	26.10		26.10
11/26/2021	TX ECO DEVELOP COUNCIL	ED SALES TAX AUSTIN	CE	30-5-0000-0416	DUES & MEMBERSHIP	175.00		175.00
11/26/2021	AMAZON	UNDERDESK KEYBOARD TRAY	MW	10-5-0025-0429	DEPT SUPPLIES	44.99		44.99
11/26/2021	AMAZON	USB 2.0 PRINTER CABLE	MW	10-5-0030-0429	DEPT SUPPLIES	5.98		5.98
12/1/2021	VISTA PRINT	MICHAEL GLEASON - BUSINESS CARDS	MG	10-5-0020-0421	OFFICE SUPPLIES	18.74		18.74
12/2/2021	AMAZON	APPLE IPAD - COUNCILMAN HERNANDEZ	SW	10-5-0015-0433	SMALL EQUIPMENT <\$5K	329.00		329.00
12/3/2021	HOBBY LOBBY	CHRISTMAS DECORATIONS - WHOVILLE	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	337.30		337.30
12/3/2021	HOBBY LOBBY	CHRISTMAS DECORATIONS - WHOVILLE	SW	35-5-0000-0494	CHRISTMAS ON THE SQ	72.14		72.14
12/3/2021	AMAZON	BELTRON BELT CLIP PHONE CASE	SW	60-5-0065-0429	DEPARTMENT SUPPLIES	20.95		20.95
						7,023.87	151.57	7,175.44

Cardholder Signature

Date

Finance Signature

Date

City Administrator's Signature

Date

Total must
agree with
credit card
statement

**City of Venus
Credit Card Charges -Pay Request**

Cardholder Name: Cheryl Estes

Payee: Citi Bank Master Card

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
12/1/2021	HOBBY LOBBY	HR TABLE AND CHAIRS / WHOVILLE DÉCOR	SW	10-5-0095-0429	DEPT SUPPLIES	(365.13)	(41.8)	(365.13)
12/2/2021	FULLIDENTITY	HOFFMAN ID CARD	SW	10-5-0030-0476	EMPLOYEE RELATIONS	27.71		27.71
12/2/2021	FULLIDENTITY	HOFFMAN ID CARD	SW	10-5-0030-0476	EMPLOYEE RELATIONS	23.49		23.49
12/4/2021	MARRIOTT SOUTH	ANDREW SIMMONS LODGING IN AUSTIN	SW	10-5-0020-0416	EMPLOYEE TRAINING	144.65		144.65
12/5/2021	AMAZON	INK FOR CANNON PRINTER	SW	10-5-0030-0421	OFFICE SUPPLIES	71.83		71.83
12/6/2021	AMAZON	WHOVILLE COSTUME FANCY DRESS	SW	30-5-0000-0494	CHRISTMAS ON SQUARE	33.76		33.76
12/7/2021	TX.GOV	SERVICE FEE	MW	10-5-0010-0445	VEH R & M	4.00		4.00
12/7/2021	FIVE BELOW	CANDY CANES / WHITE WREATH	SW	10-5-0030-0475	EMPLOYEE RELATIONS	10.83	.83	10.83
12/8/2021	AMAZON	DESK FOR ECONOMIC DEVELOPER	AS	30-5-0000-0421	OFFICE SUPPLIES	369.99		369.99
12/7/2021	JOHNSON CTY VEH REG	VEH REG 2017 SEQUOIA	MW	10-5-0010-0445	VEH R & M	8.25		8.25
12/07/2021	JOHNSON CTY VEH REG	VEHICLE REG 2018 TOYO COROLLA	MW	10-5-0010-0445	VEH R & M	8.25		8.25
12/17/2021	AMAZON	48 X 36 CORK BULLETIN BOARD	SW	10-5-0030-0421	OFFICE SUPPLIES	59.90		59.90
12/16/2021	FULLIDENTITY	ID CARD - K.WESTEN	SW	10-5-0030-0476	EMPLOYEE RELATIONS	25.60		25.60
12/17/2021	AMAZON	CROWN AWARDS UGLY CHRISTMAS SWEATER	SW	10-5-0030-0476	EMPLOYEE RELATIONS	24.11		24.11
12/18/2021	ADOBE CREATIVE CLOUD	MONTHLY ADOBE CLOUD / ADOBE PRO FEE	SW	10-5-0095-0468	IT	215.91		215.91
12/20/2021	UATTEND	MONTHLY SERVICE FEE TIME AND ATTENDANCE	CE	10-5-0095-0468	IT	94.18		94.18
12/21/2021	AMAZON	CREDIT - TONER	MW	10-5-0095-0425	OFFICE SUPPLIES	(30.19)		(30.19)
12/23/2021	AMAZON	5 FUJITSU SP 1130 SCANNER (COMP W/INCODE)	MW	10-5-0095-0421	OFFICE SUPPLIES	1,704.95		1,704.95
12/27/2021	FULLIDENTITY	ID CARD - R. ALLEN	SW	10-5-0030-0476	EMPLOYEE RELATIONS	25.60		25.60
12/30/2021	AMAZON	VIVO KEYBOARD TRAY - UNDER DESK PERMITS	JH	10-5-0020-0421	OFFICE SUPPLIES	49.49		49.49
12/30/2021	AMAZON	2 X MAXTEK 50 PACK CLR DVD CASES	AS	10-5-0060-0421	OFFICE SUPPLIES	41.90		41.90
12/30/2021	AMAZON	50 PC RETRACTABLE BADGE REELS	SW	10-5-0030-0476	EMPLOYEE RELATIONS	27.99		27.99
12/30/2021	AMAZON	VERBATIM DVD+R MEDIA DISC - 100	AS	10-5-0060-0421	OFFICE SUPPLIES	24.99		24.99
12/30/2021	AMAZON	KYODOLED LOCKING CASH BOX - PETTY CASH	MW	10-5-0025-0429	DEPT SUPPLIES	23.59		23.59
12/30/2021	AMAZON	DESK ORGANIZER - PERMITS	JH	10-5-0020-0421	OFFICE SUPPLIES	15.66		15.66
12/30/2021	AMAZON	DURACELL - COPPERTOP 9V BATTERIES	JC	10-5-0090-0429	DEPT SUPPLIES	13.87		13.87
12/30/2021	AMAZON	DURACELL - COPPERTOP TRIPLE A BATTERIES	CG	10-5-0015-0421	OFFICE SUPPLIES	12.78		12.78
12/30/2021	AMAZON	GORILLA SUPER GLUE	JC	10-5-0090-0429	DEPT SUPPLIES	5.97		5.97
12/30/2021	AMAZON	PILOT G2 PREMIUM REFILLABLE PENS	MW	10-5-0010-0421	OFFICE SUPPLIES	14.79		14.79
12/30/2021	AMAZON	HUANUO MONITOR STAND - PERMITS	JH	10-5-0025-0429	DEPT SUPPLIES	13.79		13.79
				0040-DH21		2,702.51		2,702.51

153.97 + 27.83
169.36 + 13.97
10-5-0030
60-2-20
433

16.50

231.03

Cardholder Signature [Signature] Date 1/26/22
Finance Signature [Signature] Date 1/26/22
City Administrator's Signature X [Signature] Date 1/26/2022

Total must agree with credit card statement

City of Venus Credit Card Charges -Pay Request

Cardholder Name: Callie Green

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
10/5/2021	Amazon	Cindy Lou Who costume	CG	35-5-0000-0494	Christmas on the Square	56.98		56.98
10/6/2021	Johnson Co Clerk's Office	Stallion Ranch-Filing Fees	CG	10-5-0020-0491	Legal Notices	186.90		186.90
		Palladium - Filing Fees	CG	10-5-0020-0491	Legal Notices	74.55		74.55
		Venus Original - Filing Fees	CG	10-5-0020-0491	Legal Notices	48.30		48.30
10/21/2021	PayPal	Yellow Rose of Texas dues	CG	10-5-0015-0418	Dues & memberships	50.00		50.00
								-
								-
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								-
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								-
								-
Total Monthly Charges						416.73	-	416.73

Total must
agree with
credit card
statement

Cardholder Signature Callie Green Date 12/10/21
 Finance Director's Signature [Signature] Date 1/21/22
 City Administrator Signature X [Signature] Date 1/24/2022

Cardholder Name: Callie Green

Payee:	Citi Bank Master Card
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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
11/15/2021	Johnson County clerk	plats	Cgreen	10-5-0015-0492	recording/filing fees	249.90		249.90
11/17/2021	Amazon	Cindy Lou Who socks	Cgreen	35-5-0000-0494	Whoville COS	7.99		7.99
11/16/2021	Ellis County clerks	Plat	Cgreen	57 10-5-0015-0492	recording/filing fees	150.00		150.00
11/16/2021	Ellis County clerks	Credit card fee	Cgreen	57 10-5-0015-0492	Credit card fee for filing	3.53		3.53
11/18/2021	Amazon	Cindy Lou Who Wig	Cgreen	35-5-0000-0494	Whoville COS	25.98		25.98
11/18/2021	Amazon	Cindy Lou Who tights	Cgreen	35-5-0000-0494	Whoville COS	8.99		8.99
11/24/2021	Amazon	mayors wig and CM dress	Cgreen	35-5-0000-0494	Whoville COS	71.98		71.98
11/24/2021	Amazon	candy canes for hot chocolate	Cgreen	35-5-0000-0494	Whoville COS	42.20		42.20
11/25/2021	Amazon	Mayors costume	Cgreen	35-5-0000-0494	Whoville COS	23.95		23.95
12/1/2021	TX. Municipal Clerks Ass.	Election law seminar	Cgreen	10-5-0015-0416	employee training	150.00		150.00
12/2/2021	TX. Municipal Clerks Ass.	Yearly subscription	Cgreen	10-5-0015-0418	dues & memberships	100.00		100.00
12/2/2021	Morphstore	grinch prostetic	Cgreen	35-5-0000-0494	Whoville COS	98.25		98.25
								-
								-
								-
Total Monthly Charges						932.77	-	932.77

Total must agree with credit card statement

Cardholder Signature _____ Date 12/13/2021

City Administrator's Signature [Signature] Date 7/9/22

City Administrator X James Roberts Date 1/26/2022

City of Venus Credit Card Charges -Pay Request

Cardholder Name: Callie Green

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
12/8/2021	Amazon	Painting canvasses	CG	35-5-0000-0494	Christmas on Square	51.98		51.98
12/8/2021	Wayfair	Steel Party tent, weight bags & plan	TR	35-5-0000-0494	Christmas on Square	308.61		308.61
12/16/2021	Texas Municipal Clerks	Election Manual. New Version	CG	10-5-0015-0416	employee training	129.00		129.00
								-
								-
								-
								-
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								-
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								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total Monthly Charges						489.59	-	489.59



Cardholder Signature

Callie Green

Date

1/5/22

Finance Director's Signature

[Signature]

Date

1/22/22

City Administrator Signature

X [Signature]

Date

1/26/2022

Total must
agree with
credit card
statement

**City of Venus
Credit Card Charges -Pay Request**

Cardholder Name: TROY HOPKINS

Payee: Citi Bank Master Card

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
10/4/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
10/5/2021	AMERICAN PUBLIC WORKS	INDIVIDUAL MEMBERSHIP	TH	60-5-0000-0418	DUES & MEMBERSHIPS	138.00		138.00
10/6/2021	NCT TPWQA	JOB POSTING	TH	60-5-0000-0418	DUES & MEMBERSHIPS	100.00		100.00
10/7/2021	AMAZON	LOGITECH SPEAKERS	TH	60-5-0045-0421	OFFICE SUPPLIES	11.95		11.95
10/4/2021	AMAZON	PENS	TH	60-5-0045-0421	OFFICE SUPPLIES	14.60		14.60
	AMAZON	PENS	TH	60-5-0045-0421	OFFICE SUPPLIES	12.41		12.41
10/8/2021	BOOT BARN	BOOTS - OLDHAM	TH	10-5-0080-0420	UNIFORMS	157.49		157.49
10/8/2021	AMAZON	TRIMMER HEAD FOR WEED EATER	TH	10-5-0090-0429	DEPT. SUPPLIES	74.95		74.95
10/8/2021	AMAZON	BOOTS - HOMESLY	TH	60-5-0085-0420	UNIFORMS	174.95		174.95
10/11/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
10/13/2021	BOOT BARN	BOOTS - LUTTELL	TH	60-5-0065-0420	UNIFORMS	166.49		166.49
10/18/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
10/20/2021	JOHNSON COUNTY CLERKS	REAL PROPERTY RECORDINGS	TH	60-5-0065-0418	DUES & MEMBERSHIPS	17.32		17.32
		REAL PROPERTY RECORDINGS	TH	60-5-0085-0418	DUES & MEMBERSHIPS	17.33		17.33
10/20/2021	TSTC	JEFF WATER DIST. TEST	TH	10-5-0080-0416	TRAINING	30.00		30.00
10/21/2021	NCTCOG	TRAINING	TH	60-5-0065-0416	TRAINING	437.50		437.50
		TRAINING	TH	60-5-0085-0416	TRAINING	437.50		437.50
10/20/2021	HOME DEPOT	TIP CLEANER/HOST	TH	60-5-0065-0429	DEPT. SUPPLIES	3.97		3.97
10/20/2021	HOME DEPOT	POWER PRUNER	TH	10-5-0080-0429	DEPT. SUPPLIES	549.00		549.00
10/21/2021	JOHNSON COUNTY CLERKS	REAL PROPERTY RECORDING	TH	10-5-0015-0492	RECORDING/FILING FEES	65.10		65.10
10/25/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
11/1/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
11/1/2021	USPS	FLAT RATE ENV.	TH	60-5-0045-0423	POSTAGE	27.10		27.10
11/1/2021	AMAZON	FUEL LINE KIT	TH	10-5-0090-0429	DEPT. SUPPLIES	37.58		37.58
11/1/2021	PAYPAL	GRINCH COSTUME	TH	35-5-0000-0494	CHRISTMAS ON THE SQUARE	419.00		419.00
								-
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								-
								-
								-
Total Monthly Charges						4,467.24	-	4,467.24

7-0065 5076
0088 5076

\$27.01

\$34.65

\$875.00

Total must agree with credit card statement

Cardholder Signature [Signature] Date 11/9/21

Finance City Administrator's Signature [Signature] Date 1/21/22

OCT CC PAY FORM City Admin [Signature] 1/24/2022

**City of Venus
Credit Card Charges -Pay Request**

Cardholder Name: TROY HOPKINS

Payee: Citi Bank Master Card

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
11/3/2021	AQUATAP	2" HOT TAPS/ADAPTERS	TH	60-5-0065-0449	SYSTEM PARTS & SUP	466.63		466.63
11/7/2021	AMAZON	OFFICE SUPPLIES	TH	60-5-0045-0421	OFFICE SUPPLIES	1,113.55		1,113.55
11/8/2021	AMAZON	OFFICE CHAIR	TH	60-5-0045-0421	OFFICE SUPPLIES	98.99		98.99
11/8/2021	BRANNON SEPETIC	SEPTIC @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
11/8/2021	VISTAPRINT	CASEY'S BUSINESS CARDS	TH	60-5-0065-0421	OFFICE SUPPLIES	14.50		14.50
		CASEY'S BUSINESS CARDS	TH	60-5-0085-0421	OFFICE SUPPLIES	14.49		14.49
11/9/2021	AMAZON	DOUBLE SIDED TAPE	TH	60-5-0065-0421	OFFICE SUPPLIES	15.50		15.50
11/9/2021	AFFORDABOUNCE	SANTA BOUNCE HOUSE	TH	35-5-0000-0494	CHRISTMAS FUND	190.00		190.00
11/10/2021	AMAZON	CARDSTOCK PAPER	TH	60-5-0065-0421	OFFICE SUPPLIES	13.57		13.57
		TOWER FAN	TH	60-5-0045-0421	OFFICE SUPPLIES	109.98		109.98
11/11/2021	AMAZON	ANDREW'S OFFICE CHAIR	TH	60-5-0020-0421	OFFICE SUPPLIES	98.99		98.99
11/11/2021	AMAZON	FILE FOLDERS/SANNER	TH	60-5-0045-0421	OFFICE SUPPLIES	273.14		273.14
11/11/2021	JACK IN THE BOX	CHIP'S LUNCH	TH	60-5-0045-0416	EMPLOYEE TRAINING	8.31		8.31
11/13/2021	AMAZON	MELISSA'S OFFICE CHAIR	TH	60-5-0025-0421	OFFICE SUPPLIES	98.99		98.99
11/15/2021	AMAZON	MARTHA MAY COSTUME	TH	35-5-0000-0494	CHRISTMAS FUND	25.99		25.99
11/15/2021	BRANNON SEPETIC	SEPTIC @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
11/16/2021	AMAZON	MELISSA'S PRIVACY SCREEN	TH	60-5-0025-0421	OFFICE SUPPLIES	79.82		79.82
		MARTHA MAY COSTUME	TH	35-5-0000-0494	CHRISTMAS FUND	98.42		98.42
11/16/2021	HIGGINBOTHAM BROTHERS	SPRAY PAINT	TH	35-5-0000-0494	CHRISTMAS FUND	32.13		32.13
11/19/2021	AMAZON	LEGAL PADS/SHARPIES	TH	10-5-0080-0421	OFFICE SUPPLIES	17.88		17.88
11/19/2021	AMAZON	FLASHLIGHTS	TH	10-5-0090-0429	DEPT. SUPPLIES	17.49		17.49
		FLASHLIGHTS	TH	10-5-0080-0429	DEPT. SUPPLIES	17.49		17.49
		FLASHLIGHTS	TH	60-5-0065-0429	DEPT. SUPPLIES	17.49		17.49
		FLASHLIGHTS	TH	60-5-0085-0429	DEPT. SUPPLIES	17.49		17.49
11/21/2021	BROOKSHIRE BROTHERS	TURKEY/SIDES	TH	35-5-0000-0493	TURKEY GIVEAWAY	4,904.97		4,904.97
11/22/2021	AMAZON	GLOVES	TH	10-5-0090-0429	DEPT. SUPPLIES	24.98		24.98
		GLOVES	TH	10-5-0080-0429	DEPT. SUPPLIES	12.48		12.48
		GLOVES	TH	60-5-0065-0429	DEPT. SUPPLIES	12.49		12.49
		GLOVES	TH	60-5-0085-0429	DEPT. SUPPLIES	12.49		12.49
11/23/2021	AMAZON	3 HOLE PUNCH	TH	60-5-0045-0421	OFFICE SUPPLIES	8.99		8.99
11/24/2021	AMAZON	BINDERS/DEVIDERS/INK	TH	60-5-0045-0421	OFFICE SUPPLIES	44.56		44.56
11/29/2021	BRANNON SEPETIC	SEPTIC @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
11/30/2021	AMAZON	GRINCH SUIT	TH	35-5-0000-0494	CHRISTMAS FUND	104.99		104.99
11/30/2021	ARAMARK	RACHEL/CHIP JACKETS	TH	60-5-0045-0420	UNIFORMS	87.00		87.00
Total Monthly Charges						8,998.79	-	8,998.79

Missing receipt



Cardholder Signature [Signature] Date 11/15/21

Finance Director's Signature [Signature] Date 1/21/22

City Administrator Signature X [Signature] Date 1/26/2022

Total must agree with credit card statement

City of Venus Credit Card Charges -Pay Request

Cardholder Name: TROY HOPKINS

Payee: Citi Bank Master Card

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Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
12/4/2021	AMAZON	GRINCH MAKEUP	TH	35-5-0000-0494	XMAS ON THE SQUARE	73.15		73.15
12/6/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
12/8/2021	VENUS TRUCK SHOP	TRUCK INSPECTION	TH	10-5-0080-0445	VEHICLE R&M	10.00		10.00
	VENUS TRUCK SHOP	TRUCK INSPECTION	TH	10-5-0090-0445	VEHICLE R&M	10.00		10.00
	VENUS TRUCK SHOP	TRUCK INSPECTION	TH	65-5-0065-0445	VEHICLE R&M	10.00		10.00
	VENUS TRUCK SHOP	TRUCK INSPECTION	TH	65-5-0085-0445	VEHICLE R&M	10.00		10.00
12/13/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
12/16/2021	PAYPAL - NCTX TPWA	JOB POSTING	TH	60-5-0045-0486	MISC	100.00		100.00
12/16/2021	BOOT BARN	BOOTS FOR KOHNER	TH	60-5-0065-0420	UNIFORMS	148.49		148.49
12/16/2021	CAMPUZANO	WHOVILLE LUNCHEON	TH	10-5-0030-0475	EMPLOYEE RELATIONS	466.95		466.95
12/17/2021	BRANNON SEPTIC	SEPTIC TANKS @ CITY HALL	TH	10-5-0095-0442	BUILDING R&M	315.00		315.00
12/18/2021	SUNCOAST LEARNING SYS	PUMP AND MOTOR MAINT. CH	TH	10-50-080-0416	TRAINING	350.00		350.00
12/29/2021	DRY CLEAN SUPER CENTER	CIVIC CENTER TABLE CLOTHES	TH	10-5-0090-0442	BUILDING R&M	134.31		134.31
12/31/2021	AMAZON	JENNIFER'S CHAIR	TH	10-5-0020-0421	OFFICE SUPPLIES	108.98		108.98
								-
								-
								-
								-
								-
								-
Total Monthly Charges						2,366.88	-	2,366.88

\$40.00



Cardholder Signature

[Handwritten Signature]

Date

1/15/21

Finance Director's Signature

[Handwritten Signature]

Date

1/22/22

City Administrator Signature

[Handwritten Signature]

Date

1/26/2022

Total must agree
with credit card
statement

Payee: Citi Bank Master Card

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
10/5/2021	Timbulot/Strategic Weap	Training Rifle School	J.Barron	5-0050-0415	Training	149.00		149.00
10/7/2021	Texas Police Trainers	INT Crime Scene	H. Syvertson	5-0050-0415	Training	156.00		156.00
10/21/2021	Defender Supply	Vehicle Laptop Charge Cords	J.Gordon	5-0050-0445	Repairs	151.56		151.56
11/3/2021	Exxon Mobile	Gas for stranded motorists	J.Gordon	5-0050-0426	Gas and Oil	13.51		13.51
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
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								-
								-
Total Monthly Charges		A				470.07	-	470.07

Cardholder Signature _____ Date 11-8-21

Finance Director's Signature _____ Date 1/20/22

City Administrator Signature X Jonny Roberts Date 1/24/2022

Jason Gordon

Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.

MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
11/8/2021	Texas Dept Public safety	Registration Fee	J.Gordon	5-0050-0445	Vehicle Maint	30.75		30.75
11/8/2021	FBI-Leeda	FBI School Executive	J.Gordon	5-0050-0415	Training	695.00		695.00
11/9/2021	Texas Dept Public safety	DWI Blood kits	J.Gordon	5-0050-0429	Dept Supplies	201.43		201.43
11/12/2021	Amazon	Digital Door knobs and card holders	J.Gordon	5-0050-0429	Dept Supplies	137.50		137.50
11/16/2021	Amazon	Laptop Batteries	J.Gordon	5-0050-0461	Contracted IT	154.82		154.82
11/22/2021	Amazon	Laptop Battery	J.Gordon	5-0050-0461	Contracted IT	77.19		77.19
11/23/2021	Amazon	Printer Battery	J.Gordon	5-0050-0461	Contracted IT	52.99		52.99
11/26/2021	Amazon	Christmas Parade Veh décor	J.Gordon	35-5-0000-0494	Special Events	45.98		45.98
12/2/2021	Amazon	Gun Lights	J.Gordon	5-0050-0429	Gun Lights	261.00		261.00
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total Monthly Charges						1,656.66	-	1,656.66

[Handwritten signature]

12-14-21

Blank

1/20/22

X James Roberts

1/26/2022

Monthly CC Nov

1

Jason Gordon

Citi Bank Master Card

MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.



signature _____

1-6-21

[Handwritten signature]

1/22/22

X Jonny & Roberts

1/24/2022

City of Venus
Credit Card Charges -Pay Request

Cardholder Name: Tonya Roberts

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.

MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
12/13/2021	Brookshires	HOT CHOCOLATE FOR WHOVILLE	TR	35-5-0000-0494	CHRISTMAS ON SQUARE	46.56		46.56
12/13/2021	Brookshires	HOT CHOCOLATE FOR WHOVILLE	TR	35-5-0000-0494	CHRISTMAS ON SQUARE	8.95		8.95
12/29/2021	Dollar Tree	SUPPLIES FOR THE HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	30.00		30.00
12/29/2021	Party City	CANDY BAGS AWARD RIBBONS (HOLIDAY PARTY)	SW	10-5-0030-0475	EMPLOYEE RELATIONS	21.00		21.00
12/29/2021	Best Buy	COMPUTER FOR FIRE CHIEF	SW 0070 -	10-5-0030-0475	EMPLOYEE RELATIONS	1,039.99		1,039.99
12/29/2021	Walgreens	GIFT CARDS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	450.00		450.00
12/30/2021	Hobby Lobby	DECO'S & GIFT CARDS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	144.76		144.76
12/30/2021	Dollar Tree	HOOKS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	3.75		3.75
12/30/2021	CVS	GIFT CARDS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	100.00		100.00
12/31/2021	Hobby Lobby	DECORATIONS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	11.50		11.50
12/31/2021	Hobby Lobby	GIFT CARDS FOR HOLIDAY PARTY	SW	10-5-0030-0475	EMPLOYEE RELATIONS	50.00		50.00
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total Monthly Charges						1,906.51	-	1,906.51

Total must
agree with
credit card
statement

Cardholder Signature Tonya Roberts Date 1/5/2022

City Administrator's Signature Tonya Roberts Date 1/5/2022
Chantel M O 1/21/22

City of Venus
Credit Card Charges -Pay Request

Cardholder Name: Michael Gleason CBO MCP

Payee: Citi Bank Master Card

ORIGINAL RECEIPTS MUST BE ATTACHED TO THIS FORM. PLEASE TAPE RECEIPTS TO 8.5 X 11 SHEET OF PAPER.
MISSING RECEIPTS MUST BE REPLACED WITH A COMPLETED "LOST RECEIPT TEMPLATE" FORM SIGNED BY THE CITY ADMINISTRATOR.

Date	Vendor Name	Description/Purpose of Charge	Employee Initiating Purchase	GL Code # 5-XXXX-XXXX	GL Acct Description	Charge Amount	Sales Taxes Paid	Total Charge
12/6/2022	TX BRD PLUMBING EXMR	Yearly License Fee	M. Gleason	5-0020-0416	Employee Training	55.00	-	55.00
								-
								-
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								-
								-
Total Monthly Charges						55.00	-	55.00



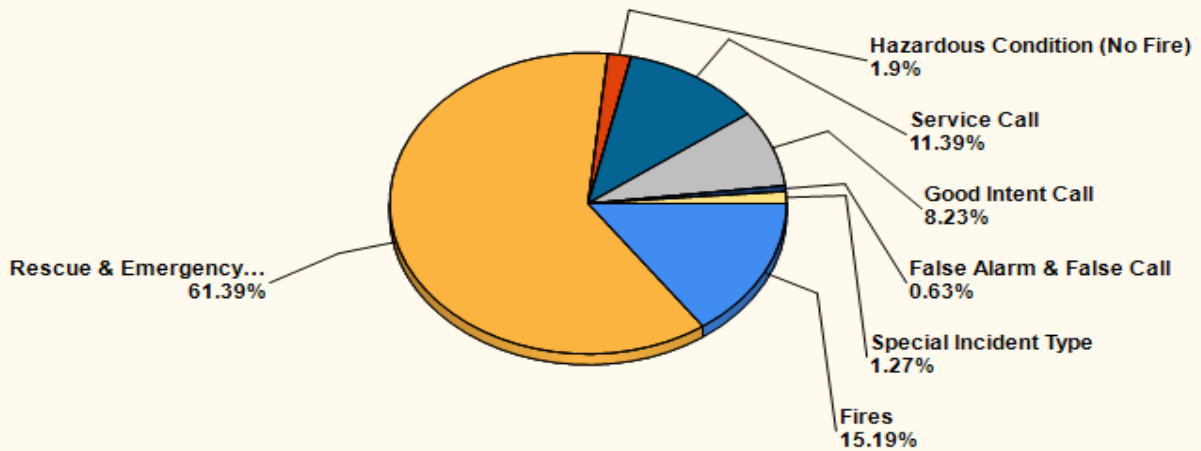
Cardholder Signature *Michael Gleason* Date 1/26/2022

Finance Director's Signature *[Signature]* Date 1/26/22

City Administrator Signature *X George Roberts* Date 1/26/2022

Total must agree with credit card statement

February Fire Department Report



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	24	15.19%
Rescue & Emergency Medical Service	97	61.39%
Hazardous Condition (No Fire)	3	1.9%
Service Call	18	11.39%
Good Intent Call	13	8.23%
False Alarm & False Call	1	0.63%
Special Incident Type	2	1.27%
TOTAL	158	100%

Venus City Limits		
143 - Grass fire	2	1.27%
321 - EMS call, excluding vehicle accident with injury	17	22.15%
322 - Motor vehicle accident with injuries	2	1.27%
324 - Motor vehicle accident with no injuries.	2	1.27%
551 - Assist police or other governmental agency	1	0.63%
553 - Public service	2	1.27%
611 - Dispatched & cancelled en route	4	2.53%
622 - No incident found on arrival at dispatch address	1	0.63%
745 - Alarm system activation, no fire - unintentional	1	0.63%
Venus City Limits Total Incident:	50	31.65%

LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)		
Station	EMS	FIRE
Station 72	0:01:37	0:03:23
AVERAGE FOR ALL CALLS		0:01:56

Start Date: 01/01/2022 | End Date: 01/23/2022

Start Date: 01/24/2022

Personnel	% of Calls for Selected Incident Types	% of Calls for Selected Incident Types
FDID: NP310		
Missed Calls	44.40%	14.0%
Bosquez, Thomas	0.9%	
Braham, Austin M	0.9%	
Caldwell, David Anthony	0.9%	
DeLeon , Jaime A	4.6%	
DeLeon, Jayson Anthony	9.3%	
Fitzgerald, John Paul	19.4%	
Garcia, Jose D	1.9%	
Gray, David Paul	4.6%	
Hagaman, Zach	8.3%	14.0%
Hearn, Ron J	27.8%	34.0%
Lomax, Jaxson DeVayne	10.2%	20.0%
Shock, Regan C	6.5%	36.0%
Spurlock, Garrett	16.7%	32.0%
Allen, Richard L		68.0%
Total Incidents for FDID NP310		

Total Incidents for all FDIDs

108

50

Started at Fire Station on 1/24/22

PPE

Several Pieces beyond service life.

Not Inspected and Serviced to NFPA Standards.

Uniform Shirts Ordered

Items Purchased prior to 1/1/2022

SCBA: Delivered and in service on 1/8/22

Compressor & Fill Station: Should be installed week of 2/7/22

Life Pac 15 Cardiac Monitor: At the station and in service. (Need additional one.)

Additional Equipment needed

Extractor and Drying Cabinet

Life Pac Cardiac monitor

PPE (Possibly Renting)

January/February Council Update

Operations:

- TCEQ required sampling and rounds
- Hydrant flushing to maintain water quality
- Prepare for and work through the winter storm
- Utility line locates for franchise utilities and contractors
- Street sign repair and replacement
- Drainage clearing in downtown drainage basin
- Install required signage on City Properties – Water/Sewer Stations
- Repair potholes and cracks
- Research valves and line sizes for map updates
- Exercise valves for water system

Projects/Engineering:

- Fuel Tanks
 - The fuel tanks are on site
 - Fuel management consoles installed
 - Need to pour concrete around console pedestals for stability prior to completion of set-up
 - Training will occur once pedestals are completed
- FM 157 Traffic Light
 - Latest update has construction slated to begin in March 2022
 - Working with Chief to work through speed/wreck concerns and speed limits
- SCADA
 - The SCADA contract awarded to Dedicated Controls at December Council meeting
 - Contract documents delivered by Mark Kestner on 1/31/22. Edits needed for front page of contract and waiting on questions about costs.
- Manhole Repairs
 - Fuquay has been working on manhole repairs. They have completed 2 of 10 manholes that were quoted
- Sewer RFQ's
 - Sewer RFQ was posted to the City's website and was sent to 11 firms
 - Proposal due date is 12/10/21
 - Received 13 RFQ's on December 17, 2021
 - Review of RFQ's complete. Will award, if needed, once decision is made by developer
- Lonestar Road Rehab
 - 3 areas where concrete has sunk, and road is uneven
 - Working on obtaining quotes for repair.
 - Will more than likely must be budgeted into next year's budget → more than \$50,000
 - Will continue to patch bad spots to make sure the road is safe and will not tear up a vehicle

- Water Tower
 - Working with JMJ for placement and funding
 - Have an agreement with BHC ready to take to council for bidding and construction, if needed
- Pump Station
 - Waiting on exact placement – Unknown now due to moving parts. Last known option was on the West side of Venus PKWY, just North of CR 109
 - Sizing and cost dependent upon development
- Brahman Ranch WWTP
 - The road construction has been “completed”. Road came up 50 ft’ short of plant site. Working with Mark to finalize
 - The electrical easements are conditionally approved by Rick. Waiting on UCS to reach out about alignment.
 - Land easements will be included in the electrical and road easements
 - Plant is ready to ship to site
- City Hall Sewer Line Project
 - This project was awarded to BHC.
 - Project was to run sewer line from City Hall East along HWY 67 to tie into existing system. This project is no longer a long-term option for sewer with new interceptor. With your approval, I want to close this project out.
- Rate Study
 - Waiting on completion of CIP plan to finalize
- CIP Study
 - Waiting on comprehensive plan to be completed to ensure all is covered.
 - Once Comp plan is finished, will be sent to BHC to get the water CIP added.
 - All components will be bound and made into CIP plan to present to Council
- Venus Parkway
 - BHC working on BNSF Crossing plans to send for review
 - City working with adjacent landowner about current RR crossing
 - Once these items are prepared, resubmit plans through BNSF and TXDOT for final approval
- Emergency Preparedness Plan
 - Jacob & Martin have plan all but finalized.
- Construction Standards
 - 1st review is completed.
 - 2nd review by City is underway and should be completed prior to 2/4.

Developments/Inspections:

- Brahman Ranch
 - LOMR was received by BHC for review. Review was submitted back to City on February 2.
 - Review comments
 - Contractor was given the ok to begin paving 1/13/22
 - Work on project:

- Installing Storm Line
 - Finish Off-Site sewer to WWTP in coming weeks
-
- Ridgeview
 - Paving is on-hold for form work
 - Sewer will be completed in the coming weeks
 - Buffalo Hills
 - No movement
 - Horizons
 - Plans have been submitted to consultant to review for completion prior to signing final set of plans
 - Developer was granted ability to begin earthwork, no digging until set of plans is finalized.
 - Heritage Hills II
 - Installing storm drain lines
 - Will be working on sewer lines in the upcoming weeks.
 - Heritage Hills Multi-Family
 - Flood study was denied by City staff at the recommendation of BHC
 - Waiting on revisions to study before allowing contractor to commence work
 - Stallion Ranch
 - In discussion with Pape-Dawson for engineering on Water, Wastewater, Streets and Drainage
 - Submitted Sewer System Preliminary Engineering Report on 2/8/2022. Will have reviewed and submitted back to engineer by 2/15/2022
 - Starlight - Bloomfield
 - Working with engineers to get alignment of water line completed.
 - Working with Bloomfield on funding for Water Tower and infrastructure
 - JMJ –
 - Working with JMJ engineers for tower placement
 - Working with JMJ engineers for water line and sewer line alignments and tie in points



VENUS POLICE DEPARTMENT

MONTHLY REPORT

January 2021

Crime Stats

	Jan-21	% + or -	Dec-21	Nov-21	3 MONTH AVERAGE
CAD EVENTS	1433	-28.2%	1997	1572	1667
REPORTS TAKEN	41	0.0%	41	32	38
ARRESTS	11	22.2%	9	10	10
ACCIDENTS WORKED	8	-33.3%	12	13	11
TRAFFIC ASSIGNMENTS	25	-43.2%	44	29	33
TRAFFIC STOPS	167	-36.5%	263	255	228
CITATIONS ISSUED	58	-15.9%	69	69	65

Year to Year Stats

	2021 Total	2020 Total	PCT Chng
CAD EVENTS	18843	21536	-12.50%
INCIDENT REPORTS	390	271	43.91%
ARRESTS	113	71	59.15%
ACCIDENTS WORKED	126	94	34.04%
TRAFFIC STOPS/CONTACTS	2564	1736	47.70%
CITATIONS ISSUED	775	466	66.31%

Significant Police Responses

Date	Call Type	Status	Notes
01/01/2022	Assault FV /Bodily Inj	Report	Case to be filed
01/01/2022	DWI	Arrest Made	Case filed with county attorney
01/01/2022	Runaway	Recovered	Returned to Guardians
01/12/2022	Public Intox	Arrest Made	City case filed
01/17/2022	POSS CS PG 2 < 1G	Arrest Made	Case filed with district attorney
01/20/2022	MHMR Contact	Referred	Transported to Hospital
01/26/2022	Fatality Accident	Report Made	No Criminal Charges / Single Vehicle
01/30/2022	DWI	Arrest Made	Case to be filed

Upcoming Community Event

February 22nd

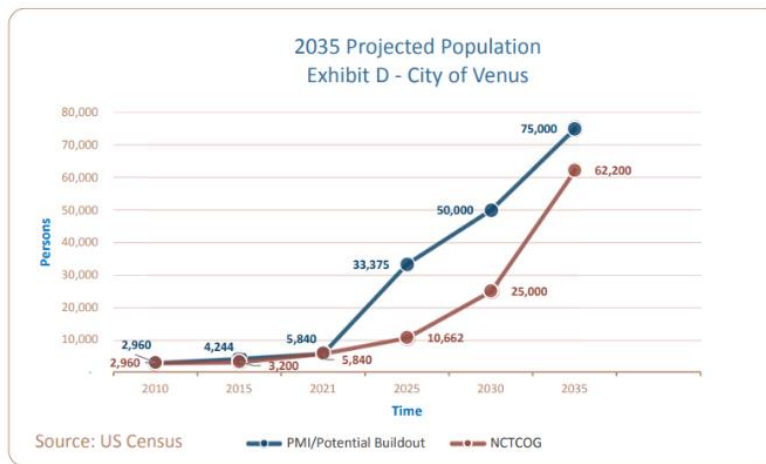
Invited to attend Resident Get Together at Palladium Apartments and speak about police related matters



City Administrator's Report January 2022

Administration

- Weekly meetings with Jacob Martin to receive status reports on Comprehensive Plan
 - Received population estimates – *see graph*
 - Working on thoroughfare plan
 - Received housing inventory
 - In the process of creating a survey to receive citizen input



- Remodel of Venus Development Services Office
 - Old police department offices located adjacent to the fire department flooded sometime last year
 - Mold remediation was completed in May 2021
 - Sent to insurance claims adjustor January 2022
- Reviewed contract with Johnson County ESD
- Worked on documentation to proceed with Enterprise Lease Contract
- Attended weekly meetings to negotiate an agreement for Sewer line
- Met with Jacob Martin to proceed with parking lot project at city hall
- Continued work on forward movement of Venus Parkway including multiple calls to BNSF to proceed with project

Human Resources

- Take Home Vehicle Policy updated
- Working on Timeclock Policy
- Distributed Employee Evaluation forms due back to Human Resources by first of March

- For month of February, will begin distributing job descriptions to allow department heads to update and make any necessary changes prior to working on a compensation study

Permits & Inspections

- 8 General Contractor Registrations
- 2 Irrigation Contractor Registrations
- 33 Inspections
- 50 Active Permits
- 11 Permits Issued

Municipal Court

- Received 66 new violations from Police Department
- Collected \$12,197.50 in fines and fees
- Processed 72 files as stated:
 - 1 Deferred Disposition
 - 10 Arraignments
 - 16 Dockets Closed
 - 1 Dismissal by Complainant
 - 1 Compliance Dismissal
 - 10 Extensions to Pay
 - 23 Initial Appearances
 - 2 Attorney Conferences
 - 2 Payments Plans set
 - 6 Warning Tickets

GENERAL FUND
BUDGET & ACTUAL REPORT
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL REPORT
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

											VARIANCE
	ORIGINAL BUDGET	FY 19-20 Encumbered	10/12/2020	12/14/2020	2/8/2021	4/12/2021	6/14/2021	8/23/2021	FINAL BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:											
Property Taxes	\$ 1,608,718	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,428	\$ 1,628,146	\$ 1,635,462	\$ 7,316
Sales Taxes	516,843	-	-	-	-	-	-	218,136	734,979	736,762	1,783
Franchise Fees	117,420	-	-	-	-	-	-	14,080	131,500	131,650	150
Licenses and Permits	644,000	-	-	-	-	-	-	150,824	794,824	915,249	120,425
Charge for Services	8,600	-	-	-	-	-	-	(5,600)	3,000	2,820	(180)
Fines and Forfeitures	50,750	-	-	-	-	-	-	7,270	58,020	68,536	10,516
Intergovernmental	147,139	-	-	-	-	-	-	(136,049)	11,090	11,381	291
Investment Earnings	15,000	-	-	-	-	-	-	(2,500)	12,500	12,592	92
Contributions	-	-	-	-	-	-	-	129,902	129,902	122,696	(7,206)
Other	20,000	-	-	-	-	-	-	(15,559)	4,441	3,770	(671)
TOTAL REVENUES	3,128,470	-	-	-	-	-	-	379,932	3,508,402	3,640,918	132,516
EXPENDITURES:											
Administration	752,283	-	-	-	-	-	-	(165,385)	586,898	547,722	39,176
Planning & Development	373,000	-	-	-	-	-	37,000	214,814	624,814	535,016	89,798
Police	1,435,857	2,592	-	-	-	(2,145)	-	(95,843)	1,340,461	1,314,030	26,431
Code Enforcement/Animal Control	-	-	-	-	-	-	-	64,262	64,262	62,771	1,491
Municipal Court	105,920	-	-	-	-	-	-	(7,402)	98,518	100,299	(1,781)
Fire	10,899	-	-	-	-	-	-	12,116	23,015	22,990	25
Public Works	309,973	-	-	-	-	-	26,000	31,100	367,073	312,752	54,321
Debt Payments	130,538	-	-	147,985	-	-	-	(27,087)	251,436	251,436	-
Capital Outlay	10,000	43,690	-	-	26,477	2,145	-	27,172	109,484	98,574	10,910
TOTAL EXPENDITURES	3,128,470	46,282	-	147,985	26,477	-	63,000	53,747	3,465,961	3,245,590	220,371
REVENUE OVER (UNDER)											
EXPENDITURES	-	(46,282)	-	(147,985)	(26,477)	-	(63,000)	326,185	42,441	395,328	352,887
OTHER FINANCING SOURCES (USES)											
Capital Lease Proceeds	221,000	-	18,800	-	-	-	-	(17)	239,783	239,783	-
Capital Outlay-Financed	(221,000)	-	(18,800)	-	-	-	-	17	(239,783)	(239,783)	-
CHANGE IN FUND BALANCE	-	(46,282)	-	(147,985)	(26,477)	-	(63,000)	326,185	42,441	395,328	352,887
BEGINNING FUND BALANCE-TOTAL	1,682,070	46,282	-	147,985	26,477	-	-	9,213	1,912,027	1,912,027	-
ENDING FUND BALANCE-TOTAL	\$ 1,682,070	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (63,000)	\$ 335,398	\$ 1,954,468	\$ 2,307,355	\$ 352,887
LESS: 120-DAY RESERVES	(1,028,538)	(15,216)	-	(48,653)	(8,705)	-	(20,712)	(17,670)	(1,139,494)	(1,067,043)	72,451
LESS: COMMITTED-FIRE DEPT	-	-	(200,000)	-	-	-	-	(42,441)	(242,441)	(507,328)	(264,887)
EXCESS UNASSIGNED FUND BALANCE	\$ 653,532	\$ (15,216)	\$ (200,000)	\$ (48,653)	\$ (8,705)	\$ -	\$ (83,712)	\$ 275,287	\$ 572,533	\$ 732,984	\$ 160,451

NOTE: At September 30, 2021, \$88,000 of budgeted expenditures were unspent but encumbered (obligated by signed contracts) for the City Comprehensive Plan, an annexation map, five-year CIPs for streets and drainage, and a fuel station at Public Works building. Per City policy, encumbrances lapse at fiscal year end; therefore, these expenditures will be rolled into the FY 21-22 approved budget and will be funded with the increase in beginning fund balance.

WATER/SEWER/SANITATION FUND
BUDGET & ACTUAL REPORT
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

WATER & SEWER FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

									VARIANCE
	ORIGINAL BUDGET	3/29/2021	3/29/2021	5/10/2021	6/14/2021	8/23/2021	FINAL BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
OPERATING REVENUES:									
Water Revenue	\$ 1,105,000	\$ -	\$ (123,183)	\$ -	\$ -	\$ 118,541	\$ 1,100,358	\$ 1,116,920	\$ 16,562
Sewer Revenue	1,393,500	-	(115,800)	-	-	261,869	1,539,569	1,529,226	(10,343)
Water & Sewer Taps	200,000	-	-	-	-	(114,250)	85,750	91,250	5,500
Water Meters	15,000	-	-	-	-	(13,100)	1,900	2,950	1,050
Sewer Connect Fees	80,000	-	-	-	-	(2,400)	77,600	104,600	27,000
Sanitation Fees	314,628	-	-	3,000	-	188,043	505,671	506,326	655
Reconnect Fees	3,000	-	-	-	-	(320)	2,680	2,540	(140)
Late Charges	15,000	-	-	-	-	(146)	14,854	16,859	2,005
Other	1,625	-	-	-	-	1,875	3,500	4,377	877
TOTAL OPERATING REVENUES	3,127,753	-	(238,983)	3,000	-	440,112	3,331,882	3,375,048	43,166
OPERATING EXPENSES:									
Personnel	376,553	-	-	-	-	40,409	416,962	414,723	2,239
Travel & Training	2,650	-	-	-	-	100	2,750	3,534	(784)
Materials & Supplies	92,862	-	-	-	-	(59,373)	33,489	36,944	(3,455)
Utilities	35,890	-	-	-	-	1,110	37,000	35,155	1,845
Small Equipment	-	-	-	-	-	8,500	8,500	2,965	5,535
Maintenance & Repairs	85,000	-	-	-	-	16,255	101,255	102,860	(1,605)
Contracted Services	1,681,500	-	10,000	3,000	28,000	486,962	2,209,462	2,146,526	62,936
Departmental	85,206	-	-	-	-	(66,213)	18,993	20,629	(1,636)
Special Projects	-	-	-	-	-	22,771	22,771	7,594	15,177
TOTAL OPERATING EXPENSES	2,359,661	-	10,000	3,000	28,000	450,521	2,851,182	2,770,930	80,252
OPERATING INCOME (LOSS)	768,092	-	(248,983)	-	(28,000)	(10,409)	480,700	604,118	123,418
NON-OPERATING EXPENSES:									
Interest Earnings	5,000	-	-	-	-	1,180	6,180	7,518	1,338
Debt Principal Payments	(318,333)	-	-	-	-	-	(318,333)	(318,333)	-
Debt Interest Payments	(122,974)	-	-	-	-	-	(122,974)	(122,974)	-
NET OPERATING INCOME (LOSS)	331,785	-	(248,983)	-	(28,000)	(9,229)	45,573	170,329	124,756
Capital Contributions	-	-	-	-	-	-	-	-	-
Capital Expenditures	(331,785)	300,000	-	-	-	(11,788)	(43,573)	(43,573)	-
NET CHANGE IN FUND BALANCE	-	300,000	(248,983)	-	(28,000)	(21,017)	2,000	126,756	124,756
BEGINNING FUND BALANCE	1,854,607	-	(673,921)	-	-	457,429	1,638,115	1,180,686	(457,429)
ENDING FUND BALANCE	1,854,607	300,000	(922,904)	-	(28,000)	436,412	1,640,115	1,307,442	(332,673)
LESS: 120-DAY RESERVE	(920,866)	-	(3,288)	(986)	(9,205)	(148,116)	(1,082,462)	(1,056,078)	(26,384)
EXCESS UNASSIGNED FUND BALANCE	\$ 933,741	\$ 300,000	\$ (926,192)	\$ (986)	\$ (37,205)	\$ 288,296	\$ 557,653	\$ 251,364	\$ (359,057)

NOTE: \$62,000 of budgeted expenditures remained unspent but encumbered (obligated by signed contracts) at September 30, 2021 for City engineering services ar special technology projects. Per City policy, encumbrances lapse at fiscal year end; therefore, this amount will be added to the FY 21-22 approved budget and will be funded with the increase in beginning fund balance.

DEBT SERVICE FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL REPORT
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

	ORIGINAL BUDGET	FINAL BUDGET	YTD ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
REVENUES:				
Property Taxes	\$ 358,514	\$ 358,514	\$ 364,164	\$ 5,650
Penalties & Interest	1,812	1,812	615	(1,197)
TOTAL REVENUES	360,326	360,326	364,779	4,453
EXPENDITURES:				
Administration	550	550	615	(65)
Debt Principal-2018 bonds	245,000	245,000	245,000	-
Debt Interest-2018 bonds	164,776	164,776	164,042	734
TOTAL EXPENDITURES	410,326	410,326	409,657	669
REVENUE OVER (UNDER) EXPENDITURES	(50,000)	(50,000)	(44,878)	5,122
OTHER FINANCING SOURCES (USES) Transfer from VCSDC Fund	50,000	50,000	50,000	-
CHANGE IN FUND BALANCE	-	-	5,122	5,122
BEGINNING FUND BALANCE	3,797	3,797	3,983	186
ENDING FUND BALANCE	\$ 3,797	\$ 3,797	\$ 9,105	\$ 5,308

FUND NOTE: Property taxes are due in January of each year. Bond principal payments are made in February, and semi-annual interest payments are made in February and August.

SPECIAL REVENUE FUNDS
BUDGET & ACTUAL REPORT
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

VENUS COMMUNITY SERVICE DEVELOPMENT CORPORATION
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

								VARIANCE
	ORIGINAL	FY 19-20				FINAL	YTD	FAVORABLE
	BUDGET	Encumbered	12/14/2020	5/10/2021	8/23/2021	BUDGET	ACTUAL	(UNFAVORABLE)
REVENUES:								
Sales Taxes	\$ 206,736	\$ -	\$ -	\$ 30,000	\$ 57,256	\$ 293,992	\$ 294,705	\$ 713
Interest Income	500	-	-	-	250	750	388	(362)
TOTAL REVENUES	207,236	-	-	30,000	57,506	294,742	295,093	351
EXPENDITURES:								
Personnel Costs	76,000	-	-	-	(18,096)	57,904	49,752	8,152
Material and Supplies	2,830	-	-	-	1,923	4,753	4,326	427
Utilities	14,170	-	-	-	-	14,170	13,626	544
Small Equipment	1,000	-	-	-	-	1,000	60	940
Repairs and Maintenance	19,500	-	-	-	(9,700)	9,800	8,537	1,263
Contracted Services	2,000	-	-	-	8,430	10,430	9,161	1,269
Departmental	15,250	-	-	-	-	15,250	-	15,250
Capital Outlay	34,486	16,000	-	30,000	(5,771)	74,715	77,464	(2,749)
TOTAL EXPENDITURES	165,236	16,000	-	30,000	(23,214)	188,022	162,926	25,096
REVENUE OVER (UNDER)								
EXPENDITURES	42,000	(16,000)	-	-	80,720	106,720	132,167	25,447
OTHER FINANCING SOURCES (USES)								
Transfer (To) From Other Funds	(50,000)	-	-	-	-	(50,000)	(50,000)	-
CHANGE IN FUND BALANCE	(8,000)	(16,000)	-	-	80,720	56,720	82,167	25,447
BEGINNING FUND BALANCE	183,688	16,000	-	-	121,858	321,546	310,974	(10,572)
ENDING FUND BALANCE	\$ 175,688	\$ -	\$ -	\$ -	\$ 202,578	\$ 378,266	\$ 393,141	\$ 14,875

Capital Outlay:

	Original	Encumb Roll	Revision	Revision	Revision	Final	Actual	Variance
Fielder Park Security System	-	16,000	-	-	(3,108)	12,892	12,892	-
Baseball Field Renovations	34,486	-	(34,486)	-	-	-	-	-
Park Shade Canopies	-	-	34,486	-	-	34,486	37,235	(2,749)
Audio Sound System	-	-	-	30,000	(2,663)	27,337	27,337	-
Total Capital Outlay	\$ 34,486	\$ 16,000	\$ -	\$ 30,000	\$ (5,771)	\$ 74,715	\$ 77,464	\$ (2,749)

COURT TECHNOLOGY FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

				VARIANCE
	ORIGINAL BUDGET	FINAL BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:				
Court Technology Fees	\$ 1,500	\$ 1,500	\$ 1,921	\$ 421
Interest Income	-	-	-	-
TOTAL REVENUES	1,500	1,500	1,921	421
EXPENDITURES:				
Court Technology Expend	1,500	1,500	1,921	(421)
TOTAL EXPENDITURES	1,500	1,500	1,921	(421)
REVENUE OVER (UNDER) EXPENDITURES	-	-	-	-
BEGINNING FUND BALANCE	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -

COURT SECURITY FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

					VARIANCE
	ORIGINAL BUDGET	8/23/2021	FINAL BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:					
Court Security Fees	\$ 1,300	\$ 200	\$ 1,500	\$ 2,182	\$ 682
Interest Income	-	-	-	-	-
TOTAL REVENUES	1,300	200	1,500	2,182	682
EXPENDITURES:					
Personnel Costs-Bailiff	1,639	(1,139)	500	-	500
Court Security Expend	1,000	(1,000)	-	-	-
TOTAL EXPENDITURES	2,639	(2,139)	500	-	-
REVENUE OVER (UNDER) EXPENDITURES	(1,339)	2,339	1,000	2,182	682
OTHER FINANCING SOURCES (USES)					
Transfer To Capital Project Fund	-	(19,423)	(19,423)	(19,423)	-
CHANGE IN FUND BALANCE	(1,339)	(17,084)	(18,423)	(17,241)	682
BEGINNING FUND BALANCE	20,423	-	20,423	20,423	-
ENDING FUND BALANCE	\$ 19,084	\$ (17,084)	\$ 2,000	\$ 3,182	\$ 682

BUDGET AMENDMENTS:

08/02/21: Transfer to Capital Projects Fund to fund portion of City Hall renovations to front office (bullet-proof glass, walls, etc).

Transaction Window	9,390
Window(upgrade speaker ports, pass thru, 48" bulletproof)	6,000
Granite estimate for 48" windows and trays	1,500
Millwork	2,200
Provide and install cinder blocks for lobby walls	4,900
Drywall: additional demo and drywall work for lobby area, moving supports in wall.	1,075
Total eligible costs	25,065

STREET TAX FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL
FOR THE TWELVE MONTHS ENDED SEPTEMBER 30, 2021

				VARIANCE	
	ORIGINAL BUDGET	8/23/2021	FINAL BUDGET	YTD ACTUAL	FAVORABLE (UNFAVORABLE) % OF BUDGET
REVENUES:					
Sales Taxes	\$ 103,368	\$ 43,628	\$ 146,996	\$ 147,352	\$ 356 100.24%
Interest Income	-	750	750	-	(750) 0.00%
TOTAL REVENUES	103,368	44,378	147,746	147,352	(394) 99.73%
EXPENDITURES:					
Street Repair Projects	98,000	(48,000)	50,000	-	50,000 0.00%
Street Materials	5,368	9,632	15,000	12,665	2,335 84.43%
TOTAL EXPENDITURES	103,368	(38,368)	65,000	12,665	52,335 19.48%
REVENUE OVER (UNDER) EXPENDITURES	-	82,746	82,746	134,687	51,941 0.00%
OTHER FINANCING SOURCES (USES) Transfer To Street CIP Fund	-	(98,853)	(98,853)	(98,853)	- 0.00%
CHANGE IN FUND BALANCE	-	(16,107)	(16,107)	35,834	51,941 100.00%
BEGINNING FUND BALANCE	-	24,907	24,907	24,907	- 100.00%
ENDING FUND BALANCE	\$ -	\$ 8,800	\$ 8,800	\$ 60,741	\$ 51,941 100.00%

CAPITAL PROJECT FUNDS
BUDGET & ACTUAL REPORT - LIFE TO DATE
AS OF SEPTEMBER 30, 2021

CAPITAL PROJECTS FUND - VENUS PARKWAY (2020 BONDS)

BUDGET & ACTUAL - LIFE TO DATE

AS OF SEPTEMBER 30, 2021

					VARIANCE
	ORIGINAL BUDGET	FY 19-20	FY 20-21	LIFE-TO-DATE ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:					
Bond Proceeds	\$ 4,169,000	\$ 4,169,000	\$ 4,953	\$ 4,173,953	\$ 4,953
Capital Contributions	-	-		-	-
Interest Income	-	469	2,054	2,523	2,523
TOTAL REVENUES	4,169,000	4,169,469	7,007	4,176,476	7,476
EXPENDITURES:					
Capital Outlay-Engineering	582,332	19,592	99,651	119,243	463,089
Capital Outlay-Construction	2,440,528	-		-	2,440,528
Capital Outlay-Other Costs	1,146,140	-		-	1,146,140
TOTAL EXPENDITURES	4,169,000	19,592	99,651	119,243	4,049,757
REVENUE OVER (UNDER) EXPENDITURES	-	4,149,877	(92,644)	4,057,233	4,057,233
OTHER FINANCING SOURCES (USES) Transfers In (Out)	-	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ 4,149,877	\$ (92,644)	\$ 4,057,233	\$ 4,057,233

CAPITAL PROJECTS FUND - HH/LGI SEWER FORCE MAIN
BUDGET & ACTUAL - LIFE TO DATE
AS OF SEPTEMBER 30, 2021

							VARIANCE
	ORIGINAL BUDGET	12/17/2020	REVISED BUDGET	FY 19-20	FY 20-21	LIFE-TO-DATE ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:							
Capital Contributions-Heritage	\$ 561,864	\$ (50,934)	\$ 510,930	\$ 1,258	\$ 510,930	\$ 512,188	\$ 1,258
Capital Contributions-LGI	1,090,676	(98,870)	991,806	2,442	991,806	994,248	2,442
Interest Income	-	-	-	-	2,187	2,187	2,187
TOTAL REVENUES	1,652,540	(149,804)	1,502,736	3,700	1,504,923	1,508,623	5,887
EXPENDITURES:							
Capital Outlay-Construction	1,477,513	(149,804)	1,327,709	-	1,281,378	1,281,378	46,331
Capital Outlay-Engineering	99,810	-	99,810	-	54,804	54,804	45,006
Capital Outlay-Inspections	50,007	-	50,007	-	23,462	23,462	26,545
Capital Outlay-Other Costs	25,210	-	25,210	3,700	17,810	21,510	3,700
TOTAL EXPENDITURES	1,652,540	(149,804)	1,502,736	3,700	1,377,454	1,381,154	121,582
REVENUE OVER (UNDER) EXPENDITURES	-	-	-	-	127,469	127,469	127,469
OTHER FINANCING SOURCES (USES) Transfers In (Out)	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ 127,469	\$ 127,469	\$ 127,469

GRANT FUND
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGE IN FUND BALANCE
BUDGET & ACTUAL - **LIFE TO DATE**
AS OF SEPTEMBER 30, 2021

						VARIANCE
	ORIGINAL BUDGET	8/23/2021	REVISED BUDGET	FY 20-21	YTD ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:						
ARPA Grant Proceeds	\$ -	\$ 1,082,330	\$ 1,082,330	\$ 541,165	\$ 541,165	\$ (541,165)
Interest Income	-	-	-	-	-	-
TOTAL REVENUES	-	1,082,330	1,082,330	541,165	541,165	(541,165)
EXPENDITURES:						
Capital Expenditures	-	1,082,330	1,082,330	-	-	1,082,330
TOTAL EXPENDITURES	-	1,082,330	1,082,330	-	-	1,082,330
REVENUE OVER (UNDER) EXPENDITURES	-	-	-	541,165	541,165	541,165
BEGINNING FUND BALANCE	-		-	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 541,165	\$ 541,165	\$ 541,165

PROJECTED CHANGES:

08/09/21: American Rescue Plan Act (ARPA) allocated funds for non-entitlement units (NEU) to State governments. The State of Texas further allocated NEU funds to County governments who are now responsible for disbursing funds to NEUs within their jurisdiction based on population. The City of Venus is estimated to receive \$1,082,330 based on a population of 4,368. The City expects to receive 50% of these funds in FY 20-21 and the remaining 50% in FY 21-22.

City management is recommending spending ARPA funds on the construction of eligible water/sewer infrastructure; therefore, this fund will be treated as a capital project fund which is a multi-year fund and accounts for revenues and expenditures over the life of the capital project.

CAPITAL PROJECTS FUND - STREET REHABILITATION PROJECTS
BUDGET & ACTUAL - LIFE TO DATE
AS OF SEPTEMBER 30, 2021

						VARIANCE	
	ORIGINAL BUDGET	8/23/2021	REVISED BUDGET	FY 19-20	FY 20-21	LIFE-TO-DATE ACTUAL	FAVORABLE (UNFAVORABLE)
REVENUES:							
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Contributions	-	-	-	-	-	-	-
Interest Income	-	-	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-	-	-
EXPENDITURES:							
Capital Outlay-CR 109	254,000	(16,156)	237,844	4,320	233,524	237,844	(0)
Capital Outlay-CR 214	294,000	(144,991)	149,009	18,381	130,628	149,009	-
Capital Outlay-CR 610	-	260,000	260,000	-	-	-	260,000
TOTAL EXPENDITURES	548,000	98,853	646,853	22,701	364,152	386,853	260,000
REVENUE OVER (UNDER) EXPENDITURES	(548,000)	(98,853)	(646,853)	(22,701)	(364,152)	(386,853)	260,000
OTHER FINANCING SOURCES (USES)							
Transfer from Street Tax Fund	15,683	98,853	114,536	15,683	98,853	114,536	-
Transfer from General Fund	532,317	-	532,317	532,317	-	532,317	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ 525,299	\$ (265,299)	\$ 260,000	\$ 260,000

CAPITAL PROJECTS FUND - 2018 BONDS
BUDGET & ACTUAL - LIFE TO DATE
AS OF SEPTEMBER 30, 2021

											VARIANCE
	ORIGINAL	Prior To			REVISED	FY	FY	FY	FY	LIFE-TO-DATE	FAVORABLE
	BUDGET	FY 20-21	3/29/2021	8/23/2021	BUDGET	17-18	18-19	19-20	20-21	ACTUAL	(UNFAVORABLE)
REVENUES:											
Bond Proceeds	\$ 4,500,000	\$ -	\$ -	\$ -	\$ 4,500,000	\$ 4,500,000	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -
Interest Income	-	-	-	16,100	16,100	-	-	6,801	9,178	15,979	(121)
TOTAL REVENUES	4,500,000	-	-	16,100	4,516,100	4,500,000	-	6,801	9,178	4,515,979	(121)
CAPITAL EXPENDITURES:											
Street Project-Bulldog/Student/8th	1,650,000	87,365	-	-	1,737,365	92,382	1,644,983	-	-	1,737,365	-
City Hall Purchase-700 W US Hwy 67	1,200,000	3,827	-	-	1,203,827	-	1,203,827	-	-	1,203,827	-
12" Sewer Line - JMJ Development	-	-	-	-	-	-	4,209	(4,209)	-	-	-
250K Ground Storage Tank Rehab	-	40,971	-	-	40,971	-	-	40,971	-	40,971	-
Brahman Ranch WTPP	1,000,000	500,000	(1,500,000)	-	-	-	7,861	(7,861)	-	-	-
Electrical for Generator & ATS-Main	350,000	(336,469)	350,000	(113,831)	249,700	-	4,173	9,358	12,150	25,681	224,019
12" Water Line (FM 157)	300,000	(295,694)	300,000	-	304,306	-	4,306	-	109,734	114,040	190,266
New Water Pump Station	-	-	150,000	-	150,000	-	-	-	23,080	23,080	126,920
New Elevated Water Storage Tank	-	-	-	50,000	50,000	-	-	-	91,148	91,148	(41,148)
Water Meter Replacement Project	-	-	-	80,856	80,856	-	-	-	65,160	65,160	15,696
Sewer Line-City Hall to FM 157	-	-	235,000	-	235,000	-	-	-	53,912	53,912	181,088
SCADA System	-	-	-	100,000	100,000	-	-	-	9,437	9,437	90,563
City Hall Renovations:											
Interior-Offices & ADA	-	-	77,300	-	77,300	-	-	-	84,700	84,700	(7,400)
Exterior-Stucco/Stone	-	-	71,700	7,524	79,224	-	-	-	104,354	104,354	(25,130)
LED Sign - City Hall	-	-	-	26,974	26,974	-	-	-	26,974	26,974	-
Concrete Parking Lot	-	-	100,000	-	100,000	-	-	-	4,636	4,636	95,364
Generator	-	-	116,000	(116,000)	-	-	-	-	-	-	-
Fire Department Rehabilitation	-	-	100,000	(50,000)	50,000	-	-	-	28,463	28,463	21,537
Old Police Building Buildout	-	-	-	50,000	50,000	-	-	-	-	-	50,000
TOTAL CAPITAL EXPENDITURES	4,500,000	-	-	35,523	4,535,523	92,382	2,869,359	38,259	613,748	3,613,748	921,775
REVENUE OVER (UNDER)											
EXPENDITURES	-	-	-	(19,423)	(19,423)	4,407,618	(2,869,359)	(31,458)	(604,570)	902,231	921,654
OTHER FINANCING SOURCES (USES)											
Transfer from Court Security Fund	-	-	-	19,423	19,423	-	-	-	19,423	19,423	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,407,618	\$ (2,869,359)	\$ (31,458)	\$ (585,147)	\$ 921,654	\$ 921,654

PROFESSIONAL SERVICES AGREEMENTS
DEVELOPER FUNDS
AS OF SEPTEMBER 30, 2021

FUND 54 - BUFFALO HILLS PSA

Date	Check	Vendor	Description	Balance
9/2/2021	Wire	Rick Miskimon	PSA agreement	\$ 15,000.00
9/30/2021	035787	P3 Works, LLC	Development Consultant	<u>(189.60)</u>
				<u><u>\$ 14,810.40</u></u> Unspent PSA deposit balance @ 09/30/21

FUND 56 - BRAHMAN RANCH WASTEWATER TREATMENT PACKAGE PLANT (WTPP)

Date	Check	Vendor	Description	Balance	
3/17/2020	Wire	Miskoman (Brahman Ranch)	Dev Agreement - WTPP	\$ 500,000.00	
10/11/2018	00004	Consulting Environmental Eng	WTPP Plan	(4,155.00)	(7,861.00)
2/28/2019	00019	Consulting Environmental Eng	WTPP Plan	(3,706.00)	
				\$ 492,139.00	Unspent deposit balance @ 09/30/19
9/30/2020	034553	Jacob Martin LLC	Design Engineering	(12,500.00)	(45,500.00)
9/30/2020	034683	Jacob Martin LLC	Design Engineering	(33,000.00)	
				446,639.00	Unspent deposit balance @ 09/30/20
10/31/2020	034712	Jacob Martin LLC	Design Engineering	(4,400.00)	(72,152.14)
11/30/2020	034824	Jacob Martin LLC	Design Engineering	(6,600.00)	
2/2/2021	035008	Midlothian Mirror	Sealed Constr Bid Notice	(553.28)	
3/26/2021	035171	AUC Group, LLC	First & Last Month Rent	(29,500.00)	
3/31/2021	035224	Jacob Martin LLC	Design Engineering	(6,250.00)	
4/30/2021	035330	Jacob Martin LLC	Design Engineering	(6,836.64)	
6/30/2021	035573	Jacob Martin LLC	Design Engineering	(8,342.20)	
7/31/2021	035672	Jacob Martin LLC	Development meetings	(5,431.25)	
8/31/2021	035726	Jacob Martin, LLC	Surveying	(1,757.25)	
9/30/2021	035878	Jacob Martin LLC	Design Engineering	(2,481.52)	
				<u>\$ 374,486.86</u>	Unspent deposit balance @ 09/30/21

FUND 56 - BRAHMAN RANCH I PSA

Date	Check	Vendor	Description	Balance	
5/31/2019		Miskoman (Brahman Ranch)	PSA agreement	\$ 30,000.00	Coded to license & permits in FY 2019
9/30/2019	Multiple	Messer, Rockefeller & Fort	Legal fees	(2,506.50)	
				\$ 27,493.50	Unspent PSA deposit balance @ 09/30/19
4/30/2020	034104	Birkhoff, Hendricks & Carter	Engineering	(187.71)	(5,020.75)
4/30/2020	034105	Messer, Rockefeller & Fort	Legal fees	(30.00)	
5/31/2020	034194	Birkhoff, Hendricks & Carter	Engineering	(187.71)	
6/30/2020	034282	Birkhoff, Hendricks & Carter	Engineering	(93.86)	
8/31/2020	034509	Messer, Rockefeller & Fort	Legal fees	(1,041.00)	
9/30/2020	034602	Messer, Rockefeller & Fort	Legal fees	(243.00)	
11/30/2019	334663	Messer, Rockefeller & Fort	Legal fees	(301.50)	
1/31/2020	334750	Messer, Rockefeller & Fort	Legal fees	(529.50)	
12/31/2019	334771	Messer, Rockefeller & Fort	Legal fees	(313.50)	
2/29/2020	334869	Messer, Rockefeller & Fort	Legal fees	(433.00)	
3/31/2020	334919	Birkhoff, Hendricks & Carter	Engineering	(1,479.97)	
3/31/2020	334922	Messer, Rockefeller & Fort	Legal fees	(180.00)	
				22,472.75	Unspent PSA deposit balance @ 09/30/20
10/31/2020	034662	Birkhoff, Hendricks & Carter	Engineering	(1,054.43)	(5,020.75)
10/31/2020	034746	Messer, Rockefeller & Fort	Legal fees	(247.00)	
11/30/2020	034795	Birkhoff, Hendricks & Carter	Engineering	(102.63)	
11/30/2020	034842	Messer, Rockefeller & Fort	Legal fees	(45.50)	
12/31/2020	034901	Birkhoff, Hendricks & Carter	Engineering	(1,148.54)	
1/7/2021	034908	Midlothian Mirror	PID Ordinance	(332.80)	
1/31/2021	035001	Joel Daugherty	Engineering	(440.00)	
1/31/2021	035005	Messer, Rockefeller & Fort	Legal fees	(387.00)	
1/31/2021	035005	Messer, Rockefeller & Fort	Legal fees	(969.00)	
1/31/2021	035005	Messer, Rockefeller & Fort	Legal fees	(75.00)	
1/31/2021	035005	Messer, Rockefeller & Fort	Legal fees	(1,178.00)	
1/31/2021	035079	Birkhoff, Hendricks & Carter	Engineering	(2,762.54)	
2/28/2021	035123	Birkhoff, Hendricks & Carter	Engineering	(2,176.33)	
2/28/2021	035133	Messer, Rockefeller & Fort	Legal fees	(186.00)	

Date	Check	Vendor	Description	Balance	
2/28/2021	035133	Messer, Rockefeller & Fort	Legal fees	(779.00)	(1,000.67)
3/31/2021	035190	Birkhoff, Hendricks & Carter	Engineering	(668.49)	
3/11/2021	035232	Midlothian Mirror	PH-Revision of boundaries	(551.20)	
3/18/2021	035232	Midlothian Mirror	PH-PID assessments	(370.24)	
3/31/2021	035262	Messer, Rockefeller & Fort	Legal fees	(2,640.00)	
4/30/2021	035369	Messer, Rockefeller & Fort	Legal fees	(2,100.00)	
4/30/2021	035353	Birkhoff, Hendricks & Carter	Engineering	(1,245.43)	
5/31/2021	035446	Birkhoff, Hendricks & Carter	Engineering	(2,229.77)	
5/31/2021	035466	P-3 Works, LLC	Development Consultant	(187.50)	
6/30/2021	035517	Birkhoff, Hendricks & Carter	Engineering	(557.08)	
6/30/2021	035598	P-3 Works, LLC	Development Consultant	(1,323.55)	
7/15/2021	Wire	Miskoman (Brahman Ranch)	PSA replenishment	30,000.00	
7/22/2021	035578	Midlothian Mirror	PID Resolution	(3,434.92)	
7/31/2021	035681	P-3 Works, LLC	Development Consultant	(484.35)	
8/31/2021	035680	Pape-Dawson Consulting Eng	Civil Inspections	(181.25)	
8/31/2021	035734	P-3 Works, LLC	Development Consultant	(309.10)	
8/31/2021	035767	Birkhoff, Hendricks & Carter	Engineering	(111.42)	
9/30/2021	035786	Pape-Dawson Consulting Eng	Civil Inspections	(1,472.50)	
9/30/2021	035787	P-3 Works, LLC	Development Consultant	(1,250.10)	
				<u>\$ 21,472.08</u>	Unspent PSA deposit balance @ 09/30/21

FUND 57 - LGI (PATRIOT ESTATES) PSA

Date	Check	Vendor	Description	Balance	
11/25/2020		LGI/Patriot Estates	PSA agreement	\$ 50,000.00	
10/31/2020	034746	Messer, Rockefeller & Fort	Legal fees	(380.00)	
10/31/2021	034662	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(410.52)	
10/31/2021	034662	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(423.74)	
11/27/2020	034747	Midlothian Mirror	PID Ordinance	(419.76)	
11/30/2020	034842	Messer, Rockefeller & Fort	Legal fees	(437.00)	
11/30/2021	034795	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(1,356.60)	
11/30/2021	034795	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(886.42)	
12/22/2020	034860	Midlothian Mirror	Resolution	(2,654.08)	
12/31/2020	034901	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(410.52)	
12/31/2020	034901	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(307.89)	
1/31/2021	035079	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(262.38)	
1/31/2021	035079	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(809.10)	
2/28/2021	035123	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(111.42)	
2/28/2021	035123	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(334.25)	
3/31/2021	035190	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(1,392.79)	
3/31/2021	035190	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(334.25)	(24,709.29)
3/31/2021	035262	Messer, Rockefeller & Fort	Legal fees	(300.00)	
4/30/2021	035353	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(779.92)	
5/31/2021	035446	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(2,451.28)	
5/31/2021	035446	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(241.43)	
5/31/2021	035466	P3 Works, LLC	PID Administrator	(578.10)	
6/30/2021	035517	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(1,225.61)	
6/30/2021	035517	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(111.42)	
6/30/2021	035598	P3 Works, LLC	PID Administrator	(1,538.25)	
7/31/2021	035701	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(891.38)	
7/31/2021	035701	Birkhoff, Hendricks & Carter	Engineering-Ph 9	(168.54)	
7/31/2021	035681	P3 Works, LLC	PID Administrator	(795.95)	
8/31/2021	035767	Birkhoff, Hendricks & Carter	Engineering-Ph 8	(278.54)	
8/31/2021	035734	P3 Works, LLC	PID Administrator	(1,150.70)	
9/30/2021	035787	P3 Works, LLC	PID Administrator	(3,267.45)	

\$ 25,290.71 Unspent PSA deposit balance @ 09/30/21

JMJ DEVELOPMENTS PSAs

NORTHSTAR DEVELOPMENT

Date	Check	Vendor	Description	Balance	
				\$ 15,000.00	
3/31/2021	035005	Messer, Rockefeller & Ford	Legal Fees	(900.00)	(17,496.19)
5/31/2021	035446	Birkhoff, Hendricks & Carter	Engineering	(111.42)	
5/31/2021	035466	P3 Works, LLC	Development Consultant	(82.50)	
6/30/2021	035598	P3 Works, LLC	Development Consultant	(1,545.30)	
7/31/2021	035681	P3 Works, LLC	Development Consultant	(1,211.60)	
7/31/2021	035701	Birkhoff, Hendricks & Carter	Engineering	(393.00)	
8/31/2021		P3 Works, LLC	Development Consultant	(3,661.45)	
8/31/2021		Birkhoff, Hendricks & Carter	Engineering	(5,457.67)	
9/30/2021		P3 Works, LLC	Development Consultant	(4,133.25)	
				<u>\$ (2,496.19)</u>	Unspent PSA deposit balance @ 09/30/21

BERKOWITZ DEVELOPMENT (PRAIRIE CREEK ESTATES)

Date	Check	Vendor	Description	Balance	
				\$ 15,000.00	
3/31/2021	035005	Messer, Rockefeller & Ford	Legal Fees	(180.00)	(180.00)
				<u>\$ 14,820.00</u>	Unspent PSA deposit balance @ 09/30/21

GRIFFIN DEVELOPMENT (SOUTHERN CROSS RANCH)

Date	Check	Vendor	Description	Balance	
				\$ 15,000.00	
3/31/2021	035005	Messer, Rockefeller & Ford	Legal Fees	(180.00)	(180.00)
				<u>\$ 14,820.00</u>	Unspent PSA deposit balance @ 09/30/21

JOHNSTON DEVELOPMENT (MUSTANG MEADOWS)

Date	Check	Vendor	Description	Balance	
				\$ 15,000.00	
3/31/2021	035005	Messer, Rockefeller & Ford	Legal Fees	(180.00)	(180.00)
				<u>\$ 14,820.00</u>	Unspent PSA deposit balance @ 09/30/21

FUND 59 - BRAHMAN RANCH II PSA

Date	Check	Vendor	Description	Balance
7/22/2021	Wire	Rick Miskomin	PSA agreement	\$ 30,000.00
6/30/2021	035598	P3 Works, LLC	Development Consultant	(1,615.90)
7/31/2021	035681	P3 Works, LLC	Development Consultant	(160.90)
8/30/2021	035734	P3 Works, LLC	Development Consultant	(135.30)
9/30/2021	035787	P3 Works, LLC	Development Consultant	<u>(98.40)</u>
				<u>\$ 27,989.50</u>
				Unspent PSA deposit balance @ 09/30/21

Planning and Development Activities

January 2022

The Planning and Development staff performed the following activities during December:

- Assisted with the Planning and Zoning Commission on January 27th, where P&Z:
 - Recommended approval of the Final Plat for Block 6 of Colorado River Crossing.
- Attended Pre-development meetings with real estate developers, and brokers.
- Responded questions and inquiries from appraisers, and landowners regarding development requirements and future development in the City of Venus and the City of Venus' Extraterritorial Jurisdiction (ETJ).
- Provided information on zoning requirements for accessory building structures.
- Contacted the Department of Public Works from Johnson County regarding the Extraterritorial Jurisdiction (ETJ) boundaries.
- Review the Site Plan for a fast-food restaurant on FM 157 north of the Sonic restaurant.
- Provided information on rezoning process.

RESOLUTION 01-2022-02

AN RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VENUS, JOHNSON AND ELLIS COUNTY, TEXAS, ORDERING A GENERAL ELECTION TO BE HELD ON MAY 7, 2022, FOR THE PURPOSE OF ELECTING THREE (3) CITY COUNCILMEMBERS AT-LARGE; DESIGNATING LOCATION OF POLLING PLACE; ORDERING NOTICE OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTION; AUTHORIZING EXECUTION OF JOINT ELECTION AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VENUS, JOHNSON AND ELLIS COUNTY, TEXAS, THAT:

Section 1. A General Election is hereby ordered for May 7, 2022, for the purpose of electing three (3) City Councilmembers (Places 3,4 and 5) at-large, each such term being for a period of two (2) years. The filing period for the General Election shall begin on January 19, 2022, and ends on February 18, 2022, at 5 p.m. in accordance with State Law.

Section 2. Pursuant to the Joint Election Agreement, the Elections Administrator of Ellis County shall serve as Elections Administrator for the election. Presiding Election Judges and Alternate Presiding Election Judges appointed to serve the authorized polling places and the early voting clerk and deputy early voting clerks shall be those election officials furnished by the Elections Administrator from the list of proposed election judges as required in the Elections Services Contract. For the City of Venus, Johnson County residents the City Secretary is the early voting clerk. The City Administrator and City Secretary are hereby authorized to execute an Elections Services Contract with the Ellis County Elections Department for the General Election on May 7, 2022. The City Secretary shall have further authority to approve any minor modifications as may be necessary in the best interest of the City. A voting system or systems meeting the standards and requirements of the Texas Election Code, as amended, is hereby adopted and approved for early voting by personal appearance and by mail and for election day voting.

Section 3. Notice of the General Election shall be posted on the bulletin board used to post notice of the City Council meetings and be published in a newspaper of general circulation in the City. That said Notice must be published at least once, not earlier than the 30th day nor later than the 10th day, before Election Day as provided in Section 4.003(a)(1) of the Texas Election Code. A copy of the published Notice that contains the name of the newspaper and the date of publication shall be retained as a record of such notice, and the person posting the Notice shall make a record of the time of posting, starting date, and the place of posting.

Section 4. The election officers and maximum number of clerks for said polling place shall be determined and appointed in accordance with the provisions of the Contract.

On Election Day, the polls shall be open from 7:00 A.M. to 7:00 P.M.

Early voting by personal appearance shall be available for Johnson County Voters at the Venus Civic Center, 210 S. Walnut Street, Venus, Texas 76084.

For Ellis County Voters, the main voting location will be Election Office, 204 E. Jefferson Street, Waxahachie, Texas 75165, as well as other locations listed in Exhibit A. Early voting hours shall be as follows:

Early Voting Hours (Johnson County):

Monday-Friday	April 25- April 29, 2022	8:00 a.m. to 5:00 p.m.
Saturday	April 30, 2022	10:00 a.m. to 2:00 p.m.
Monday	May 2, 2022	8:00 a.m. to 5:00 p.m.
Tuesday	May 3, 2022	7:00 a.m. to 7:00 p.m.

Early Voting Hours (Ellis County):

Monday-Friday	April 25- April 29, 2022	8:00 a.m. to 5:00 p.m.
Saturday	April 30, 2022	8:00 a.m. to 4:00 p.m.
Monday-Tuesday	May 2- May 3, 2022	7:00 a.m. to 7:00 p.m.

Early voting location and times may be changed, or additional early voting locations may be added by the City Secretary or Ellis County Elections Administrator without further action of the City Council or amendment to this Resolution, as is necessary for the proper conduct of the Election.

Applications for ballot by mail shall be received and processed by:

For Johnson County voters send to Early Voting Clerk. P.O. Box 380, Venus, Texas 76084.

For Ellis County Voters send to, Jana Onyon, Early Voting Clerk, 204 E. Jefferson Street, Waxahachie, Texas 75165 Applications for ballots by mail must be received no later than the close of business on April 26, 2022.

For purposes of processing ballots cast in early voting, the election officers for the early voting ballot board for this election shall be appointed and designated in accordance with the provisions of the Contract.

Section 5. The City Secretary shall present the General Election returns to the City Council at a Council meeting for the canvassing of said election in accordance with the Texas Election Code. The candidate for three (3) City Councilmembers at-large that receives a majority of valid votes by qualified voters at the election shall be declared elected. In the event no candidate receives a majority of all the votes cast for all the candidates for an office, a runoff election shall be ordered by the City Council in accordance with State law.

Section 6. This Resolution shall take effect immediately upon its passage.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS, ON THIS THE 14th DAY OF FEBRUARY 2022.

APPROVED:

James L. Burgess, Mayor

ATTEST:

Callie Green, City Secretary

NOTICE OF GENERAL ELECTION FOR MUNICIPALITIES AVISO DE ELECCIÓN GENERAL PARA MUNICIPIOS

To the registered voters of the County of Johnson & Ellis, City of Venus, Texas:
(A los votantes registrados de los Condados de Johnson & Ellis, Ciudad de Venus, Texas:)

Notice is hereby given that the polling (voting) locations listed below will be open on May 7, 2022, from 7:00 a.m. to 7:00 p.m., for voting in a general election to elect:
(Notificación por la presente, que los sitios de votación listados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m., para votar en la elección general para elegir:)

Councilmember, Place 3 (Concejal, Lugar 3)
Councilmember, Place 4 (Concejal, Lugar 4)
Councilmember, Place 5 (Concejal, Lugar 5)

On Election Day, voters may vote at the following voting location listed below:
(El día de las elecciones, los votantes pueden votar en los siguientes lugares de votación que se enumeran a continuación:)

Election Day Voting Location- **Johnson County voters**
(sitios de votación el Día de Elección- votantes del Condado Johnson)

Venus Civic Center (Main Room) 210 S. Walnut, Venus, TX 76084

Election Day Voting Location- **Ellis County voters**
(sitios de votación el Día de Elección- votantes del Condado Ellis)

Ellis County Sub-Courthouse (Lobby) 207 S. Sonoma Trail, Ennis, TX 75119
Ennis Public Library (Learning Center) 501 W. Ennis Ave., Ennis, TX 75119
Faith Assembly of God Church (Fellowship Hall) 1810 W. Baldrige St., Ennis, TX 75119
Ferris Public Library (Trussell Meeting Room) 31 W. 10 th St., Ferris, TX 7515
Mt. Gilead Missionary Baptist (Fellowship Hall) 106 Harris St., Italy, TX 76651
First Baptist Church-Maypearl (Fellowship Hall) 5744 FM 66, Maypearl, TX 76064
Midlothian Church of Christ (Rear Foyer) 1627 N. Hwy. 67, Midlothian, TX 76065
Midlothian Conference Center (Ballroom) 1 Community Circle Dr., Midlothian, TX 76065
Mountain Peak Community Church (Sanctuary) 751 W. FM 875, Midlothian, TX 76065
Grace Church of Ovilla (Flex Room) 519 Westmoreland Rd., Ovilla, TX 75154
Palmer ISD Annex Building (Portable Building) 303 Bulldog Way, Palmer, TX 75152
Eastridge Baptist Church (Gym) 732 E. Ovilla Rd., Red Oak, TX 75154
Red Oak Municipal Center (Pitts Room) 200 Lakeview Pkwy., Red Oak, TX 75154
Ellis County Woman's Building (Main Room) 407 W. Jefferson St., Waxahachie, TX 75165
Farley Street Baptist Church (Gym) 1116 Brown St., Waxahachie, TX 75165
Park Meadows Baptist Church (Foyer) 3350 N. Hwy. 77, Waxahachie, TX 75165
Salvation Army of Ellis County (Cafeteria) 620 Farley St., Waxahachie, TX 75165
*Milford Community Center 109 S. Main St., Milford, TX 76670 (Milford ISD/City)
*Alma Community Center 104 Interurban Rd., Ennis, TX 75119 (Alma)

*LifePoint Community Church 201 Louise Ritter Rd., Red Oak, TX 75154 (Pecan Hill)
*Marvin Elementary School (Cafeteria) 110 Brown St., Waxahachie, TX 75165 (WISD)
*First United Methodist-Bardwell (Church Annex) 104 Pecan St., Bardwell, TX 75119 (Bardwell)

Locations pending (Sitios pendientes por confirmar)

During Early Voting, voters may vote at the following voting location listed below:

(Durante Votación Adelantada, los votantes podrán votar en cualquiera de los sitios de votación listados abajo:)

Early Voting Location, Days and Hours- **Johnson County Voters**
(Sitios de Votación adelantada, Días y Horas- votantes del Condado Johnson)

Locations (sitios)

Main Location: Venus Civic Center (Main Room) 210 S. Walnut, Venus, TX 76084

Days and Hours (Días y Horas)

Monday, April 25, 2022 through Friday, April 29, 2022 <i>lunes, 25 de abril de 2022 hasta viernes, 29 de abril de 2022</i>	8:00 AM to 5:00 PM
Saturday, April 30, 2022 <i>sábado, 30 de abril de 2022</i>	10:00 AM to 2:00 PM
Monday, May 2, 2022 <i>lunes, 2 de mayo de 2022</i>	8:00 AM to 5:00 PM
Tuesday, May 3, 2022 <i>martes, 3 de mayo de 2022</i>	7:00 AM to 7:00 PM

Early Voting Location, Days and Hours – **Ellis County voters**
(Sitios de Votación adelantada, Días y Horas- votantes del Condado Ellis)

Locations (sitios)

Main Location: Elections Office (Voting Room) 204 E. Jefferson Street, Waxahachie, TX 75165
Midlothian Conference Center (Foyer) 1 Community Circle Drive, Midlothian, TX 76065
Palmer ISD Annex Building (Portable Building) 303 Bulldog Way, Palmer, TX 75152
Ellis County Sub-Courthouse (Foyer) 207 S. Sonoma Trail, Ennis, TX 75119
Red Oak Municipal Center 200 Lakeview Parkway, Red Oak, TX 75154
*Waxahachie ISD Admin Building (Board Room) 411 N. Gibson Street, Waxahachie, TX 75165
*Mt. Gilead Baptist Church (Fellowship Hall) 106 Harris Street, Italy, TX 76651

Locations pending (Sitios pendientes por confirmar)

Days and Hours (Días y Horas)

Monday, April 25, 2022 through Friday, April 29, 2022 <i>lunes, 25 de abril de 2022 hasta viernes, 29 de abril de 2022</i>	8:00 AM to 5:00 PM
Saturday, April 30, 2022 <i>sábado, 30 de abril de 2022</i>	8:00 AM to 4:00 PM
Monday, May 2, 2022 and Tuesday, May 3, 2022 <i>lunes, 2 de mayo de 2022 y martes, 3 de mayo de 2022</i>	7:00 AM to 7:00 PM

Applications (**Johnson County**) for ballot by mail shall be mailed to:
(*Las solicitudes para boletas de manera adelantada por correo deberán enviarse a:*)

Callie Green, City Secretary
700 W. HWY 67
Venus, TX 76084
Phone: (972) 366-3348
Email: cgreen@cityofvenus.org
Website: <https://www.cityofvenus.org/>

Applications (**Ellis County**) for ballot by mail shall be mailed to:
(*Las solicitudes para boletas de manera adelantada por correo deberán enviarse a:*)

Jana Onyon, Elections Administrator
204 E. Jefferson Street
Waxahachie, TX 75165
Phone: (972) 825-5195
Email: elections@co.ellis.tx.us
Website: <http://co.ellis.tx.us/elections>

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:
(*Las solicitudes para Boletas de manera adelantada por correo deberán recibirse a no más tardar de las horas de negocio el:*)

Tuesday, April 26, 2022 (*martes, 26 de abril de 2022*)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(*Las Tarjetas Federales Postales de Solicitud deberán recibirse a no más tardar de las horas de negocio el:*)

Tuesday, April 26, 2022 (*martes, 26 de abril de 2022*)

Issued this 14th day of February, 2022.
Emitida este día 14 de febrero de 2022.

Signature of Mayor (*Firma del Alcalde*)

RESOLUTION 02-2022-02

AN RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS ORDERING A SPECIAL ELECTION TO BE HELD ON MAY 7, 2022 FOR THE PROPOSITION OF THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF VENUS AT THE RATE OF ONE-FOURTH OF ONE PERCENT TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS; MAKING PROVISION FOR THE CONDUCT OF SUCH ELECTION INCLUDING AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT WITH ELLIS COUNTY TO CONDUCT SAID ELECTION; RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Texas Tax Code, V.T.C.A., Chapter 327.001 *et seq*, (“The Code”), the City of Venus adopted a one-fourth of one percent (.25%) sales and use tax to provide for street maintenance; and

WHEREAS, the Code requires an election for reauthorization of the local sales and use tax, for the purpose of reauthorization of continue providing revenue for the maintenance and repair of municipal streets, prior its expiration; and

WHEREAS, the Code provides the City Council may call an election to reauthorize a previously adopted sales and use tax to provide for street maintenance by adopting a Resolution; and

WHEREAS, the Code provides that an election to reauthorize the sales and use tax shall be held in accordance with Chapter 321 of the Code; and

WHEREAS, the City has entered into a joint election contract with Ellis County to operate the General Election set for May 7, 2022 and said agreement is attached to this Resolution as Exhibit “A” and is incorporated herein for all purposes; and

WHEREAS, section 321.403 of the Code states such an election must be held on the first succeeding uniform date for which sufficient time elapses for the holding of an election; and

WHEREAS, May 7, 2022 shall be a uniform election date.

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

Section 1. A special election shall be held on Saturday, May 7, 2022, to submit to the voters a proposition to determine whether to reauthorize the one-quarter of one percent sales and use tax for the maintenance and repair of municipal streets.

Section 2. The official ballots for said election shall be prepared in accordance with the Texas Election Code so as to permit the electors to vote “FOR” or “AGAINST” the proposition, with the ballots to contain such provisions, markings and language as required by law, and with such proposition to be expressed substantially as follows:

PROPOSED

FOR ()

**THE REAUTHORIZATION OF THE LOCAL SALES AND
USE TAX IN THE CITY OF VENUS, TEXAS AT THE RATE
OF ONE-FOURTH OF ONE PERCENT TO CONTINUE
PROVIDING REVENUE FOR MAINTENANCE AND
REPAIR OF MUNICIPAL STREETS. THE TAX EXPIRES
ON THE FOURTH ANNIVERSARY OF THE DATE OF THIS
ELECTION UNLESS THE IMPOSITION OF THE TAX IS
REAUTHORIZED.**

AGAINST ()

Section 3. The election day polling place for the special election shall be: For Johnson County voters: Venus Civic Center, 210 S. Walnut Street, Venus, Texas 76084. For Ellis County voters: Midlothian Church of Christ (rear Foyer) 1627 N. HWY 67, Midlothian, Texas 76065, as well as other locations listed in Exhibit A, between the hours of 7:00 A.M. and 7:00 P.M.

Section 4. The joint election agreement and contract between Ellis County and the City of Venus (the “Contract”) is incorporated herein for all purposes is hereby approved and the Mayor or his designee is authorized to execute the Contract. In the event of a conflict between this Resolution and the Contract, the Contract shall control.

Section 5. The Presiding Election Judge and Alternate Presiding Election Judge shall be appointed by Ellis County for Ellis County voters as indicated in the Contract and authorized by Chapter 271 of the Texas Election Code. The Presiding Election Judge and Alternate Presiding Election Judge shall be appointed by the City of Venus City Council.

Section 6. Early voting locations and times shall be as follows:

Early Voting Hours (Johnson County):

Monday-Friday	April 25- April 29, 2022	8:00 a.m. to 5:00 p.m.
Saturday	April 30, 2022	10:00 a.m. to 2:00 p.m.
Monday	May 2, 2022	8:00 a.m. to 5:00 p.m.
Tuesday	May 3, 2022	7:00 a.m. to 7:00 p.m.

Early Voting Hours (Ellis County):

Monday-Friday	April 25- April 29, 2022	8:00 a.m. to 5:00 p.m.
Saturday	April 30, 2022	8:00 a.m. to 4:00 p.m.
Monday-Tuesday	May 2- May 3, 2022	7:00 a.m. to 7:00 p.m.

Early voting location and times may be changed, or additional early voting locations may be added by the City Secretary or Ellis County Elections Administrator without further action of the City Council or amendment to this Resolution, as is necessary for the proper conduct of the Election.

Section 7. Applications for ballot by mail shall be received and processed by:
For Johnson County voters send to Early Voting Clerk. P.O. Box 380, Venus, Texas 76084.
For Ellis County Voters send to, Jana Onyon, Early Voting Clerk, 204 E. Jefferson Street, Waxahachie, Texas 75165 Application for ballot by mail must be received no later than the close of business on April 26, 2022.

Section 8. The Elections Administrator is hereby authorized to prepare a submission to the United States Justice Department to seek pre-clearance as required by law and as provided in the Legal Documents section of the Contract.

Section 9. All resident qualified electors of the City shall be permitted to vote at said election and, on the day of the election, such electors shall vote at the polling place designated.

Section 10. A proper notice of this election, including a Spanish translation thereof, shall be posted not later than the 21st day before the election on the bulletin board used for posting notices of meetings of the City Council and shall also be published at least once not earlier than the 30th day nor later than the 10th day before the election in a newspaper of general circulation in the City.

Section 11. All expenditures necessary for the conduct of the election, the purchase of materials therefore, and the employment of all election officials are hereby authorized and shall be conducted in accordance with the Contract and the Code.

Section 12. The recitals contained in the preamble hereof are hereby found to be true and such recitals are hereby made a part of this Resolution for all purposes as if fully incorporated herein.

Section 13. Any Resolutions which are in conflict or inconsistent with any provisions of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters ordained herein.

Section 14. If any provision of this Resolutions be deemed to unlawful, illegal or invalid, such shall not affect the remainder of this Resolution and such remainder shall be valid.

Section 15. This Resolution shall be in force and effect from and after the date of its adoption, be it so ordained.

DULY PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS, ON THIS THE 10th DAY OF JANUARY 2022.

APPROVED:

James L. Burges, Mayor

ATTEST:

Callie Green, City Secretary

NOTICE OF SPECIAL ELECTION FOR MUNICIPALITIES AVISO DE ELECCIÓN ESPECIAL PARA MUNICIPIOS

To the registered voters of the County of Johnson & Ellis, City of Venus, Texas:
(A los votantes registrados de los Condados de Johnson & Ellis, Ciudad de Venus, Texas:)

Notice is hereby given that the polling (voting) locations listed below will be open on May 7, 2022, from 7:00 a.m. to 7:00 p.m., for voting in a Special election to elect:

(Notificación por la presente, que los sitios de votación citados abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m., para votar en la elección general para elegir:)

The reauthorization of local sales and use tax in the City of Venus at the rate of one fourth of one percent to continue providing revenue for maintenance and repair of municipal streets. The tax expires on the fourth anniversary of the date of this election unless the imposition of the tax is reauthorized.

La reautorización de ventas locales y el impuesto sobre uso en la Ciudad de Venus a la tasa de un cuarto de uno por ciento para continuar proporcionando ingresos para mantenimiento y reparación de las calles municipales. El impuesto expira en el cuarto aniversario de la fecha de esta elección a menos que la imposición del impuesto sea reautorizada.

On Election Day, voters may vote at the following voting location listed below:
(El día de las elecciones, los votantes pueden votar en los siguientes lugares de votación que se enumeran a continuación:)

Election Day Voting Location- Johnson County voters:
(sitios de votación el Día de Elección- votantes del Condado Johnson)

Venus Civic Center (Main Room) 210 S. Walnut, Venus, TX 76084

Election Day Voting Location- Ellis County voters:
(sitios de votación el Día de Elección - votantes del Condado Ellis)

Ellis County Sub-Courthouse (Lobby) 207 S. Sonoma Trail, Ennis, TX 75119
Ennis Public Library (Learning Center) 501 W. Ennis Ave., Ennis, TX 75119
Faith Assembly of God Church (Fellowship Hall) 1810 W. Baldrige St., Ennis, TX 75119
Ferris Public Library (Trussell Meeting Room) 31 W. 10 th St., Ferris, TX 7515
Mt. Gilead Missionary Baptist (Fellowship Hall) 106 Harris St., Italy, TX 76651
First Baptist Church-Maypearl (Fellowship Hall) 5744 FM 66, Maypearl, TX 76064
Midlothian Church of Christ (Rear Foyer) 1627 N. Hwy. 67, Midlothian, TX 76065
Midlothian Conference Center (Ballroom) 1 Community Circle Dr., Midlothian, TX 76065
Mountain Peak Community Church (Sanctuary) 751 W. FM 875, Midlothian, TX 76065
Grace Church of Ovilla (Flex Room) 519 Westmoreland Rd., Ovilla, TX 75154
Palmer ISD Annex Building (Portable Building) 303 Bulldog Way, Palmer, TX 75152
Eastridge Baptist Church (Gym) 732 E. Ovilla Rd., Red Oak, TX 75154
Red Oak Municipal Center (Pitts Room) 200 Lakeview Pkwy., Red Oak, TX 75154

Ellis County Woman's Building (Main Room) 407 W. Jefferson St., Waxahachie, TX 75165
Farley Street Baptist Church (Gym) 1116 Brown St., Waxahachie, TX 75165
Park Meadows Baptist Church (Foyer) 3350 N. Hwy. 77, Waxahachie, TX 75165
Salvation Army of Ellis County (Cafeteria) 620 Farley St., Waxahachie, TX 75165
*Milford Community Center 109 S. Main St., Milford, TX 76670 (Milford ISD/City)
*Alma Community Center 104 Interurban Rd., Ennis, TX 75119 (Alma)
*LifePoint Community Church 201 Louise Ritter Rd., Red Oak, TX 75154 (Pecan Hill)
*Marvin Elementary School (Cafeteria) 110 Brown St., Waxahachie, TX 75165 (WISD)
*First United Methodist-Bardwell (Church Annex) 104 Pecan St., Bardwell, TX 75119 (Bardwell)

**Locations pending (* Sitios pendientes por confirmar)*

During Early Voting, voters may vote at the following voting location listed below:
(Durante Votación Adelantada, los votantes podrán votar en cualquiera de los sitios de votación nombrados abajo:)

Early Voting Location, Days and Hours – Johnson County voters
(Sitios de Votación adelantada, Días y Horas- votantes del Condado Johnson)

Locations (*sitios*)

Main Location: Venus Civic Center (Main Room) 210 S. Walnut, Venus, TX 76084

Days and Hours (*Días y Horas*)

Monday, April 25, 2022 through Friday, April 29, 2022 <i>lunes, 25 de abril de 2022 hasta viernes, 29 de abril de 2022</i>	8:00 AM to 5:00 PM
Saturday, April 30, 2022 <i>sábado, 30 de abril de 2022</i>	10:00 AM to 2:00 PM
Monday, May 2, 2022 <i>lunes, 2 de mayo de 2022</i>	8:00 AM to 5:00 PM
Tuesday, May 3, 2022 <i>martes, 3 de mayo de 2022</i>	7:00 AM to 7:00 PM

Early Voting Location, Days and Hours – Ellis County voters
(Sitios de Votación adelantada, Días y Horas- votantes del Condado Ellis)

Locations (*sitios*)

Main Location: Elections Office (Voting Room) 204 E. Jefferson Street, Waxahachie, TX 75165
Midlothian Conference Center (Foyer) 1 Community Circle Drive, Midlothian, TX 76065
Palmer ISD Annex Building (Portable Building) 303 Bulldog Way, Palmer, TX 75152
Ellis County Sub-Courthouse (Foyer) 207 S. Sonoma Trail, Ennis, TX 75119
Red Oak Municipal Center 200 Lakeview Parkway, Red Oak, TX 75154
*Waxahachie ISD Admin Building (Board Room) 411 N. Gibson Street, Waxahachie, TX 75165
*Mt. Gilead Baptist Church (Fellowship Hall) 106 Harris Street, Italy, TX 76651

**Locations pending*

Days and Hours (*Días y Horas*)

Monday, April 25, 2022 through Friday, April 29, 2022 <i>lunes, 25 de abril de 2022 hasta viernes, 29 de abril de 2022</i>	8:00 AM to 5:00 PM
Saturday, April 30, 2022 <i>sábado, 30 de abril de 2022</i>	8:00 AM to 4:00 PM
Monday, May 2, 2022 and Tuesday, May 3, 2022 <i>lunes, 2 de mayo de 2022 y martes, 3 de mayo de 2022</i>	7:00 AM to 7:00 PM

Applications (**Johnson County**) for ballot by mail shall be mailed to:
(*Las solicitudes para boletas que se votarán adelantadas por correo deberán enviarse a:*)

Callie Green, City Secretary
700 W. HWY 67
Venus, TX 76084
Phone: (972) 366-3348
Email: cgreen@cityofvenus.org
Website: <https://www.cityofvenus.org/>

Applications (**Ellis County**) for ballot by mail shall be mailed to:
(*Las solicitudes para boletas que se votarán adelantadas por correo deberán enviarse a:*)

Jana Onyon, Elections Administrator
204 E. Jefferson Street
Waxahachie, TX 75165
Phone: (972) 825-5195
Email: elections@co.ellis.tx.us
Website: <http://co.ellis.tx.us/elections>

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:
(*Las solicitudes para Boletas que se enviarán por correo deberán recibirse no más tardar de las horas de negocio el:*)

Tuesday, April 26, 2022 (*martes, 26 de abril de 2022*)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(*La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:*)

Tuesday, April 26, 2022 (*martes, 26 de abril de 2022*)

Issued this 14th day of February, 2022.
Emitida este día 14 de febrero de 2022.

Signature of Mayor (*Firma del Alcalde*)

JOINT ELECTION AGREEMENT

THIS AGREEMENT, made this __ day of _____, 2022, by and between the City of Venus, Texas (hereinafter referred to as "City") and the Venus Independent School District (hereinafter referred to as "District"), is for the conduct of Early Voting and Election Day voting by personal appearance to be held at a common location for the purpose of conducting the City's General/Special Election and the District's Trustee Election.

THIS AGREEMENT is effective upon the approval of the governing bodies of each party.

IN CONSIDERATION of the premises and mutual promises and obligations herein set forth, it is agreed:

- (1) Both entities will conduct separate early voting;
- (2) Both entities will be responsible for the purchase and/or acquisition of their own voting supplies, and the cost of printing their respective ballots;
- (3) Both entities will cost share any cost associated with providing electronic or automated voting machines;
- (4) Both entities will be responsible for providing their own locked ballot boxes;
- (5) Both entities will utilize a joint polling location, specifically the Venus Civic Center located at 210 Walnut Street, Venus, Texas 76084, through the dates of April 25th through April 29th 2022, Saturday, April 30, 2022 for Early Voting and Saturday, May 07, 2022 for Election Day;
- (6) Both entities will cost share for respective election officials (Polling Judges and Alternates, Early Voting Clerks, etc.)
- (7) Both entities will be responsible for posting the election results for their respective elections;
- (8) Each entity will be responsible for posting the election results for the respective elections;
- (9) Any further expenditures to be incurred pertaining to the election not specifically addressed above will be paid by the respective entity incurring the expenditure;
- (10) Each entity will be responsible for their own election records and canvassing of the election;

- (10) In the event that either of the entities determines to cancel its election, for any reason, the other entity shall have the right to conduct its election and utilize the polling location described above as if the other entity had not cancelled its election.

The purpose and intent of this Joint Agreement is in compliance with Section 11.0581, Texas Code, requiring school districts holding trustee elections to have joint polling places with municipalities located within the boundaries of such districts.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and delivered as of the ____ of _____, 2022.

Venus Independent School District

President, Board of Trustees

Attest:

Secretary, Board of Trustees

City of Venus, Texas

Mayor

Attest:

City Secretary



JOB DESCRIPTION

JOB TITLE:	Public Works Civil Inspector	FLSA: Non-Exempt
DEPARTMENT:	Public Works	
REPORTS TO:	Public Works Director	Date: 10-01-2021

SUMMARY OF JOB

Under general supervision, inspect construction projects, ensure site compliance, administer and monitor contracts, review plans and specifications; respond to questions and concerns from the public, contractors, and businesses; perform a variety of technical tasks relative to assigned areas of responsibility; and perform other duties as assigned

PRIMARY DUTIES AND RESPONSIBILITIES

- ☒ Inspect City projects in conjunction with the installation of water, sewer, storm drainage and other construction projects; inspect new subdivision construction with regard to water, sewer, storm drainage, curb and gutter, sidewalks, headwalls, catch basins, street grading, subgrade, stone base and street paving; inform contractor of deviations or errors.
- ☒ Coordinate the work of contractors with regard to specific city owned projects; investigates encroachments on city right-of-way; inspects street cuts made for utility purposes by outside utility companies or contractors; inspects material received by contractors at project site to determine whether or not it meets the required specifications.
- ☒ Inspect foundation, concrete, steel, masonry and a large variety of other complex and routine construction elements; perform necessary testing for streets, water line and sanitary sewer and subgrade inspections.
- ☒ Respond to questions from the general public and other departments, regarding construction projects; maintain accurate files and records.
- ☒ Investigate complaints concerning defective construction and installations; explain and interpret requirements and restrictions.
- ☒ Examines plans, blueprints and other specifications for construction projects; photograph and video tape construction areas prior to and following construction; maintain contract drawings to ensure that they are updated regularly to include contractor's changes, field change orders and plan changes.
- ☒ Assist surveyors, engineers and other staff in gathering data; maintain daily records of quantities installed in project diary; review contractor pay requests and recommend approval to project engineer.
- ☒ Estimate time, materials and equipment required for jobs assigned.
- ☒ Performs other duties as assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

- ☒ Operations, services and activities of a construction inspection program.
- ☒ Methods and techniques of construction inspections.
- ☒ Pertinent Federal, State and local laws, codes and regulations.
- ☒ Basic principles and procedures of record keeping.
- ☒ Operations, services and activities of the city.
- ☒ Local geography and street locations.
- ☒ Major types of roadway construction and utility materials and methods.
- ☒ Building construction materials, practices and methods of design.
- ☒ English usage, spelling, grammar and punctuation.
- ☒ Operational characteristics of hand and mechanical equipment and tools.
- ☒ Occupational hazards and standard safety practices.
- ☒ Perform plans review and construction inspections.
- ☒ Work independently in the absence of supervision.
- ☒ Read and interpret complex construction plans, specifications, and blueprints.

SUPERVISORY/BUDGET RESPONSIBILITIES

- ☒ No supervision exercised

WORKING CONDITIONS

- ☒ Tasks are regularly performed in an outdoor environment which includes extreme heat and cold
- ☒ Will be subject to working nights, weekends and holidays
- ☒ Will be subject to working near and around loud noises

MINIMUM QUALIFICATIONS

- ☒ High School Diploma or G.E.D.
- ☒ Three (3) years of increasingly responsible construction experience
- ☒ Valid Class C Driver's License

Position title: Public Works Civil Inspector

Department: Public Works

Division: Water/Sewer Fund

Supervisor: Director of Public Works

☒ F/T ☐ P/T ☐ 40 hours per week

☐ Intern ☐ Winter/Spring ☐ Summer ☐ Fall/Winter

☐ Temp (List start and end dates) _____

POSITION SUMMARY

This position is being requested as a result of the growth of Venus and the construction that is occurring due to the growth. This position would be responsible for the daily inspections of all civil construction related to water, sewer, storm sewer and street construction that is happening with all new development. This position would be responsible for inspecting the infrastructure that is being installed and ensuring that the construction meets construction standards.

Currently, we are using third-party inspectors for all inspection work that is being conducted. The fees that are being collected for the developments are being used to pay the third-party inspectors. The fees that are collected from the developers would begin funding the internal position.

This position will ensure that all day-to-day activities being conducted by contractors for developers are being completed correctly. This would also allow for our inspector to inspect each project daily instead of 2-3 times per week, which is what we are getting from our current inspectors.

This will be a new position for the department brought in due to rapid growth and growing costs of third-party inspectors.

KNOWLEDGE/EXPERIENCE

This position would require a H.S. Diploma. This position will require at least 3 years of progressive experience in construction inspection with knowledge of street and utility line construction and installation. This position will require a Class C Driver License required.

Skills:

- ☒ Oral and written communication skills.
- ☒ Presentation skills.
- ☒ Decision-making skills.
- ☒ Problem-solving skills.
- ☒ Leadership skills.

Ability to:

- ☒ Read and interpret blueprints and construction plans
- ☒ Inspect and evaluate safety of construction sites
- ☒ Understand verbal/written instructions.
- ☒ Knowledge required of earthwork, concrete, utility construction and testing procedures

SUPERVISION EXERCISED

- ☒ This position will have no supervisory duties.

OTHER CONSIDERATIONS

This position would also include the following items:

- ☒ Truck – Approximately \$800/month through Enterprise
- ☒ Computer/Tablet - \$1,500
- ☒ Some office supplies such as pens, pencils, notebooks, etc.
- ☒ Uniforms and safety equipment
- ☒ City Cell Phone with Hotspot
- ☒ Software to access construction documents and files
- ☒ Various tools and equipment

All items listed above are added into the cost of the employee that will be expended from the inspection fees collected.

SALARY FOR THIS POSITION: \$50,000 - \$55,000 DOQ

Average salary for this position for Texas is \$56,000 and for Dallas Metroplex is \$57,000

BIRKHOFF, HENDRICKS & CARTER, L.L.P.
PROFESSIONAL ENGINEERS

11910 Greenville Ave., Suite 600

Dallas, Texas 75243

Fax (214) 461-8390

Phone (214) 361-7900

JOHN W. BIRKHOFF, P.E.
GARY C. HENDRICKS, P.E.
JOE R. CARTER, P.E.
MATT HICKEY, P.E.
ANDREW MATA, JR., P.E.
DEREK B. CHANEY, P.E.
CRAIG M. KERKHOFF, P.E.

January 18, 2022

Ms. Tonya Roberts
City Administrator
City of Venus
700 West US 67
Venus, Texas 76084

Re: 750,000 Gallon Elevated Storage Tank
Engineering Services Agreement – **Amendment No. 1 (revised)**

Dear Ms. Roberts:

As you requested, we are pleased to submit this Amendment No. 1 to our Engineering Services Task Order for the 750,000 Gallon Elevated Storage Tank project, signed and dated May 13, 2021. This Amendment No. 1 includes the additional field survey and revisions to the plan set for the revised location of the elevated tank, additional geotechnical investigations with the revised location, the bidding (by the City) and construction administration services including inspections for the construction of the elevated tank.

The following scope will be added to the contract scope of services:

Part II: Bidding Phase

1. Assist the City staff in advertising for bids. This will include e-mailing "Notice to Contractors" to contractors experienced in this type of construction. City will have Notice published in local newspaper.
2. Posting the plans for bid advertisement on Civcast.
3. Provide bidding documents to the City, Dodge Reports, and two other parties requested by the City.
4. Assist during opening of bids and provide bidding tally sheets.
5. Provide bid tabulation to City and contractors who submitted bids.
6. Obtain the following information from the lowest bidder:
 - A. Past work history.
 - B. Physical resources to produce the project.
7. Formulate opinion from information received and provide the City a summary of the opinion for their use in selection and award of the construction contract.

Part III: Construction Phase

1. Attend a pre-construction conference, including preparing an agenda.
2. Attend coordination meetings with contractor, quality control personnel, and City representatives to discuss strategy, problem areas, progress, and any required coordination.
3. Review shop drawings and other submittal information, which the Contractor submits. This review is for the benefit of the Owner and covers only general conformance with information given by the Contract Documents. The contractor is to review and stamp their approval on submittals prior to submitting to the Engineer. Review by the Engineer does not relieve the Contractor of any responsibilities, safety measures or the necessity to construct a complete and workable facility in accordance with the Contract Documents.
4. Provide written responses to requests for information or clarification to City or Contractor.
5. Prepare and process routine change orders for this project as they pertain to the original scope of work.
6. Make periodic site visits during construction as the project requirements dictate. Minimum of one project site visit per month.
7. Review monthly pay request from information obtained in the field.
8. Accompany the City during their final inspection of the project.
9. Recommend final acceptance of work based on information from the on-site representative.
10. Prepare Record Drawings. Utilizing on-site representative and Contractor construction record information, consultant will prepare electronic image files in Adobe Acrobat file format and ACAD.dwg file format.

The following scope will be added as an additional service and billed hourly, as incurred:

- D.** Construction Materials Testing and Inspection Services are to be performed by a third-party subconsultant, Henley-Johnston & Associates as outlined in their proposal dated November 16, 2021 and attached hereto as Exhibit "A". Services to be included are
- a) Drilled Pier Observations
 - b) Earthwork
 - c) Concrete Testing
 - d) Reinforced Steel Observation
 - e) Coating Inspections
 - f) Welding Inspections

The table below summarizes the contract terms and the effect of this Amendment No. 1.

Venus EST – Engineering Services Agreement
Amendment No. 1

		Original Contract Amount	Amount, This Amendment No. 1	Revised Contract Amount
	Part I - Design Phase	\$170,810	\$8,500	\$179,310
	Part II - Bidding Phase	\$0	\$7,068	\$7,068
	Part III - Construction Administration	\$0	\$57,722	\$57,722
	Subtotal, Basic Services	\$170,810	\$73,290	\$235,600
Additional Services	A. – Field Survey	\$2,910	\$2,210	\$5,120
	B. - Geotechnical Investigations	\$7,500	\$5,000	\$12,500
	C. – Printing of Plans and Specs	\$500	\$0	\$500
	D - Construction Inspections	\$0	\$37,553	\$37,533
	Subtotal, Additional Services	\$10,910	\$44,743	\$40,505
Totals		\$181,720	\$118,033	\$284,043

If you are in agreement with this Amendment No. 1 to our original engineering services agreement for the 750,000 gallon elevated storage tank project dated May 13, 2021, please sign and return one set to our office.

We are available to discuss this project further at your convenience.

Sincerely,



Craig M. Kerkhoff, P.E., C.F.M.

APPROVED FOR THE CITY OF VENUS, TEXAS

Ms. Tonya Roberts, City Administrator

Date



HENLEY | JOHNSTON
G ASSOCIATES

geotechnical and construction materials consultants

November 16, 2021
Proposal No. 10597

Birkhoff, Hendricks & Carter, L.L.P.
11910 Greenville Ave., Suite 600
Dallas, Texas 75243
ATTN: Craig Kerkhoff
Phone: 214-361-7900
Email: ckerkhoff@bhcllp.com

**Proposal for Construction Materials Testing Services
Venus EST
Venus, Texas**

In response to your request, Henley-Johnston & Associates, Inc. (HJA) is pleased to submit this proposal for Construction Materials Testing Services related to construction of the above referenced project.

The following documents were used in developing the proposed quantities and number of tests

- City of Venus, Construction Plans for Venus 0.75 M.G. EST dated November 2021
- HJA assumes drilled pier foundation

Following are our estimated quantities and tests based on the above documents and previous experience on projects of this type and size.

DRILLED PIER OBSERVATION

- Monitor the installation of the drilled pier foundation system including verification of the depth of bearing material, required penetration, actual penetration, total depth drilled, length of pier, diameter, pier number and/or location pertinent elevations (if provided by others), plumbness of the drilled pier hole excavation, cleanliness of bearing surface at completion of drilling, etc.
- Record dimensions and the number, size, length and quantity of reinforcing bars used.
- Sample the fresh concrete and perform required test, including slump, air content, concrete temperature, ambient temperature, and cast test specimens during placements (ASTM C172, C31, C143, C173 and C1064)
- Perform compressive strength test of concrete cylinders cast in the field (ASTM C617 and C39)

Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	7	\$245.00
Engineering Technician, hour	\$50.00	56	\$2,800.00
Engineering Technician, overtime hour	\$75.00	14	\$1,050.00
Concrete Cylinders, each	\$15.00	35	\$525.00
Clerical, hour	\$65.00	1	\$65.00
Project Manager, hour	\$95.00	3	\$285.00
Subtotal			\$4,970.00

EARTHWORK

- Sample materials proposed for use as subgrade, lime-treated subgrade, mass grading, trench backfill, and proposed select fill. Prepare and test the samples for Atterberg Limits (ASTM D4318), Percent Finer than No. 200 Sieve (ASTM D1140), and Moisture Density Relationship (ASTM D698).
- Perform field moisture and density test using the nuclear method (ASTM D6938) to determine the in-place moisture content and percent compaction of soil materials, and observation of the earthwork installation

Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	5	\$175.00
Engineering Technician, hour	\$50.00	20	\$1,000.00
Proctor Sample 4" (ASTM D698), each	\$175.00	1	\$175.00
Atterberg Limits (D4318), each	\$55.00	1	\$55.00
Percent Finer than #200 Sieve	\$45.00	1	\$45.00
Density Gauge, Daily Rate	\$100.00	4	\$400.00
Clerical, hour	\$65.00	1	\$65.00
Project Manager, hour	\$95.00	2	\$190.00
Subtotal			\$2,105.00

REINFORCING STEEL			
Periodically observe and document the placement of reinforcing steel prior to concrete placement. Assuming observation will occur on same trip as concrete placement.			
Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	2	\$70.00
Placement Observation, hour	\$50.00	4	\$200.00
Clerical, hour	\$65.00	1	\$65.00
Project Manager, hour	\$95.00	0	\$0.00
Subtotal			\$335.00

CONCRETE			
- Henley-Johnston & Associates will staff project with qualified technicians . Concrete will be sampled in accordance with ASTM C172. Slump (ASTM C143), Air Content (ASTM C231), Temperature (ASTM C1064) and Unit Weight (ASTM C138) will be tested each time concrete is sampled. - Concrete cylinders will be cast in sets of five cylinders (1) 7 days (3) 28 days and (1) Hold - If 6x12 Cylinders are required on this project and/or any particular concrete mix design, a \$20 per cylinder charge will apply - Concrete samples will be cast and stored on site in accordance with ASTM C31. After proper transportation to the lab, test cylinders will be tested in accordance with ASTM C617, C39, if needed, concrete cores will be obtained from the field in accordance with ASTM C42.			
Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	18	\$630.00
Concrete Technician, hour	\$50.00	108	\$5,400.00
Concrete Technician, overtime hour	\$75.00	0	\$0.00
Concrete Cylinders, each (Sets of 5)	\$15.00	90	\$1,350.00
Sample Pick Up, each	\$135.00	17	\$2,295.00
Final Letter (If Requested)	\$300.00	0	\$0.00
Clerical, hour	\$65.00	4	\$260.00
Project Manager, hour	\$95.00	8	\$760.00
Subtotal			\$10,695.00

STRUCTURAL STEEL			
Provide a certified welding inspector (CWI) at the jobsite to observe the welded and bolted connections.			
Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	10	\$350.00
Structural Steel Inspector, hour	\$85.00	60	\$5,100.00
Clerical, hour	\$65.00	1	\$65.00
Project Manager, hour	\$95.00	1	\$95.00
Subtotal			\$5,610.00

NACE COATING TESTING			
- Observe and document the preparation of steel for paint applications on the interior and exterior of the tank. - Verify material specifications and procedures - Observe and record ambient conditions before paint applications. - Verify paint thickness - Holiday Testing on interior and exterior of tank			
Item Description	Unit Rate	Quantity	Total
Trip Charge, each	\$35.00	15	\$525.00
NACE Certified Coating Inspector, hour	\$85.00	90	\$7,650.00
Clerical, hour	\$65.00	3	\$195.00
Project Manager, hour	\$95.00	6	\$570.00
Subtotal			\$8,940.00

ESTIMATED TOTAL COST FOR THIS PROJECT		
Service	Subtotal	Percentage of Total
PIERS	\$4,970.00	15.2%
EARTHWORK	\$2,105.00	6.4%
REINFORCING STEEL	\$335.00	1.0%
CONCRETE	\$10,695.00	32.8%
STRUCTURAL STEEL	\$5,610.00	17.2%
NACE COATING TESTING	\$8,940.00	27.4%
TOTAL COST	\$32,655.00	100.0%

This cost does not include cancellations after arrival on site, stand-by time due to test locations not being ready when scheduled, or delays in the referenced construction schedule. This unit fees are valid for the duration of this project. Actual total cost will vary.

It should be recognized that variations in construction schedules, weather, amount of re-testing, additional testing by the client, etc., could result in differences between the actual and estimated testing cost. Although efforts will be made to maintain the testing costs within the estimated amount, charges will be computed based on actual services rendered.

Unit rates are for local services portal to portal from the Dallas office, between the hours of 7:00 am and 5:00 pm, Monday through Friday. Overtime will be charged at the rate of 1.50 times the normal rate for hours worked on the project outside normal working hours, or over eight hours per day, including travel time. Only those services requested and authorized will be provided.

Services can be scheduled directly through the dispatcher at 469-983-9215. A minimum of 24-hours' notice for scheduling of all services is required.

Please note that all quantities have been estimated and presented at fixed unit prices to provide an estimated expenditure for budgetary considerations. Please be assured that as the project progresses, every effort will be made to provide these services in the most efficient and economical manner consistent with prudent engineering judgment. To remain current as the project progresses, HJA must be placed on the distribution list for all revised plans, drawings and RFI's. Services will be invoiced monthly with payment expected within 30 calendar days of receipt of the invoice.

Clarifications:

1. All field services will be charged portal to portal. There is a minimum four-hour charge for all site visits except trips for sample pick-up. Visits to the jobsite to pick up construction material samples will be billed a two-hour minimum or portal to portal, whichever is greater.
2. Vehicle Charges pertain to all site visits.
3. Each type of service will be billed independently, and the minimum charge will apply to each.
4. The turnaround time for proctors (ASTM D 698) is three business days. Please allow enough time for lab testing prior to scheduling field density test.
5. Reinforcing steel inspections must be scheduled in a manner that allows enough time for completion prior to concrete placement. Please take into consideration the amount of reinforcing and the size of placement when scheduling. HJA is not responsible for any cost associated with placing concrete prior to a reinforcing steel inspection being complete.
6. HJA does not assume the responsibility for verifying that all required tests are performed. If desired, testing frequencies and test locations can be monitored to assure that the required amount of testing is being performed, at an additional cost.
7. Allowances given in this proposal for project management and review include:
 - Attending construction meetings upon request.
 - Coordinate field and laboratory testing.
 - Communication with field technicians, Contractors, Consultants and Owner's representative.
 - Review of laboratory and field reports.
 - Manage project budget and invoicing.
8. Per project specifications, HJA will not accept or revoke any portion of the work.
9. In keeping with OSHA Safety regulation, HJA employees will not enter a trench that is not in compliance with current OSHA regulations. Delays or cancellation caused by waiting for trench(s) to be brought into compliance will be invoiced on an hourly basis and are not included in the cost estimate.
10. HJA does not assume the responsibility for verifying that all failed tests have been re-tested. If needed, site visits for re-inspection or testing can be scheduled through the dispatcher.
11. Parking spaces for field technicians will be at the Client's expense.

Authorization to proceed may be made by returning an executed copy of the proposal acceptance form to HJA.

We appreciate the opportunity to propose on this project and look forward to working with you. Please call us at 214-941-3808 if you have any questions or comments regarding any aspect of this proposal.

Signed,
HENLEY-JOHNSTON & Associates, Inc.



Juan Garcia
Project Manager
jgarcia@hja-eng.com



Robert Ray
CMT Department Manager
rray@hja-eng.com

CONSTRUCTION MATERIAL TESTING ACCEPTANCE / SET UP FORM

Please Print or Type

PROJECT NAME: _____
 PROJECT ADDRESS: _____
 PURCHASE ORDER NUMBER: _____
 HJA CLIENT: _____
 CLIENT ADDRESS: _____
 CITY / STATE/ ZIP: _____
 CLIENT CONTACT: _____
 CONTACT PHONE: _____
 CONTACT EMAIL: _____

ACCEPTED BY:

(Must match or be an
 Authorized Representative
 of the HJA Client listed above).

 Name

 Title and Company

 Signature

 Date

ACCOUNTS PAYABLE CONTACT

AP CONTACT NAME: _____
 PHONE NUMBER: _____
 EMAIL: _____

Invoices are emailed to Accounts Payable Contact / Statements are MAILED by USPS to Client Address

REPORT DISTRIBUTION

PLEASE LIST ALL NAMES AND EMAILS OF PERSONS WHO WILL NEED COPIES OF THESE REPORTS – YOU CAN ADD PEOPLE AT A FUTURE TIME
 IF NEEDED, HOWEVER, WE ASK YOU TO PROVIDE ANY BACK COPIES ALREADY SENT TO THOSE BEING ADDED.

FIRM / NAME OF CONTACT

EMAIL ADDRESS

OFFICE USE ONLY

Did HJA do GEO? ☐ YES ☐ NO	IF SO, GEO NUMBER _____	PROPOSAL # _____
LUMP SUM _____	STANDARD FEE SCHEDULE _____	PROPOSAL TOTAL _____
LMS CLIENT # _____	PROJECT MANAGER _____	PROJECT NUMBER _____

January 28, 2022

Ms. Tonya Roberts
City of Venus
700 West Highway 67
Venus, TX 76084

Re: Additional Services Request (ASR) #4
Construction Inspections – Horizons at Bankston Estates
Pape-Dawson Job No. 70085-01

Dear Ms. Roberts:

This letter is to request funding for additional services for the above referenced site. These services are considered above and beyond previously authorized work and include the following:

I. CONSTRUCTION INSPECTION – HORIZONS AT BANKSTON ESTATES (TASK 494) \$68,000

Conduct construction inspections of street, utilities and drainage for the Horizons at Bankston Estates project. Inspections to be performed concurrently with other work that Pape-Dawson is doing for the City of Venus. This budget is based on 255 construction days for the completion of the project and will not be exceeded without written authorization from the Client.

II. SUMMARY

I. Original Contract	\$	30,000
II. ASR #1	\$	35,000
III. ASR #2	\$	10,000
IV. ASR #3	\$	35,000
V. ASR #4	\$	68,000

Total: \$ 178,000

A budget increase of **\$68,000** is the estimated cost of Pape-Dawson's current understanding of the additional services identified above. Upon signing by the client, this ASR to be governed by the existing proposal for this project signed by the client and engineer on the 23rd day of July, 2021.

We appreciate the opportunity to work with you on this project. If you concur with this request, please acknowledge your approval by signing in the space provided below and returning this letter to our office via email, fax, or US Mail for our records. If you have questions or need additional information, please do not hesitate to contact me at your earliest convenience.

Sincerely,
Pape-Dawson Engineers, Inc.



Dustin Wentz, P.E.
Associate Vice President

ACKNOWLEDGED & ACCEPTED

Signature: _____

Print Name: _____

Title: _____

Date: _____

O:\Marketing\Proposals\Letters\2022\01\220121b8 (P0310-22) DAL ASR 4 70085-01.docx

AGREEMENT FOR PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION SERVICES

This Agreement for Public Improvement District Administration Services ("Agreement") is entered into this _____ day of _____, 20__, by and between P3Works, LLC ("P3Works"), and the City of Venus, Texas ("City").

RECITALS

WHEREAS, the City Council passed Resolution No. _____ on _____, 20__, approving and authorizing the creation of the 67213 Partnership Public Improvement District No. _ ("PID No. _" or "District") to finance the costs of certain public improvements for the benefit of property within the District; and

WHEREAS, the City may consider issuing bonds to fund certain improvements in the PID as authorized by the Public Improvement District Assessment Act, Texas Local Government Code, Chapter 372, as amended; and

WHEREAS, the City requires specialized services related to the revision and updating of the Service and Assessment Plan ("Service and Assessment Plan"), bond issuance if approved by City Council, and the administration of the District, as more fully set forth in this Agreement; and

WHEREAS, P3Works has the expertise to properly establish and administer the District and ensure compliance with Texas Local Government Code Chapter 372; and

WHEREAS, the City desires to retain P3Works to provide District administration services;

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, P3Works and the City agree as follows:

ARTICLE I

TERM OF AGREEMENT

1.0 The Agreement shall be effective as of its approval by all parties and shall be for a period of three (3) years and shall automatically continue on a year to year basis until terminated pursuant to Article IV of this Agreement.

ARTICLE II

SERVICES TO BE PROVIDED BY P3WORKS

2.0 The scope and timing of services to be performed by P3Works are set forth in Exhibit A,

which is attached hereto and incorporated into this Agreement by this reference.

2.1 P3Works agrees that its services pursuant to this Agreement shall at all times be subject to the control and supervision of the City and that nothing in this Agreement shall constitute an assignment of any right or obligation of the City under any applicable contract, agreement, or law. P3Works shall not represent to any property owner or any other person that it or any of its employees are acting as the City or employees of the City.

2.2 No substantial changes in the scope of services shall be made without the prior written approval of P3Works and the City.

2.3 P3Works shall supply all tools and means necessary to perform the services and production of the work product described in Exhibit A.

ARTICLE III

PAYMENT TERMS AND CONDITIONS

3.0 In consideration for the services to be performed by P3Works, the City agrees to pay P3Works the fees for all services and related costs and expenses set forth in Exhibit A, beginning the first day of the month following the execution of this Agreement. Beginning on the February 1 following the levy of the Assessment and each February 1 thereafter, the fees shall increase by 2%.

3.1 Monthly invoices shall be submitted to the City for work completed. City agrees to pay the amount due to P3Works upon receipt of each invoice.

3.2 Copies of all invoices to P3Works for expenses, materials, or services provided to P3Works will accompany the invoice to the City. P3Works will pass any third-party cost through to the City without markup and will not incur any expense in excess of \$200 without written consent of the City.

3.3 The only source of payment for P3Works' fees and services shall be the District or funds advanced by the developer. The City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District. In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds or funds advanced by the developer.

ARTICLE IV

TERMINATION OF THIS AGREEMENT

4.0 Notwithstanding any other provisions of this Agreement, either party may terminate this Agreement at any time by giving sixty (60) days written notice to the other party without penalty and without limitation of its right to seek damages. City shall pay P3Works, within 30 days of such termination, all of P3Works' fees and expenses actually accrued or incurred to and including the date of termination, including any amount incurred or accrued in connection with work in progress.

ARTICLE V

GENERAL PROVISIONS

5.0 This Agreement supersedes any and all agreements, including any Original PID Administration Agreement, either oral or written, between the parties hereto with respect to rendering of services by P3Works for the City and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party of this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

5.1 This Agreement shall be administered and interpreted under the laws of the State of Texas. This Agreement shall not be construed for or against any party by reason of who drafted the provisions set forth herein. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall remain in full force and effect.

5.2 Neither this Agreement or any duties or obligations under this Agreement may be assigned by P3Works without the prior written consent of the City.

5.3 P3Works is a PID Administration firm, does not provide financial advice, and is not an Independent Registered Municipal Advisor under the SEC and MSRB Rules, therefore, P3Works will request an IRMA Exemption Letter if not already provided on the City's website, and then will provide to the City an IRMA Exemption Acceptance Letter in the general form attached as Exhibit B upon execution of the Agreement.

5.4 The waiver by either party of a breach or violation of any provision of this Agreement will not operate as or be construed to be a waiver of any subsequent breach thereof.

5.5 Upon acceptance or approval by City, all deliverables prepared or assembled by P3Works under this Agreement, and any other related documents or items shall be delivered to City, in hard copy and digital format for City use only. All digital data which contains algorithms, formulas, methodologies and related content provided to the City by the P3Works shall remain the property of the P3Works, and is provided as backup documentation to the deliverables, but shall not be released in digital format to any third-parties due to the proprietary nature of the intellectual data.

5.6 The City acknowledges P3Works' ownership of its software, programs, inventions, know-how, trade secrets, confidential knowledge, source code, or other proprietary information relating to products, processes, services, software, formulas, developmental or experimental work, business plans, financial information, or other subject matter ("Confidential Information") pertaining to the business of P3Works. This Agreement shall not in any way give rise to any requirement or obligation for P3Works to disclose or release any Confidential Information.

5.7 The headings and article titles of this Agreement are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part hereof.

5.8 Should either party commence any legal action or proceeding against the other based upon this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs.

5.9 All notices, requests, demands, and other communications which are required to be given under this agreement shall be in writing and shall be deemed to have been duly given upon the delivery by registered or certified mail, return receipt requested, postage prepaid thereon, as follows:

To P3Works:

Mary V. Petty
Managing Partner
P3Works, LLC
9284 Huntington Square, Ste. 100
North Richland Hills, Texas 76182

To City:

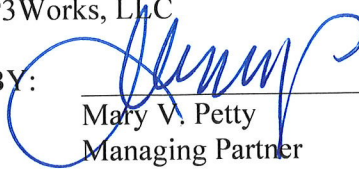
Tonya Roberts
City Administrator
City of Venus
700 W. US Highway 67
Venus, TX 76084

5.10 The parties hereby warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this Agreement. A facsimile signature on this Agreement shall be treated for all purposes as an original signature.

Executed on this _____ day of _____, 20__:

P3Works, LLC

BY:



Mary V. Petty
Managing Partner

City of Venus

BY:

Tonya Roberts
City Administrator

EXHIBIT A
SERVICES TO BE PROVIDED

PID FORMATION, SERVICE AND ASSESSMENT PLAN PREPARATION, AND BOND ISSUANCE SUPPORT SERVICES

Billed at P3Works' prevailing hourly rates, which are currently as follows:

<i>Title</i>	<i>Hourly Rate</i>
<i>Managing Partner</i>	<i>\$250</i>
<i>Vice President</i>	<i>\$185</i>
<i>Senior Associate</i>	<i>\$160</i>
<i>Associate</i>	<i>\$135</i>
<i>Administrative</i>	<i>\$100</i>

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel times will be billed at hourly rates.*

District Due Diligence and Preparation of PID Plan of Finance

1. P3Works will review project information and in conjunction with the City's Financial Advisor review a plan of finance for the proposed transaction, including
 - a) Assessed value schedules, value to lien analysis, and overall structuring to achieve City goals and objectives
 - b) Identify areas of risk with the City's Financial Advisor, and solutions to mitigate the risks,
 - c) Bond sizing and bond phasing by improvement area, if needed,
 - d) Sources and uses of funds by improvement area,
 - e) Debt service schedules, and;
 - f) Assessment allocation and associated estimated annual installment by lot type for each improvement area.

Preparation of Service and Assessment Plan

1. P3Works will prepare a complete and final Service and Assessment Plan to be adopted by City Council and included in the Official Statement for the Bonds, if issued, based on the Plan of Finance.
2. P3Works will present the Service and Assessment Plan to City Council and request approval of Assessment Roll.

Bond Issuance Support (If Bonds are Issued)

1. P3Works will ensure bond documents, including the PID financing agreement, bond indenture, and official statement are all consistent with the Service and Assessment Plan.
2. P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the preliminary official statement.

Participation in Presentations to City Council or other Public Forums

1. P3Works will prepare and present information as requested to the City Council or any other public forum.

BASIC DISTRICT ADMINISTRATION SERVICES

If no bonds are sold:

Monthly Fee = \$1,500 beginning the first of the month following execution of this Agreement for the first improvement area; and \$1,000 per month for each improvement area thereafter. (Proration will occur for any partial month if not begun on the 1st day of the month.)

If bonds are sold:

Monthly Fee amounts will be \$2,500 for the first improvement area beginning the first month following the issuance of bonds; and \$1,250 per month for each improvement area thereafter.

For PIDs that P3Works did not create: Monthly Collection Fees will not begin until the first Annual SAP Update is drafted by P3Works and approved by Council, therefore all work completed to that point will be billed hourly.

See Section below related to "Consulting Services Relating to Future Improvement Areas and related Bond Issuance" for hourly fees if bonds are contemplated.

Prepare Annual Service and Assessment Plan Update

1. If possible, obtain updated construction cost estimates (or actual costs for completed facilities) for District improvements, and update service and assessment plan text and tables.
2. Update service and assessment plan text and tables as necessary to account for any changes in development plan or land uses.
3. Update annual District assessment roll.
4. Identify parcel subdivisions, conveyance to owners' associations, changes in land use, and any other information relevant to the levy of special assessments.
5. Review maps of tax parcels to compile/audit list of parcels that are within the District for the upcoming bond year. Classify each parcel pursuant to the approved service and assessment plan.
6. Identify any parcels dedicated to any property types classified as exempt by the service and assessment plan.
7. Update District database with newly subdivided parcels and property type classifications.
8. Calculate annual special assessment for each parcel. Verify the sum of annual installments for all parcels in the District is sufficient to meet the annual debt service requirement, administration expenses, and any provisions for delinquency or prepayment reserves.
9. Calculate other funds available, such as reserve fund income, capitalized interest, and interest income. Reduce annual assessment based on findings according to approved service and assessment plan.
10. Present preliminary annual assessment roll to City. Upon approval by City, submit final annual assessment roll to County Tax Collector.

Administration of Bond Funds (if bonds are sold)

1. Review and summarize the account statements for the funds maintained by the trustee. Ensure annual special assessment calculation is compliant with Indenture as it relates to each fund.
2. Provide annual summary of all District accounts maintained by Trustee at the time the annual service and assessment plan update is performed.

Provide Public Information Request Support

1. If requested, P3Works will respond to any calls and or emails relating to the District. P3Works will only provide technical answers relating to the annual assessments or the District generally. P3Works will not provide any commentary on City policy relating to PIDs.
2. If the City receives a notice from a property owner alleging an error in the calculation of any matters related to the annual assessment roll for the District, P3Works will review and provide a written response to the City. If a calculation error occurred, P3Works will take corrective action as required to correct the error.

Delinquency Management

1. After the end of the annual assessment installment collection period, P3Works will prepare a delinquent special assessment report, which details which parcels are delinquent and the amount of delinquency.
2. P3Works will notify the City what action must be taken relating to delinquent parcels, if any, to remain in compliance with the District bond documents.

Website Setup

1. Prepare for the P3Works website database searchable by property tax ID for use by property owners, title companies, mortgage companies, or other interested parties. The search results will provide assessment information, including outstanding principal, annual installment amount, payment information, and a breakdown of the assessment installment by use (principal, interest, reserve fund accounts, administrations, etc.)
2. Prepare "District Information" page for website. Information will include a background of the District formation and bond issuance process, District boundary map, and description of improvements. In addition, P3Works will provide a link to District documents.

DISTRICT ADMINISTRATION SETUP SERVICES (Required for any existing PID not created by P3Works.)

\$7,500 One Time Lump Sum Fee

1. P3Works will review the full bond transcript and identify all requirements of the City relating to District administration and/or disclosure requirements.
2. Prepare written summary of all City administration and disclosure requirements.
3. Prepare calendar of all relevant dates and deadlines for District administration and disclosure requirements.
4. Meet with County Assessor's office to establish procedure for obtaining parcel information for assessment roll.
5. Meet with County Tax Office to establish procedure to include District assessment roll on property tax bill.
6. Meet with City representatives to finalize policies and procedures relating to District Administration.

ADDITIONAL DISTRICT ADMINISTRATION SERVICES

Billed at P3Works' prevailing hourly rates, which are currently as follows:

<i>Title</i>	<i>Hourly Rate</i>
<i>Managing Partner</i>	<i>\$250</i>
<i>Vice President</i>	<i>\$185</i>
<i>Senior Associate</i>	<i>\$160</i>
<i>Associate</i>	<i>\$135</i>
<i>Administrative</i>	<i>\$100</i>

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel will be billed at the hourly rates.*

Continuing Disclosure Services

1. P3Works will prepare the form of the annual report as required by the continuing disclosure agreements and work with the City and the Developer to complete.
2. P3Works will request from developer the reports due pursuant to the developer disclosure agreement and disseminate these reports pursuant to the disclosure agreement; including Seller's Disclosures.
3. Upon notification by any responsible party or if P3Works independently becomes aware of such knowledge, P3Works will prepare notices of material events covering the events enumerated in the disclosure agreements.
4. P3Works will coordinate with the Trustee to disseminate the annual reports, quarterly reports from the developer, and notice of significant events to the Municipal Securities Rulemaking Board (MSRB) and any other parties required in the continuing disclosure agreement.

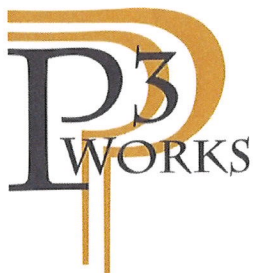
Developer Payment Request Administration

1. P3Works will review all developer payment requests to ensure the request complies with the PID Financing Agreement, the District service and assessment plan, and any other relevant provisions contained in the District documents.
2. P3Works will audit the developer payment request to ensure there is proper backup documentation and that the accounting is accurate.
3. P3Works will coordinate with the City's designated representative to ensure the improvements were built to the standards of the accepting governing body.
4. P3Works will ensure improvements to be dedicated are free and clear of all liens and encumbrances.

Consulting Services Relating to Future Improvement Areas and related Bond Issuance (to be paid from Developer funds advanced to City)

1. P3Works will update the Service and Assessment Plan to comply with Bond documents.
2. P3Works will prepare an updated Assessment Roll including the future Improvement Area
3. P3Works will coordinate with City's bond counsel, financial advisor, and the bond underwriter to ensure the Bonds and all related documents are in compliance with State Law.
4. P3Works will prepare any additional reports or analyses as needed to successfully issue the Bonds.

EXHIBIT B
IRMA EXEMPTION LETTER



P3Works, LLC.
9284 Huntington Sq.
Suite 100
North Richland Hills,
Texas 76182

Mary V. Petty
Managing Partner
+1.817.393-0353 Phone
Admin@P3-Works.com

December 15, 2021

Tonya Roberts
City Administrator
700 W. US Highway 67
Venus, TX 76084

RE: IRMA Exemption/Acceptance Letter

To Whom It May Concern:

We have received your written representation, dated _____, 20__, that the City of Venus (the "City") has engaged and is represented by _____, an independent registered Municipal Advisor ("IRMA"). In accordance with Section 15Ba1-1(d)(3)(vi) of the Securities Exchange Act of 1934 ("Securities Exchange Act"), we understand and intend for the City to rely on IRMA's advice in evaluating recommendations brought forward by P3Works, LLC that constitute "advice" as defined in the Securities Exchange Act ("IRMA Exemption").

Furthermore, P3Works, LLC has conducted reasonable due diligence and is confirming that to the best of our knowledge, the IRMA is independent from P3Works, LLC, that P3Works, LLC is not a municipal advisor and is not subject to the fiduciary duty to municipal entities that the Security and Exchange Act imposes on municipal advisors, and that P3Works, LLC has a reasonable basis for relying on the IRMA Exemption. We will advise you, in writing, if we become aware of any changes.

P3Works, LLC provides PID Administration as consult services to Cities and Counties.

As required by the relevant sections of the Securities Exchange Act regarding Municipal Advisors, we are informing your identified IRMA of these facts.

Mary V. Petty
Managing Partner
P3Works, LLC

Jon Snyder
Managing Partner
P3Works, LLC

ORDINANCE NO. 751-2022-02

A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VENUS, TEXAS, AMENDING THE CODE OF ORDINANCES, BY AMENDING CHAPTER 30 “TRAFFIC & VEHICLES”, ARTICLE III “PARKING”, SECTION 30-56 “PROHIBITED PARKING ON HIGHWAY 67” BY PROHIBITING PARKING ON THE SHOULDER OF A PORTION OF HIGHWAY 67; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, after discussion and deliberation, the Council has determined parking on portions of the shoulder of Highway 67 is a danger to travelers of the roadway, poses an unreasonable risk of serious injury or death to pedestrians and, consequently, should be prohibited on portions of Highway 67; and

WHEREAS, it is in the best interests of good government and the health, safety and welfare of the community to amend the Code of Ordinances.

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

SECTION 1. Chapter 30, “Traffic & Vehicles”, ARTICLE III. “Parking”, Section 30-56 “Prohibited Parking on Highway 67” is hereby repealed and replaced by a new Chapter 30, “Traffic & Vehicles”, ARTICLE III. “Parking”, Section 30-56 “Prohibited Parking on Highway 67” which shall read as follows:

“ ...

Chapter 30 Traffic & Vehicles

...

ARTICLE III. Parking

...

Sec. 30-56. - Prohibited parking on Highway 67.

- (a) To ensure the safety of the citizens, and to promote safer driving conditions along Highway 67, and as is authorized by the V.T.C.A., Transportation Code § 545.302(c)(2), vehicular parking shall be prohibited on both sides of Highway 67, also known as East Henderson Street, from one-quarter mile west of Hickory Street to one-quarter mile east of Main Street, also known as FM 157, in the city; and from

one-quarter mile east of Patriot Parkway; and also one-quarter mile west of Lone Star Avenue. Parking in this no parking zone shall include the shoulder, the highway right-of-way, and the roadway itself.

...”

SECTION 2. That all ordinances of the City of Venus, Texas in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Venus, Texas not in conflict with the provisions of this ordinance shall remain in full force and effect.

SECTION 3. If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 4. That this ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law in such cases provide.

SECTION 5. A violation of this ordinance That all recitals contained in this Ordinance are fully incorporated herein as if fully written.

PASSED AND APPROVED this 14th day of February 2022.

APPROVED:

By: _____
James L. Burgess, Mayor

ATTEST:

By: _____
Callie Green, City Secretary

CASH AND INVESTMENTS REPORT
QUARTER ENDED JUNE 30, 2021

Account Name	Beginning Bank Balance	Deposits	Withdrawals	Transfers	Interest	Ending Bank Balance	Rate	Collateralization	
								Interest Bearing	Non-Interest Bearing
Cash Accounts									
10-0122 HRA Account	\$ 3,853.65	\$ -	\$ (5,362.72)	\$ 18,139.08	\$ -	\$ 16,630.01			\$ 16,630.01
99-0100 Pooled Cash	672,432.18	1,095,136.26	(1,889,780.10)	279,169.82	-	156,958.16			156,958.16
Total Cash Accounts	676,285.83	1,095,136.26	(1,895,142.82)	297,308.90	-	173,588.17			
Money Market Accounts									
10-0102 General Fund Operating Savings	1,845,738.07	95,627.21	(287.02)	(120,000.00)	2,309.32	1,823,387.58	0.50%	\$ 1,823,387.58	
12-0106 Patriot/HH Force Main Escrow	1,307,309.56	50,007.88	(244,461.01)	-	773.83	1,113,630.26	0.25%	1,113,630.26	
30-0102 VCSDC Operating Account	195,050.19	-	-	60,846.91	73.20	255,970.30	0.15%	255,970.30	
55-0105 Bluestem Hills PID	40,753.03	15,558.25	(62.50)	-	19.69	56,268.47	0.15%	56,268.47	
60-0102 W/S Operating Savings	946,679.30	-	-	-	1,180.60	947,859.90	0.50%	947,859.90	
60-0104 W/S Debt I&S Savings	41,308.39	-	-	-	41.21	41,349.60	0.40%	41,349.60	
64-0102 2018 CO Bonds Savings	1,434,481.95	-	-	(207,675.17)	1,786.08	1,228,592.86	0.50%	1,228,592.86	
Total Money Market Accounts	5,811,320.49	161,193.34	(244,810.53)	(266,828.26)	6,183.93	5,467,058.97			
Certificates of Deposit*									
10-0137 CDARS-General Fund 12m	533,095.29	-	-	-	-	533,095.29	0.50%	533,095.29	
60-0105 CNB of Texas - W/S Fund1 6m	52,284.42	-	-	-	65.17	52,349.59	0.55%	52,349.59	
60-0105 CNB of Texas - W/S Fund2 6m	28,035.80	-	-	-	-	28,035.80	0.55%	28,035.80	
Total Certificates of Deposit	613,415.51	-	-	-	65.17	613,480.68			
Government Investment Pools									
10-0133 Texas Term General Fund	12,329.44	-	-	-	1.25	12,330.69	0.03%		
10-0134 TexPool General Operating Fund	1,506,237.99	-	-	-	69.99	1,506,307.98	0.03%	Total uninsured	5,580,539.65
11-0105 TexPool 2020 CO Bond Funds	4,144,704.51	-	-	(30,480.64)	191.29	4,114,415.16	0.03%		
30-0103 TexPool VCSDC Fund	77,086.39	-	-	-	3.47	77,089.86	0.03%	102% uninsured	5,692,150.44
60-0116 TexPool W/S Operating Fund	631,416.14	-	-	-	29.09	631,445.23	0.03%	Collateral	6,664,000.00
60-0117 TexPool 2002 Force Main Constr	344.53	-	-	-	-	344.53	0.03%	(Over) under collateral	\$ (971,849.56)
64-0105 TexPool 2018 CO Bond Funds	1,528.20	-	-	-	-	1,528.20	0.03%		
Total Government Investment Pools	6,373,647.20	-	-	(30,480.64)	295.09	6,343,461.65			
Total Cash and Investments	\$ 13,474,669.03	\$ 1,256,329.60	\$ (2,139,953.35)	\$ 0.00	\$ 6,544.19	\$ 12,597,589.47			

*Accrued interest as of June 30, 2021 was \$1,579.73.

^D This reports complies with the Public Funds Investment Act and Venus City policies for investments.

Finance Director: _____

**CASH AND INVESTMENTS BY FUND
QUARTER ENDED JUNE 30, 2021**

Fund/Account Name	Beginning Bank Balance	Deposits	Withdrawals	Transfers	Interest	Ending Bank Balance
GOVERNMENTAL FUNDS						
GENERAL FUND						
10-0100 Claim on Pooled Cash	\$ (382,233.85)	\$ 282,545.96	\$ (907,434.14)	\$ 101,860.92	\$ -	\$ (905,261.11)
10-1012 MM-General Operating Savings	1,845,738.07	95,627.21	(287.02)	(120,000.00)	2,309.32	1,823,387.58
10-0122 HRA Account	3,853.65	-	(5,362.72)	18,139.08	-	16,630.01
10-0133 Texas Term General Fund	12,329.44	-	-	-	1.25	12,330.69
10-0134 TexPool General Operating Fund	1,506,237.99	-	-	-	69.99	1,506,307.98
10-0137 CDARS - General Fund 12m	533,095.29	-	-	-	-	533,095.29
TOTAL GENERAL FUND	3,519,020.59	378,173.17	(913,083.88)	-	2,380.56	2,986,490.44
DEBT SERVICE FUND						
20-0100 Claim on Pooled Cash	78,455.34	7,670.64	-	-	-	86,125.98
TOTAL DEBT SERVICE FUND	78,455.34	7,670.64	-	-	-	86,125.98
VENUS COMM SERVICES DEV FUND						
30-0100 Claim on Pooled Cash	34,523.98	71,960.52	(44,338.39)	(60,846.91)	-	1,299.20
30-0102 VCSDC Money Market Account	195,050.19	-	-	60,846.91	73.20	255,970.30
30-0103 TexPool VCSDC Fund	77,086.39	-	-	-	3.47	77,089.86
TOTAL VENUS COMM SERV DEV FUND	306,660.56	71,960.52	(44,338.39)	-	76.67	334,359.36
COURT TECHNOLOGY FUND						
45-0100 Claim on Pooled Cash	-	493.20	(493.20)	-	-	-
TOTAL COURT TECHNOLOGY FUND	-	493.20	(493.20)	-	-	-
COURT SECURITY FUND						
46-0100 Claim on Pooled Cash	21,315.53	526.70	-	-	-	21,842.23
TOTAL COURT SECURITY FUND	21,315.53	526.70	-	-	-	21,842.23
TRUANCY PREVENTION FUND						
47-0100 Claim on Pooled Cash	1,489.40	419.90	-	-	-	1,909.30
TOTAL TRUANCY PREV FUND	1,489.40	419.90	-	-	-	1,909.30
STREET MAINTENANCE TAX FUNDS						
50-0100 Claim on Pooled Cash	69,882.47	35,980.26	(7,931.02)	-	-	97,931.71
TOTAL STREET MAINTENANCE TAX FUND	69,882.47	35,980.26	(7,931.02)	-	-	97,931.71
GF CAPITAL PROJECT FUNDS						
11-0100 Claim on Pooled Cash	(30,480.64)	-	(10,653.82)	30,480.64	-	(10,653.82)
11-0105 TexPool 2020 CO Bond Funds	4,144,704.51	-	-	(30,480.64)	191.29	4,114,415.16
51-0100 Claim on Pooled Cash	-	-	-	-	-	-
70-0100 Claim on Pooled Cash	-	-	(2,306.00)	11,108.28	-	8,802.28
TOTAL GF CAPITAL PROJECT FUNDS	4,114,223.87	-	(12,959.82)	11,108.28	191.29	4,112,563.62

Fund/Account Name	Beginning Bank Balance	Deposits	Withdrawals	Transfers	Interest	Ending Bank Balance
BLUESTEM HILLS PID						
55-0105 Cash in Bank	40,753.03	15,558.25	(62.50)	-	19.69	56,268.47
TOTAL BLUESTEM HILLS PID	40,753.03	15,558.25	(62.50)	-	19.69	56,268.47
BRAHMAN RANCH PID FUND						
56-0100 Claim on Pooled Cash	445,674.70	-	(50,162.00)	-	-	395,512.70
TOTAL BRAHMAN RANCH PID FUND	445,674.70	-	(50,162.00)	-	-	395,512.70
PATRIOT ESTATES PID FUND						
57-0100 Claim on Pooled Cash	33,926.56	-	(5,109.66)	-	-	28,816.90
TOTAL PATRIOT ESTATES PID FUND	33,926.56	-	(5,109.66)	-	-	28,816.90
JMJ DEVELOPMENTS						
58-0100 Claim on Pooled Cash	58,560.00	-	-	-	-	58,560.00
TOTAL MJM DEVELOPMENTS	58,560.00	-	-	-	-	58,560.00
TOTAL GOVERNMENTAL FUNDS	\$ 8,689,962.05	\$ 510,782.64	\$ (1,034,140.47)	\$ 11,108.28	\$ 2,668.21	\$ 8,180,380.71
BUSINESS-TYPE ACTIVITIES						
WATER/SEWER OPERATING FUND						
60-0100 Claim on Pooled Cash	346,005.61	695,539.08	(682,178.76)	-	-	359,365.93
60-0102 MM-W/S Savings Account	946,679.30	-	-	-	1,180.60	947,859.90
60-0105 CD CNB of Texas - W/S Fund1 6m	52,284.42	-	-	-	65.17	52,349.59
60-0105 CD CNB of Texas - W/S Fund2 6m	28,035.80	-	-	-	-	28,035.80
60-0116 TexPool W/S Operating Fund	631,416.14	-	-	-	29.09	631,445.23
60-0117 TexPool 2002 Force Main Constr	344.53	-	-	-	-	344.53
TOTAL WATER/SEWER OPERATING FUND	2,004,765.80	695,539.08	(682,178.76)	-	1,274.86	2,019,400.98
W/S DEBT SERVICE FUND						
60-0104 MM-W/S Debt I&S Account	41,308.39	-	-	-	41.21	41,349.60
TOTAL W/S DEBT SERVICE FUND	41,308.39	-	-	-	41.21	41,349.60
W/S CAPITAL PROJECTS FUND						
12-0100 Claim on Cash-LGI/HH Sewer Escrow	-	-	-	-	-	-
12-0106 LGI/HH Sewer Force Main Escrow	1,307,309.56	50,007.88	(244,461.01)	-	773.83	1,113,630.26
64-0100 Claim on Pooled Cash	(4,686.92)	-	(179,173.11)	196,566.89	-	12,706.86
64-0102 2018 MM CO Bond Account	1,434,481.95	-	-	(207,675.17)	1,786.08	1,228,592.86
64-0105 TexPool 2018 CO Bond Fund	1,528.20	-	-	-	-	1,528.20
TOTAL CAPITAL PROJECTS FUND	2,738,632.79	50,007.88	(423,634.12)	(11,108.28)	2,559.91	2,356,458.18
TOTAL BUSINESS-TYPE ACTIVITIES	\$ 4,784,706.98	\$ 745,546.96	\$ (1,105,812.88)	\$ (11,108.28)	\$ 3,875.98	\$ 4,417,208.76
TOTAL CASH AND INVESTMENTS	\$ 13,474,669.03	\$ 1,256,329.60	\$ (2,139,953.35)	\$ -	\$ 6,544.19	\$ 12,597,589.47

Fund/Account Name	Beginning Bank Balance	Deposits	Withdrawals	Transfers	Interest	Ending Bank Balance
99-0100 POOLED CASH ACCOUNT:						
10-0100 Claim on Cash-General Fund	\$ (382,233.85)	\$ 282,545.96	\$ (907,434.14)	\$ 101,860.92	\$ -	\$ (905,261.11)
11-0100 Claim on Cash-CPF 2020 Bonds	(30,480.64)		(10,653.82)	30,480.64	-	(10,653.82)
12-0100 Claim on Cash-LGI/HH Sewer Escrow	-		-	-	-	-
20-0100 Claim on Cash-Debt Service Fund	78,455.34	7,670.64	-	-	-	86,125.98
30-0100 Claim on Cash-VCSDC	34,523.98	71,960.52	(44,338.39)	(60,846.91)	-	1,299.20
40-0100 Claim on Cash-Grants Fund	-	-	-	-	-	-
45-0100 Claim on Cash-Court Technology Fund	-	493.20	(493.20)	-	-	-
46-0100 Claim on Cash-Court Security Fund	21,315.53	526.70	-	-	-	21,842.23
47-0100 Claim on Cash-Truancy Prevent Fund	1,489.40	419.90			-	1,909.30
50-0100 Claim on Cash-Street Tax Fund	69,882.47	35,980.26	(7,931.02)		-	97,931.71
51-0100 Claim on Cash-CPF Street Tax	-	-	-	-	-	-
56-0100 Claim on Cash-Brahman Ranch PID	445,674.70	-	(50,162.00)		-	395,512.70
57-0100 Claim on Cash-Patriot Estates PID	33,926.56	-	(5,109.66)		-	28,816.90
58-0100 Claim on Cash-JMJ Developments	58,560.00	-	-		-	58,560.00
60-0100 Claim on Cash-Water/Sewer Fund	346,005.61	695,539.08	(682,178.76)		-	359,365.93
64-0100 Claim on Cash-W/S 2018 Bonds	(4,686.92)	-	(179,173.11)	196,566.89	-	12,706.86
70-0100 Claim on Cash GF 2018 Bonds	-	-	(2,306.00)	11,108.28		8,802.28
Total 99-0100 Pooled Cash Account	\$ 672,432.18	\$ 1,095,136.26	\$ (1,889,780.10)	\$ 279,169.82	\$ -	\$ 156,958.16



**CONTRACT FOR PROVIDING FIRE
EXTINGUISHMENT AND EMERGENCY SERVICES
WITH A MUNICIPALITY**

**THE STATE OF TEXAS §
 §
COUNTY OF JOHNSON §**

This **CONTRACT FOR PROVIDING FIRE EXTINGUISHMENT AND OTHER EMERGENCY SERVICES** hereinafter called Contract, effective as of the 1st day of March, 2022 by and between **JOHNSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, hereinafter referred to as "DISTRICT", a political subdivision of the State of Texas organized and operating pursuant to the provisions of Section 48-e, Article III of the Texas Constitution and Chapter 775, Texas Health and Safety Code, hereinafter called the "Act", and the **CITY OF VENUS**, hereinafter called "Department", duly organized and operating under the laws of the State of Texas;

Witnesseth:

WHEREAS, the DISTRICT is a duly organized emergency services district and a political subdivision of the State of Texas created for the protection of life and property and to provide emergency services, with the full authority to carry out the objects of its creation, and to that end is authorized to enter into and perform any and all necessary contracts;

WHEREAS, pursuant to Section 775.031 of the Act, the DISTRICT has the authority to enter into contracts with others, whereby fire fighting facilities and fire extinguishment and emergency services may be available to the DISTRICT, upon such terms as the governing body of the DISTRICT shall determine;

WHEREAS, the DISTRICT desires to secure fire extinguishment and emergency services for a specified area of Johnson County, Texas, hereinafter referred to as Service Area, to preserve the property located within the DISTRICT, and to preserve and to protect the public health, safety and welfare of the citizens within the DISTRICT;

WHEREAS, the DISTRICT has determined that it is in the best interests of the residents and property owners of the DISTRICT to enter into a contract for fire extinguishment and other emergency services with the DEPARTMENT which is capable of providing same at levels acceptable to the DISTRICT;

WHEREAS, the DEPARTMENT currently provides for extinguishment and emergency services and is willing to furnish such facilities and provide such services to the Service Area for the consideration hereinafter provided; and

WHEREAS, the DEPARTMENT represents and warrants that it is in full compliance with any and all DISTRICT policies, and local, federal, and state law applicable to its operations and existence as a political subdivision and an emergency service organization in the State of Texas and any other applicable law related to it:

NOW THEREFORE, for and in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree with the others as follows:

ARTICLE I **DEFINITIONS**

Section 1.01 Findings of Fact – The DISTRICT and DEPARTMENT find that the facts and statements set forth in the preamble to this Contract are true and correct for all purposes.

Section 1.02 Definitions – The following terms shall have the respective meaning assigned to them in this **Article I** wherever they are used in this Contract.

ACT – Chapter 775, Texas Health and Safety Code, Section, as amended.

AUTOMATIC AID - Refers to pre-arranged outside assistance that responds on the first alarm to certain incidents that require minimum resources such as building fires. There is no special request for aid as it is automatic.

BREACH OF CONTRACT – Shall mean an act or circumstance by either party to this contract, which violates or results in the non-compliance with this Contract or any provision herein.

CONTRACT – This Contract and any and all amendments or supplements hereto.

CURRENT DISTRICT POLICIES – District policies in effect on the date the contract is signed by both parties, or current policies recommended by the Policy Development Committee of the DISTRICT.

DEPARTMENT – **THE FIRE DEPARTMENT** of the **CITY OF VENUS** is duly organized and existing under the laws of the United States and the State of Texas, and in full compliance at all times with same.

DISTRICT – **JOHNSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1**, A political subdivision of the State of Texas created and operating pursuant to Section 48-e of Article III of the Texas Constitution and the Act.

EMERGENCY – A circumstance of urgent necessity requiring the immediate action of a party in order to protect health, safety and welfare or property of the general public and commercial interests within the Service Area and outside or subject to mutual aid upon call of another municipality, fire department, emergency medical service or 911 network.

EMERGENCY SERVICES – As a minimum, those activities which are required for and related to the control and extinguishment of fires; and to those activities required for and related to providing service as a “First Responder Organization” as defined by Chapter 773, Texas Health and Safety Code or other applicable law, rule or regulation; other requests for assistance as dispatched by the DISTRICT from time-to-time, or standing by at a designated location, or on apparatus, or nearby in a state of readiness to perform these activities. This shall **not** be construed to in any way limit the ability of the DEPARTMENT to provide specialized services in addition to those required above.

FACILITIES – The fire fighting facilities and emergency equipment reasonably required to provide the fire extinguishment and emergency services to be rendered by the DEPARTMENT pursuant to this Contract.

MUTUAL AID - Generally referred to as an agreement between two or more departments to respond to formal requests for assistance under specific conditions. An on scene or responding primary department calls for assistance that has not been pre-arranged to be automatically dispatched on the initial assignment.

SERVICE AREA - The geographic boundaries of the DEPARTMENT as assigned by the DISTRICT and as such boundaries exist at present or may hereafter be amended. Compensation will be adjusted accordingly for any amended boundaries with negotiations between the DEPARTMENT and the DISTRICT to be based on the current formula. For purpose of reference, the current boundaries of the DEPARTMENT are described in Appendix “A,” attached hereto and incorporated herein for all purposes. The DISTRICT shall provide an up-to-date map of the DISTRICT and the DEPARTMENT’S Service Area with individual boxes to allow expedited response to emergencies.

Section 1.03 Construction of Terms. If appropriate, in this Contract, words of the singular number shall be considered to include plural, words of the plural shall be considered to include the singular, and words of the masculine, feminine, and neutral gender shall be considered to include other genders.

ARTICLE II

REPRESENTATIONS AND WARRANTIES

Section 2.01 District’s Representations – The DISTRICT represents that:

1. The DISTRICT is a duly constituted political subdivision of the State of Texas created and operating pursuant to Section 48-e of Article III of the Texas Constitution and the Act and has the authority to enter into this Contract and the transactions contemplated hereby and to carry out its obligations hereunder.
2. The DISTRICT is not in default under or in violation of the Constitution and/or laws of the State of Texas relevant to the consummation of the transactions contemplated by this contract and has authorized the execution and delivery of this Contract.

Section 2.02 Department's Representation and Warranties – The DEPARTMENT hereby makes the following representations and warranties as the basis for the undertakings on the part of the DEPARTMENT herein contained:

1. The DEPARTMENT, through the City, is validly existing and in good standing, and shall at all times remain so during the term of this Contract.
2. The DEPARTMENT, through the City, has full power and authority to execute and deliver this Contract and has, by proper action, duly authorized the execution and delivery of this Contract.
3. Neither the execution nor delivery of this Contract, the consummation of the transactions contemplated hereby nor the fulfillment of or compliance with the terms or conditions of this Contract conflicts with or results in a breach of terms, conditions or provisions of any restriction or any agreement or instrument to which the DEPARTMENT is now a party or by which it is bound, or results in the creation or imposition of any prohibited lien, charge or encumbrance whatsoever on any property or assets of the DEPARTMENT.
4. The DEPARTMENT shall provide the EMERGENCY SERVICES called for by this Contract, including, but not limited to, the fighting and extinguishment of fire and the provision of other emergency services to the Service Area, including, but not limited to, First Responder Emergency Medical Services. The Contract also recognizes the DEPARTMENT'S ability to provide and receive Mutual Aid, Automatic Aid, or other aid to/or from other emergency service organizations as deemed necessary by the DEPARTMENT or DISTRICT. The DISTRICT reserves the right to be informed of any mutual, automatic, or other aid agreements between the DEPARTMENT and agencies outside the DISTRICT contractors. EMERGENCY SERVICES shall be provided by the DEPARTMENT. The DEPARTMENT shall be required to respond to a minimum of 80% of the calls for assistance that it is dispatched to. A response shall be defined as notification made to dispatch by the department via radio, that personnel are enroute to the emergency with the appropriate equipment and apparatus within twelve minutes of "tone-out". If during any one-month time period, the DEPARTMENT is unable to respond to more than 20% of the calls for assistance in their jurisdiction, the DISTRICT shall review the response information; meet with the DEPARTMENT Fire Chief or representative and make recommendations to improve response capabilities. Beginning with the second month and for each additional month that the DEPARTMENT fails to respond to more than 20% of the calls for assistance in their jurisdiction, the DEPARTMENT's monthly payment amount shall be divided by the total number of calls dispatched for that month and payment made to the department(s) that were the primary responder on each call. Failure to meet the minimum response requirements for three (3) months of the contract period may result in termination of the Contract.
5. The DEPARTMENT warrants and represents that it shall comply faithfully with all provisions of the Act and all other local, state, or federal laws, rules, or regulations applicable to the DEPARTMENT and its duties under this

Contract, and further shall, throughout the term of this Contract, be in compliance with all properly adopted DEPARTMENT and DISTRICT policies currently in effect.

6. The DEPARTMENT shall participate in a recognized Training Program that is substantially equal to the Texas Commission on Fire Protection and or State Fireman's and Fire Marshal's Association testing and skills verifications.

7. The DEPARTMENT shall ensure that personnel have the following minimum training.

All personnel entering into IDLH atmosphere must have Live Fire Prerequisites (Formerly Intro Firefighter) Certification or greater, SCBA Part B and Live Burn Class taught by ESD personnel, personnel certified by the ESD, or other certified TCFP training facility; Personnel that already have Basic SFFMA or TCFP FF 1 certifications or greater are not required to attend the SCBA Part B and Live Burn class taught by the ESD but it is recommended.

6. All personnel responding on EMS calls shall have:

EMR Course Completion or (FRO certification prior to 2010 with continuous membership with a JCESD #1 Department, will be accepted),
or an Approved (by JCESD Medical Director) American Safety and Health Institute EMR certification or greater certification.
Shall have current CPR certification.
Shall have completed and passed current Medical Protocol Test and Skills Proficiency Test.
Proctors for testing shall be authorized by Medical Director.

All members shall adhere to the current DISTRICT Medical Director's emergency medical protocols.

*All personnel at the scene of an incident who are not qualified under part 7 above (ride-outs, observers, cadets, etc.) and Probationary Firefighters shall be clearly identified with distinctive, vests, helmets, or other methods

7. The DEPARTMENT warrants that the Fire Chief and Assistant Chief have the following certifications:

Head of Department (TCFP) or
Firefighter I Certification (TCFP or SFFMA) and
ICS – 100
IS – 700

8. The DEPARTMENT shall insure that at least 90% of all personnel participating in emergency operations have completed a minimum of 20 hours of ESD, SFFMA, State, or Federal training, for the previous 12-month

period beginning August 1 of the previous contract year and ending July 31st of the contract year.

Section 2.03 Joint Representations – No member of the DISTRICT or DEPARTMENT has any significant or conflicting interests, financial, employment or otherwise in the transactions contemplated hereby, other than as a resident or property owner of the DISTRICT, which has not been brought to the attention of all parties concerned. No member of the DEPARTMENT shall be an interested party or a party which benefits from any conduct of business by the DEPARTMENT or the DISTRICT which would present a conflict under the Texas nepotism laws or other state laws regarding competitive bidding or conflicts of interests. Should any member of the DEPARTMENT or any other responsible person believe a party or person governed by the Contract is violating this provision; the person with such belief shall have a right to require that the matter be discussed with the opposing party at an open meeting of the DISTRICT.

ARTICLE III **SERVICES TO BE PROVIDED**

Section 3.01 General – During the term of this Contract, the DEPARTMENT agrees to provide Emergency Services to the Service Area on a 24 hour per day basis seven days a week.

Section 3.02 Non-Exclusive Agreement – The DEPARTMENT hereby acknowledges and agrees that its primary responsibilities are to its assigned Service Area. However, in order to ensure to the greatest extent practical that there will be sufficient facilities and emergency resources available to the DISTRICT, the parties acknowledge that the DEPARTMENT may enter into Mutual Aid Agreements or other agreements with other non-DISTRICT emergency services organizations, fire departments, or municipalities in the area for provision of Emergency Services. The DISTRICT may also make agreements for service with other agencies or directly provide DISTRICT resources for the provision of emergency services in the Service Area.

Section 3.03 Approvals and Permits – The DEPARTMENT agrees to obtain all necessary licenses, permits, certifications and approvals, as the case may be, that are necessary from any governmental bodies or agencies having jurisdiction in connection therewith for the provision of Emergency Services to the Service Area as called for by this Contract or otherwise required by law. It is the DEPARTMENT'S sole responsibility to renew and maintain its status as a "First Responder Organization" as defined by Chapter 773, Texas Health and Safety Code. The DEPARTMENT'S failure to obtain and/or maintain said licenses will result in withholding of all payments by the DISTRICT to the DEPARTMENT until the problem is corrected as certified by the DISTRICT, or the DISTRICT may, at its sole discretion, terminate this Contract.

Section 3.04 Maintenance and Operation – The parties hereto agree that during the term of this Contract, the DISTRICT shall have **no** responsibility or liabilities whatsoever for operating, maintaining, repairing and ensuring any facilities by which Emergency Services are provided by the DEPARTMENT. Such responsibilities belong **solely** to the DEPARTMENT.

Section 3.05 Compliance with Governmental Requirements – The DEPARTMENT shall at all times conduct its activities in accordance with all current applicable statutes, laws, rules, and regulations and shall further obtain and maintain all permits, consents and certificates that are required by any governmental body or other entity with jurisdiction over the DEPARTMENT.

Section 3.06 Liaison – The Mayor or City Administrator or his/her duly authorized Fire representative, shall be the liaison with the DISTRICT.

Section 3.07 Independent Contractors: Personnel of Department – Notwithstanding anything in this Contract which may be construed to the contrary, the DEPARTMENT and all of its personnel, employees, members, volunteers or agents shall at all times be independent contractors and not employees, volunteers, members, agents, or representatives of the DISTRICT. The DEPARTMENT and its personnel shall at all times have the right to control the details of their work. By entering into this Contract, the DISTRICT and DEPARTMENT do not waive, nor shall it be deemed to waive, any rights, defenses or immunities either may have under any applicable federal or state statute, law, rule or regulation. Specifically citing Texas Government Code Section 791.006 (a-1), the parties agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Contract, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Contract is the responsibility of the individual party performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. The parties agree that the assignment of liability described in this Contract is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

Section 3.08 Automatic Aid – The DEPARTMENT agrees to respond to emergency incidents in other jurisdictions as dispatched to ensure that essential personnel and/or equipment shall be available. The DEPARTMENT further agrees to receive aid from other jurisdictions to ensure that adequate personnel and resources respond quickly to emergencies.

Section 3.09 ISO Rating – In order to accomplish a County-wide ISO rating improvement, the DEPARTMENT agrees that all of its apparatus are equipped in accordance with the latest adopted version of NFPA 1901 and shall have in place a program to annually:

- Test its full complement of hoses in accordance with NFPA 1961
- Test its full complement of ground ladders in accordance with NFPA 1932
- Test the pumps of its Class A Engines in accordance with NFPA 1911

ARTICLE IV **INSURANCE AND INDEMNIFICATION**

Section 4.01 Insurance – The DEPARTMENT or City thereof agrees to insure all its facilities and properties reasonably required to provide Emergency Services hereunder, against loss or damage of kinds usually insured against by entities similarly situated.

The insurance will be provided through the Texas Municipal League Risk Pool or with one or more reputable insurance companies in the minimum amount required by Texas Law for death, and bodily injury or property damage.

1. The DEPARTMENT agrees to carry public liability insurance with respect to the facilities through the Texas Municipal League Insurance Risk Pool or with one or more insurance companies licensed in the State of Texas in the minimum amount required by Texas Law for death, bodily injury or property damage.
2. The DEPARTMENT agrees to carry errors and omissions, general liability and other insurance necessary for its operations and for any and all risks that may be necessary in its operations as a Texas Non-Profit Corporation or an emergency services organization.
3. Each insurance policy provided for in this Contract shall be in the name of the DEPARTMENT or City as the named insured and the DISTRICT as an additional insured.
4. If said insurance is not provided the DEPARTMENT will be considered in breach of contract. All payments made by the DISTRICT to the DEPARTMENT shall cease until proof of insurance is provided as certified by the DISTRICT, or the DISTRICT may, at its discretion, terminate the Contract.

Section 4.02 Workers' Compensation Coverage – The DEPARTMENT shall maintain workers' compensation coverage for its employees, officers and volunteers related to or arising from the DEPARTMENT'S performance under this contract. The DEPARTMENT recognizes that the DISTRICT has no responsibility to furnish this coverage and DEPARTMENT waives any right to pursue the DISTRICT for liability regarding payments for this coverage or for liability regarding payments for claims filed against this coverage. If said insurance is not provided, the DEPARTMENT will be considered in breach of contract. All payments made by the DISTRICT to the DEPARTMENT shall cease until proof of insurance is provided as certified by the DISTRICT, or the DISTRICT may, at its discretion, terminate the Contract without recourse.

Section 4.03 Indemnification – To the fullest extent allowed by law, the DEPARTMENT shall indemnify and hold the DISTRICT, as well as its commissioners, officials, agents, volunteers, representatives, and employees, harmless from any and all claims of any type, including negligence, and all attorney's fees and related costs, made on account of any loss through personal injuries, deaths, or property damages, arising directly or indirectly out of the sole or concurrent negligence, or the sole or concurrent intentional acts or omissions of the DEPARTMENT or its contractors, officials, agents, employees, volunteers, subcontractors, or representatives, in performing the services required under this Contract, except where the DISTRICT is concurrently negligent or has committed concurrent intentional acts or omissions. The DISTRICT shall indemnify and hold the DEPARTMENT, as well as its governing body, officials, agents, volunteers, and employees, harmless from any and all claims of any type, including negligence, and all attorney's fees and related costs, made on account of any loss through personal injuries, deaths, or property damages, arising directly or indirectly out of the sole or concurrent negligence, or the sole or concurrent intentional acts or omissions of the

DISTRICT or its commissioners, officials, agents, employees, volunteers, contractors, subcontractors, or representatives in performing under this Agreement, except where the DEPARTMENT is concurrently negligent or has committed concurrent intentional acts or omissions. It is expressly understood and agreed that, in the execution of this Contract, neither DISTRICT or DEPARTMENT waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against any claims by third parties arising in the exercise of its governmental powers or other powers or functions or pursuant to the Texas Tort Claims Act or other applicable statute, law, rule, or regulation, including, but not limited to sovereign or official immunity. In accordance with Texas Government Code, Section 791.006 regarding assignment of civil liability, and except as otherwise provided by applicable law, including, but not limited to, regulations regarding workers compensation insurance, each party hereto shall be responsible for injuries or death to its employees and volunteers while performing services under this Agreement. The DEPARTMENT or DISTRICT shall not be liable for benefits or any other compensation for injuries or death of the other party's employees or volunteers while performing services under this Agreement. An employee or volunteer shall be deemed to be performing services when en route to, en route from, or at the scene of a call or emergency. Specifically citing Texas Government Code Section 791.006 (a-1), the DISTRICT and DEPARTMENT agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Agreement is the responsibility of the individual DEPARTMENT or DISTRICT performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. The DEPARTMENT and DISTRICT agree that the assignment of liability described in this Section is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

ARTICLE V

PAYMENTS BY DISTRICT

Section 5.01 Methods of obtaining Funds from the District –

1. Payment for Services – The length of this Contract will be from March 1, 2022 through September 30, 2022. After meeting its obligations for operating expense, debt service and establishment of a reserve fund, and other costs and expenses as determined by the DISTRICT, the DISTRICT shall annually compensate the DEPARTMENT for the services provided by the DEPARTMENT in the amount of \$86,120.19 will be payable in monthly installments on or before the 25th of each month. All funds to be provided hereunder shall be from current funds only, and the DISTRICT reserves the right to withhold any payment or appropriation of the above amount if the DEPARTMENT is in breach of this Contract and reserves its right of non-appropriation.
2. The DEPARTMENT may be eligible to receive additional funding through the District's Incentive Program (Appendix B).

3. Advance Funding – As unbudgeted or emergency needs arise; the DEPARTMENT may submit a proposal in writing to the DISTRICT for advance funding. The proposal shall itemize the proposed expenses, but final approval of the proposal shall be decided by the DISTRICT on the basis of need and available funds.
4. Pursuant to Section 775.073, Texas Health & Safety Code, and other applicable law, it is understood and agreed by the parties that any funds allocated by the DISTRICT to the DEPARTMENT are for maintenance and operation expenses only in the provision of the Fire and EMS Services set forth herein, and the DEPARTMENT, unless otherwise agreed to by the parties hereto in writing, shall not use any DISTRICT Funds for the purchase, lease, or acquisition of any real or personal property, and any real or personal property of the DEPARTMENT shall remain the sole property of the DEPARTMENT unless District funds are used to purchase, lease, or otherwise acquire real or personal property. The parties further agree that the DEPARTMENT does not have any ownership interest in the real and personal property of the DEPARTMENT, except for that real or personal property purchased with DISTRICT Funds. The DISTRICT payments under this Agreement do not create an ownership interest in the real and personal property of the DEPARTMENT, unless such DISTRICT Funds are used in contravention of this provision and applicable law, and DISTRICT Funds are used to purchase such real or personal property.

5.02 **Radio User Fees** the DISTRICT will pay radio user fees for up to fourteen (14) radios for the DEPARTMENT. Any user fees above fourteen (14) for the DEPARTMENT shall be solely the responsibility of the DEPARTMENT. Payment of radio use fees in excess of fourteen (14) per DEPARTMENT will be in reduction of the DISTRICT'S contractual payments hereunder for Emergency Services provided by the DEPARTMENT, unless otherwise paid for by the DEPARTMENT with proof of payment submitted by the DEPARTMENT to the DISTRICT. The 2021-22 radio user fee is set at \$22.66 per radio per month, or \$271.92 annually, and any other fees or amounts will be borne by the DEPARTMENT as set follows: for 14 radios or less, the DISTRICT pays the radio user fees, and for each additional radio, DEPARTMENT shall pay \$271.92 per radio per year as set forth herein.

ARTICLE VI

ASSIGNMENT AND MODIFICATION

This Contract shall not be assignable by the DEPARTMENT, in whole or in part without obtaining the prior **written** consent of the DISTRICT. Further, this Contract may be modified only upon the prior **written** consent of the parties. Notwithstanding the foregoing, in the event that any city that has any area within its corporate or extra territorial jurisdiction included within the DISTRICT'S territory, notifies the DISTRICT of the exclusion of an area from the DISTRICT'S territory, pursuant to the Act, and if such event causes a change in the Service Area, or scope of Emergency Services to be rendered hereunder, the parties agree that the Contract shall be amended so that the payments may be adjusted accordingly. The DISTRICT reserves the right to terminate this Contract or reduce, expand, modify or otherwise change or terminate the Service Area of the DEPARTMENT as may be necessary for the protection of its citizens or if the DEPARTMENT breaches any provision of this Contract. It is understood and agreed

between the parties that the DISTRICT may not expand the Service Area of the DEPARTMENT without the DEPARTMENT'S approval.

ARTICLE VII MISCELLANEOUS

Section 7.01 Compliance with Applicable Regulations – The DEPARTMENT shall observe and comply, where applicable, with all Federal, State, County, DISTRICT, and City laws, rules, ordinances, regulations, and policies in any manner affecting the conduct and provision of the Emergency Services herein provided and the performance of all obligations undertaken by the DEPARTMENT under this Contract.

Section 7.02 Inspection of Equipment - The District or its agent has the right to inspect the equipment and/or pertinent records of the DEPARTMENT. The parties acknowledge that the nature of the DEPARTMENT'S equipment and/or record keeping determines the consideration paid under this Agreement. In the event that the proper records are not available, the procedures or penalties stated in the corresponding portions of this contract will be followed. In the event that the inspection reveals that the equipment is not in operating condition the DEPARTMENT will authorize a re-inspection by the DISTRICT within fifteen (15) days. In the event the equipment is not in operating condition during the re-inspection, all payments by the DISTRICT to the DEPARTMENT may cease until the issue is corrected as certified by the DISTRICT, or the DISTRICT may, at its sole discretion, terminate this Contract.

Section 7.02 A. Out of Service Apparatus and Equipment – The DEPARTMENT shall notify Fire Dispatch when an apparatus or special equipment is out of service for more than twenty-four (24) hours. Fire Dispatch will then notify the Executive Director for the ESD. When the apparatus or special equipment is put back in service the DEPARTMENT will notify Fire Dispatch.

Section 7.03 Reports and Other Information –

1. The DISTRICT shall purchase one license for the current electronic Record Management System (RMS) software for each DEPARTMENT.
2. The DEPARTMENT shall maintain accurate, up to date records in RMS for personnel, apparatus, training, and incidents.
3. The DEPARTMENT shall complete a basic incident report in RMS within 3 days of the completion of each of the DEPARTMENT's emergency responses. Reports shall be a complete, thorough, accurate description of actions taken by the Department's personnel and shall include an appropriate narrative(s) section.
4. By the tenth of each month, the DEPARTMENT shall submit to TxFIRS via the RMS, the previous month's incident reports.
5. All Training activities of the DEPARTMENT must be entered into RMS by the end of the month the activity occurred.
6. The DEPARTMENT must provide the DISTRICT access to its Incident Report, personnel rosters, and Training modules for the purpose of running statistical reports, quality control checks and qualification for any incentives and/or other such functions as determined by the DISTRICT. If access by the DISTRICT is denied or the proper records are not entered on time all payments made by the DISTRICT to the DEPARTMENT shall

cease until proper reports are entered, or the DISTRICT may, at its discretion, terminate the Contract under the terms of section 7.07.

7. The DEPARTMENT shall submit to the DISTRICT, upon request, the contracting cities most recently completed audit for fiscal year. The DISTRICT agrees to send an email verifying the receipt of the report.

Section 7.04 Badge Identification- Each DEPARTMENT shall insure that each of its members has a current identification card provided by the DISTRICT. Each member of the DEPARTMENT is required to have in their possession the DISTRICT identification card anytime they are performing their duties for their DEPARTMENT. The card is to be used for identification and verification of training levels for each individual. Upon request from a citizen, Incident Commander (or his/her designee), or Medical Director (or his/her designee), or DISTRICT representative, the individual shall produce the ID card for verification. Each DEPARTMENT is responsible to make arrangements with the DISTRICT to have new member's cards made, lost cards replaced, and return cards of members that are no longer with the DEPARTMENT.

Section 7.05 Term of Contract – This Contract shall be for a period of seven (7) months commencing on the 1st day of March 2022 and ending at 12:00 midnight on September 30, 2022. It is understood by the DEPARTMENT and DISTRICT that the DISTRICT shall prepare a new contract so that it may be signed on or before October 1, 2022.

Section 7.06 Termination of Contract by Mutual Agreement – This Contract may be terminated before the end of its term by mutual written agreement, by non-appropriation or non-payment of funds by the DISTRICT, or as otherwise allowed hereunder. If either party elects to terminate this agreement, a 30-day written notice must be submitted to the other party for the notification of the intent to terminate said agreement. A 30-day written notice of non-renewal is also required prior to end of contract year. If the Contract is terminated for any reason by either party, the DEPARTMENT understands that it will no longer receive compensation for services that are no longer provided under contractual obligation.

Section 7.07 Termination of Contract for Breach – This Contract may be terminated by either party due to the other party committing a "Breach of Contract" as the same is defined in Section 1.02 herein which remains uncured for 30 days following written notice as provided herein. Termination under this section will require formal notice from the non-breaching party in the manner provided in Section 7.08 hereof. The notice shall state clearly the reason for the party claiming Breach of Contract, the ground therefore with specific reference to the section and language in the Contract allegedly breached, and the method or circumstance which will, in the reasonable opinion of the non-breaching party, (a) provide cure of the breach, or (b) show to the satisfaction of the non-breaching party that no breach has occurred.

In the event that the Party alleged to have breached the Contract fails to reasonably satisfy the non-breaching Party that no "Breach of Contract" has occurred or that a cure of such Breach of Contract has been reasonable accomplished, the Party claiming the breach shall provide to the other Party written notice of termination of the Contract in the manner provided in Section 7.08 hereof.

If the Parties shall remain in dispute as to the reasonableness of the grounds asserted as an alleged Breach of Contract or the reasonableness of the cure thereof, the issue of whether the Contract was breached may be determined by mediation, with the selection of a mediator being mutually agreed upon by the DISTRICT and the DEPARTMENT.

Section 7.08 Rights on Termination – To the extent permitted by law, upon termination of the Contract, all rights and obligations of the Parties accruing prior to the date of termination shall remain in full force and effect, including without limitation the distribution of Payments by the DISTRICT, as provided by Article V hereof, pro rata to the date of termination, subject to appropriation by the DISTRICT.

Section 7.09 Notices – All notices, certificates, or other communications hereunder shall be sufficiently given or shall be deemed given when delivered by regular mail, or sent by proven facsimile or by e-mail or in the case of notice of breach of contract, by certified mail, return receipt requested, addressed as follows:

If to the **DISTRICT**:

JOHNSON COUNTY EMERGENCY SERVICES DISTRICT NO.1
2451 Service Dr.
Cleburne, TX 76033

If to the **DEPARTMENT**:

City of Venus Fire Department
700 West US-67
Venus, Texas 76084

The DISTRICT or the DEPARTMENT may by notice hereunder designate any further or different address to which subsequent notices, certificates or other communications shall be sent.

Section 7.10 Binding Effect – This Contract shall insure to the benefit of and shall be binding upon the DISTRICT and the DEPARTMENT, and their respective successors and assigns.

Section 7.11 Severability – In the event any provision of this Contract shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision thereof, unless the provision invalidated should invalidate a material obligation of either party.

Section 7.12 Execution and Counterpart – This Contract may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one in the same instrument.

Section 7.13 Captions – The captions or heading in this Contract are for convenience only and in no way define, limit or otherwise describe the scope or intent of any provision or section of the Contract.

Section 7.14 Status of Parties Relationship – Nothing in this Contract shall be construed to make either party the partner or joint venture of or with the other party. It is

further agreed that in the performance of all obligations undertaken by this Contract, the DEPARTMENT is an independent contractor with the right to supervise, manage, control and direct the performance of Emergency Services in accordance with DISTRICT, state and federal statutes, laws, rules, policies and regulations. By entering into this Contract, the DISTRICT does not waive, nor shall it be deemed to waive any rights, defenses, or immunities it may have under any applicable federal or state statute, law, rule or regulation. Any rights that the DEPARTMENT may have under this Contract may not be assigned without the express written permission of the DISTRICT.

Section 7.15 Governing Law – The validity, interpretation of the provisions of this Contract shall be governed by the laws of the State of Texas. Pursuant to Chapter 791, Texas Government Code, and other applicable law, any funds required hereunder to be expended by either party shall be from current revenues.

Section 7.16 Enforcement – In enforcing the performance of the provisions of this Contract all parties shall have the right to the exercise of all procedures available under applicable law or equity. No waiver of any breach or default of any provision of this Contract shall be deemed a waiver of any subsequent waiver or default. This Contract is executed in Johnson County, Texas, and venue over any action relating to any provision of this Contract shall be exclusively in Johnson County, Texas. This Agreement shall be governed by the laws of the State of Texas. If the DISTRICT or DEPARTMENT is a prevailing party in any litigation or other action brought under this Contract or otherwise, the prevailing party shall be entitled to recover all costs of court and expenses, including reasonable attorney's fees, incurred therein. In addition to any remedies the DISTRICT may have at law or in equity or its right of non-appropriation, if the DEPARTMENT is in breach or violation of any provision of this Contract or any federal, state, local, or DISTRICT statute, law, rule, regulation, policy, or procedure, the DISTRICT may, without limiting its remedies, terminate this agreement, withhold funds from the DEPARTMENT, or take any other reasonable action the DISTRICT deems appropriate under the circumstances then existing.

Section 7.17 Force Majeure – To the extent that any party to this Contract shall be wholly or partially prevented from the performance within the period specified of any obligation or duty placed on such party by any reason of or through strikes, stoppage of labor, riot, flood, failure of utilities, public water supply, invasions, insurrections, the order of any court, judge, or civil authority, or of act of God, then, in such event, the time for the performance of such obligation or duty shall be suspended until such inability to perform is removed.

Section 7.18 Defined Terms – The defined terms in this Contract shall have the meanings as defined herein whether or not the term appears in all capitalized letters or in upper and lower-case letters.

Section 7.19 Communications – The main form of daily communications between the DISTRICT and the DEPARTMENT shall be via e-mail. It is the responsibility of both parties to immediately inform the other of any changes to agency contact information.

Contract Affidavit

In witness thereof, the DISTRICT and the DEPARTMENT or CITY thereof have caused this Contract to be executed in their respective names and attested by the duly authorized officers, all effective as of the date first move written.

Signed this _____ day of _____, 2022.

JOHNSON COUNTY EMERGENCY SERVICES DISTRICT NO. 1
2451 Service Drive
Cleburne, TX 76033

By: _____
Gerald Miller, President

Sworn and subscribed to me this _____ Day of _____, 2022.

SEAL

Notary Public, State of Texas

ATTEST:

BY: _____
Phil Williams, Secretary

Sworn and subscribed to me this _____ Day of _____, 2022.

Notary Public, State of Texas

SEAL

Contract Affidavit

In witness thereof, the DISTRICT and the DEPARTMENT or CITY thereof have caused this Contract to be executed in their respective names and attested by the duly authorized officers, all effective as of the date first move written.

Signed this _____ Day of _____, 2022.

CITY OF VENUS FIRE DEPARTMENT
700 West US-67
Venus, Texas 76084

BY: _____
Mayor or other Authorized Representative

Printed Name

Sworn and subscribed to me this _____ Day of _____, 2022.

Notary Public, State of Texas

SEAL

ATTEST:

BY: _____
City Secretary

Printed Name

Sworn and subscribed to me this _____ Day of _____, 2022.

Notary Public, State of Texas

SEAL





Johnson County ESD No.1

2451 Service Drive
Cleburne, Texas 76033

APPENDIX B

FY2021-2022 Incentives Available To Service Providers that make 40 or more calls for prior contracted year.

All Incentive Programs are dependent on available funding and may be modified or discontinued by the Board at any time.

Service Incentives

Monthly Incentive Allotment to be determined with 2021-2022 Budget.

JCESD Budget request of \$250,000.00, INCREASE OF \$70,000.00

The Service Incentive is a mechanism to encourage and motivate a higher level of call response. As JCESD service providers, many fire departments have difficulty covering 100% of their call-load on a 24/7 consistent basis. This Incentive will provide additional funds to the contracting departments that achieve a certain percentage of their call-load. Incentive will be on a MONTHLY basis. Incentive will start over each MONTH.

Monthly Incentive Allotment to be determined with 2021-2022 Budget.

Contractual Did Not Respond (CDNR) – in accordance with JCESD – SOP 504.0 - For Incentive purposes, a monthly average response time must be LESS than Twelve (12) minutes

MONTHLY Payment – Based on contracted Fire Department’s response percentage for that month.

100% = 100%

99% = 99%

98% = 98%

97% = 97%

96% = 96%

95% = 95%

Etc.... to 80%, below 80% will result in zero incentive pay for month.

Incentive payments earned will be included with the contract payment immediately following. October 2021 payment will be from September 2021 run information.

DNR’s will follow Johnson County ESD # 1 policy 504.0 – DNR

Grant Match Consideration for EQUIPMENT and TRAINING ONLY

JCESD request \$75,000.00 reserve fund to be established

This Incentive is meant to encourage JCESD Contracted Fire departments to apply for grants to acquire equipment or training needs. The ESD will consider covering a portion of matching funds for grant, (25% not exceed \$5,000.00). **Fire Departments will only be eligible for this assistance once during a fiscal year. Reimbursement request with appropriate paperwork must be received and approved by Fire Commissioners by August 31, 2022.**

To access this incentive from the JCESD a department must:

- Successfully apply and receive the grant
- Match the department portion of the expenditure
- Receive the equipment/services
- Provide copies of the cancelled checks for the matching portion
- Provide copies of the successful grant letter
- Provide quotes/receipts for equipment/services purchased
- Make presentation of departmental request to the ESD Board at a Regular Meeting
 - presentation should include justification and benefit to the department and the ESD

ISO Testing Reimbursement

JCESD request \$45,000.00 reserve fund to be established

The ESD will reimburse Contracted Fire departments for ISO Annual testing of Pumps, Hose and Ladders a maximum of \$3,000.00 per Fire department. Within 60 days, a copy of invoice and proof of payment will be required for reimbursement from JCESD. **Reimbursement request with appropriate paperwork must be received and approved by Fire Commissioners by August 31, 2022.**

FD Emergency Repair

JCESD request \$75,000.00 reserve fund to be established

In the event of catastrophic loss or large repair bill, a JCESD Contracted Fire department may submit a request for financial assistance (up to 25%, not to exceed \$5,000.00 dollars) to prevent sustained loss of equipment. Examples to utilize this incentive include aid to a department that loses an engine, drive-train, transmission, pump, or another large-ticket repair item. **Fire Departments will only be eligible for this assistance once during a fiscal year. Reimbursement request with appropriate paperwork must be received and approved by Fire Commissioners by August 31, 2022.**

The department experiencing the loss/repair costs should submit a letter of request to the ESD Board for reimbursement and present it at a Regular Scheduled ESD Meeting. The letter should include:

1. Nature of the damage, loss or repair necessary
2. Written documentation on what caused the need for repair
3. Written documentation plan on how to prevent damage/loss in future
4. How the department will be adversely affected without the equipment
5. How the department will not be able to fulfill its contractual obligation as a service provider for the ESD without the repair/replacement
6. The approximate costs for the repair/replacement
7. Timeline and plan for verification to ESD of work performed
8. Name and Address of Department
9. Contact information for department member in charge of the project

Training Division Tuition Grant program

Tuition will be waived for members of JCESD Contracted Fire departments for approved courses per contract offered by Training Division upon approval by the Executive Director. Departments must submit a Tuition Waiver form. Upon approval ESD staff will coordinate with Training Division to enroll the approved member(s) into the course(s). This grant is on a first come first served basis until the grant funds are expended for the current year.



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

CITY VEHICLE POLICY

Driver Safety & Vehicle Operation

1. The City defines a vehicle as any passenger car, truck, motorized equipment (see following section), or similar type as defined by the Texas Motor Vehicle Law which is owned, leased, rented, or otherwise under the care, custody, or control of the City of Venus, including police and fire vehicles.
2. Motorized equipment includes, but is not limited to golf carts, backhoes, bulldozers, mowers, tractors, loaders, graders, and similar equipment.
3. To operate any City vehicle, or any other motor vehicle in the course of City business, an employee must:
 - a Have a valid Texas operator's license for the class of vehicle to be driven;
 - b Have a record of no more than three moving violations and/or chargeable accidents within a 24-month period;
 - c Have no record of DWI or DUI convictions in the preceding 24-month period;
 - d Be at least 18 years old; and
 - e Be otherwise qualified under federal and state regulations to drive the vehicle in question.
 - f If a question arises regarding driving ability, comply with requirements outlined in the City of Venus Employee Handbook, **Section** ----- **Fitness for Duty**.
4. Driving records of employees who operate motor vehicles in the course of City business will be examined on an annual basis by Human Resources.
5. Acceptable Driving Record: Applicants and/or Employees shall not have 10 or more points on their driving record (obtained through a State issued MVR) within a 24-month period to operate City vehicles or personal vehicles on City business. Multiple violations from the same incident will be counted as highest singular violation (not stacked or cumulative). Points are assigned as stated below:



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

Violation	Points Assigned
License suspension/revocation	10
DUI or DWI	10
Endangering the lives of others involving use of motor vehicle	4
Racing, reckless, negligent, or careless driving	4
Any speeding violation	3
Any chargeable bodily injury or property damage accident	3
Any standard moving violation: stop, failure to signal, following to close	2
<i>Points are only recorded in the case of a conviction, guilty plea, or any adjudication other than guilty. If the defendant is found not guilty of a violation, no points will be recorded. Failure to maintain an acceptable driving record per policy will result in a voluntary resignation of employment due to the inability to perform the driving duties of the job.</i>	

6. Driver Training: Supervisors shall arrange for employees who drive a city vehicle or their own vehicles to conduct City related travel/work to attend a Defensive Driving Course (no less than every three years). Additionally, supervisors may require drivers who demonstrate questionable driving capabilities, habits or are involved in a preventable accident to attend driver training.
7. Citations: Employees are responsible for paying any violation(s) fines out of the employee's personal funds for traffic citations received while operating a City vehicle.
8. Employees who operate motor vehicles in the course and scope of their employment must notify their supervisor:
 - a When their driver's license becomes invalid or suspended for any reason. Such employees will immediately be prohibited from operating any vehicles on City business.
 - b Immediately during regular working hours (or by the next working day if after hours) when any ticket or citation for any moving violation of state law or a local ordinance is received. This notice must be in writing and include:



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

1. Driver's full name and license number;
 2. Date of the incident;
 3. Nature of the violation;
 4. Whether or not the violation was committed in a commercial vehicle; and
 5. Location of the offense.
9. An employee shall operate any vehicle used for City business in a careful and prudent manner and shall obey the laws, policies, regulations, and procedures of the state, City, and any political subdivision pertaining to such operation. An employee's operation of a vehicle shall, always, set a proper example for other persons.
10. Requirements for Use of Personal Vehicles on City Business: Any employee using a personal vehicle on City business shall be required to maintain auto liability insurance of at least the minimum required by state law.
11. As required by law, passenger restraint systems must be worn by the driver and passenger when a vehicle is in operation. The driver is responsible for ensuring compliance by all occupants. If the restraint system is inoperable, the vehicle cannot be used until it is repaired.
12. Department Pool Vehicles: Employees are encouraged to use "pool" vehicles in lieu of personal vehicles while on company business. Only authorized employees may operate pool vehicles. If an employee is not sure if they are eligible to operate a vehicle, it is their responsibility to verify their eligibility with Human Resources, or their supervisor, prior to use.
- Pool vehicles may be checked out by the Department Fleet Representative.
 - The vehicles must be signed in and out by the responsible party, or their designee:
 1. If the person checking the vehicle out is not going to be the driver, the driver must be listed on the checkout form.
 2. The date and time the keys are picked up and returned must be recorded.
 3. The overall mileage, fuel tank, and condition of vehicle must be recorded before and after each use.
 4. The driver must evaluate the general condition of the vehicle before each use (i.e., tire condition, body damage, lights and signals are functional, etc.)
 5. If the driver identifies any issues, they are to return the keys immediately and report the issue.



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

- Authorization to Ride in City vehicles: Only city employees are authorized to ride in city vehicles. No unauthorized passengers will be allowed to ride in City vehicles including family members or friends.
- Stickers, Decals and/or emblems: No unauthorized stickers, decals or emblems will be placed on City vehicles or equipment. Authorized identification decals and/or emblems shall be placed on the vehicles and equipment in a consistent manner.
- The use of all tobacco products, including smokeless and e-cigarettes, is prohibited while operating and /or being a passenger in a City owned vehicle.
- Driver eligibility lists are maintained by the Human Resource department, and when requested, can be provided to department leadership. A driver evaluation form must be completed prior to an employee operating a City vehicle. If an employee transfers from a non-driving position to a driving position, a driver evaluation must be completed. Authorization to operate a City vehicle is given by the Human Resources department. Once authorized, the employee will be added to the eligibility list.
- Maintenance and Repairs: Vehicle operators will report any needed repairs, maintenance, or other condition requiring fleet service work. In order to maintain a safe fleet, departments will adhere to the fleet maintenance schedule for all assigned and/or pool vehicles.
- Exceptions and Grandfather Clause: Employees hired before the implementation of this policy who would become immediately ineligible to operate City vehicles under it may be grandfathered if they did not become ineligible due to a serious (10 point) violation. If an employee did commit a serious violation, the following procedures will be followed:
 - a The employee may immediately be removed from their position if its primary functions involve operation of City vehicles and be reassigned to a non-driving position, if feasible. Reassignments must be reviewed and approved by the City administrator and the Mayor.
 - b Decisions on reassignment will be handled on a case-by-case basis and involve review of the employee's work history, overall driving record, and safety record.
 - c A reassigned employee will receive payment based on the classification of their new position immediately after the reassignment.
 - d If the employee cannot be reassigned, he/she will be separated from employment within thirty (30) days from when the employee was determined to be ineligible for his/her position.



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

If the employee continues within the City in any position, driving checks on the employee will continue normally as described in this policy. Grandfathered employees will be considered as starting with a clean record immediately upon implementation of the policy. Together, the City administrator and the Mayor has the authority to grant exceptions to this policy.

Take Home Vehicles

Take home vehicles are subject to the Driver Safety & Vehicle Operations section, as referenced in the previous section.

A. Eligibility Criteria

1. Responds to emergency calls from home, is on call-back or stand-by status, and/or is called back frequently.
 - a. Frequently is defined as; having to respond to off-duty at least 20% of their off-duty time and only applies to the police department and fire department, with exceptions of the Police Chief and Fire Chief
2. Lives within 15 miles of the City of Venus city limits
 - a. If the employee lives outside of 15 mile limit of the City of Venus, the business needs to take home the vehicle must be approved by the City Administrator and the Mayor.
 - b. The take home vehicle must be parked at the City employees home and is not allowed to be parked at any other location within the mileage limit.
3. Has completely executed the **Take Home Vehicle Request Form** and has filed it with the Human Resources Department.
4. The employee has primary responsibility for responding to emergency situations which require immediate response to protect life or property and/or the employee needs a special vehicle and/or carries specialized equipment other than communications equipment in order to perform their work outside of normal working hours.
5. Needs a vehicle to perform essential functions of the job.
6. Is otherwise deemed in the best interest of the City.
7. All of the above requirements must be met to have an assigned take home city vehicle.



CITY OF VENUS POLICIES AND PROCEDURES

PROCEDURE(S): CITY VEHICLE POLICY

EFFECTIVE DATE: FEBRUARY 8, 2022

REVISION DATE(S):

B. Terms of Use

1. City Administrator and the Mayor's approval must be obtained before a City owned take home vehicle is operated outside of Johnson or Ellis counties.
2. In some circumstances, the use of a take home vehicle may be considered a taxable fringe benefit under IRS regulations. These operators will be taxed in accordance with IRS Publication 963. Designated Police and Fire vehicles and vehicles taken home for the purpose of responding to emergencies are exempt.
3. Together, the City Administrator and the Mayor have the authority to grant exceptions to this Policy.

Venus Development Services Office Remodel

Description

The old police department flooded some time early in 2021. ESESIS Environmental Partners was called in to provide an initial mold assessment. Upon review, AdvantaClean was called in take care of mold remediation.

Remodel will create 8 offices, 2 restrooms, breakroom and small conference room

Plan for office space is to include:

Economic Development Director

Planner

Public Works Director

Public Works Assistant

Future Civil Inspector

Future Building Inspector

Chief Building Official

Code Enforcement Officer

Cost Analysis

ESESIS Environmental Partners – Mold Analysis - \$4,318.00

AdvantaClean – Mold Remediation – \$20,935.00

Precision Specialty Construction – Rebuild Fire Department - \$9,262.50

Subtotal: \$34,515.50

Deductible: \$25,000.00

Check Received: \$ 9,515.50

Phase 1 Old PD \$57,000.00 - Complete

Phase 2 Old PD \$168,000.00

Additional: \$5,000.00

Total: \$264,515.50**

\$60,000 balance approved from 2018 Bond

\$9,515.50 Insurance Funds

\$257,600.00 Balance of Funds Needed

** Has been submitted to TML Insurance for some portion to be paid; may not be 100% -
Should know more prior to meeting.

-If additional funding is needed, Council could issue directive to pay from ARPA funds.

AGREEMENT FOR PUBLIC IMPROVEMENT DISTRICT ADMINISTRATION SERVICES

This Agreement for Public Improvement District Administration Services ("Agreement") is entered into this _____ day of _____, 20__, by and between P3Works, LLC ("P3Works"), and the City of Venus, Texas ("City").

RECITALS

WHEREAS, the City Council passed Resolution No. _____ on _____, 20__, approving and authorizing the creation of the 67213 Partnership Public Improvement District No. _ ("PID No. _" or "District") to finance the costs of certain public improvements for the benefit of property within the District; and

WHEREAS, the City may consider issuing bonds to fund certain improvements in the PID as authorized by the Public Improvement District Assessment Act, Texas Local Government Code, Chapter 372, as amended; and

WHEREAS, the City requires specialized services related to the revision and updating of the Service and Assessment Plan ("Service and Assessment Plan"), bond issuance if approved by City Council, and the administration of the District, as more fully set forth in this Agreement; and

WHEREAS, P3Works has the expertise to properly establish and administer the District and ensure compliance with Texas Local Government Code Chapter 372; and

WHEREAS, the City desires to retain P3Works to provide District administration services;

NOW THEREFORE, in consideration of the mutual promises and covenants contained in this Agreement, and for good and valuable consideration, P3Works and the City agree as follows:

ARTICLE I

TERM OF AGREEMENT

1.0 The Agreement shall be effective as of its approval by all parties and shall be for a period of three (3) years and shall automatically continue on a year to year basis until terminated pursuant to Article IV of this Agreement.

ARTICLE II

SERVICES TO BE PROVIDED BY P3WORKS

2.0 The scope and timing of services to be performed by P3Works are set forth in Exhibit A,

which is attached hereto and incorporated into this Agreement by this reference.

2.1 P3Works agrees that its services pursuant to this Agreement shall at all times be subject to the control and supervision of the City and that nothing in this Agreement shall constitute an assignment of any right or obligation of the City under any applicable contract, agreement, or law. P3Works shall not represent to any property owner or any other person that it or any of its employees are acting as the City or employees of the City.

2.2 No substantial changes in the scope of services shall be made without the prior written approval of P3Works and the City.

2.3 P3Works shall supply all tools and means necessary to perform the services and production of the work product described in Exhibit A.

ARTICLE III

PAYMENT TERMS AND CONDITIONS

3.0 In consideration for the services to be performed by P3Works, the City agrees to pay P3Works the fees for all services and related costs and expenses set forth in Exhibit A, beginning the first day of the month following the execution of this Agreement. Beginning on the February 1 following the levy of the Assessment and each February 1 thereafter, the fees shall increase by 2%.

3.1 Monthly invoices shall be submitted to the City for work completed. City agrees to pay the amount due to P3Works upon receipt of each invoice.

3.2 Copies of all invoices to P3Works for expenses, materials, or services provided to P3Works will accompany the invoice to the City. P3Works will pass any third-party cost through to the City without markup and will not incur any expense in excess of \$200 without written consent of the City.

3.3 The only source of payment for P3Works' fees and services shall be the District or funds advanced by the developer. The City general fund shall never be used to pay for any expenses relating to P3Works' administration of the District. In the event there is insufficient District funds in a given year to pay P3Works' fees and expenses, P3Works agrees to defer the fees and expenses until such time as there are sufficient District funds or funds advanced by the developer.

ARTICLE IV

TERMINATION OF THIS AGREEMENT

4.0 Notwithstanding any other provisions of this Agreement, either party may terminate this Agreement at any time by giving sixty (60) days written notice to the other party without penalty and without limitation of its right to seek damages. City shall pay P3Works, within 30 days of such termination, all of P3Works' fees and expenses actually accrued or incurred to and including the date of termination, including any amount incurred or accrued in connection with work in progress.

ARTICLE V

GENERAL PROVISIONS

5.0 This Agreement supersedes any and all agreements, including any Original PID Administration Agreement, either oral or written, between the parties hereto with respect to rendering of services by P3Works for the City and contains all of the covenants and agreements between the parties with respect to the rendering of such services in any manner whatsoever. Each party of this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any party which are not embodied herein and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding.

5.1 This Agreement shall be administered and interpreted under the laws of the State of Texas. This Agreement shall not be construed for or against any party by reason of who drafted the provisions set forth herein. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall remain in full force and effect.

5.2 Neither this Agreement or any duties or obligations under this Agreement may be assigned by P3Works without the prior written consent of the City.

5.3 P3Works is a PID Administration firm, does not provide financial advice, and is not an Independent Registered Municipal Advisor under the SEC and MSRB Rules, therefore, P3Works will request an IRMA Exemption Letter if not already provided on the City's website, and then will provide to the City an IRMA Exemption Acceptance Letter in the general form attached as Exhibit B upon execution of the Agreement.

5.4 The waiver by either party of a breach or violation of any provision of this Agreement will not operate as or be construed to be a waiver of any subsequent breach thereof.

5.5 Upon acceptance or approval by City, all deliverables prepared or assembled by P3Works under this Agreement, and any other related documents or items shall be delivered to City, in hard copy and digital format for City use only. All digital data which contains algorithms, formulas, methodologies and related content provided to the City by the P3Works shall remain the property of the P3Works, and is provided as backup documentation to the deliverables, but shall not be released in digital format to any third-parties due to the proprietary nature of the intellectual data.

5.6 The City acknowledges P3Works' ownership of its software, programs, inventions, know-how, trade secrets, confidential knowledge, source code, or other proprietary information relating to products, processes, services, software, formulas, developmental or experimental work, business plans, financial information, or other subject matter ("Confidential Information") pertaining to the business of P3Works. This Agreement shall not in any way give rise to any requirement or obligation for P3Works to disclose or release any Confidential Information.

5.7 The headings and article titles of this Agreement are not a part of this Agreement and shall have no effect upon the construction or interpretation of any part hereof.

5.8 Should either party commence any legal action or proceeding against the other based upon this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees and costs.

5.9 All notices, requests, demands, and other communications which are required to be given under this agreement shall be in writing and shall be deemed to have been duly given upon the delivery by registered or certified mail, return receipt requested, postage prepaid thereon, as follows:

To P3Works:

Mary V. Petty
Managing Partner
P3Works, LLC
9284 Huntington Square, Ste. 100
North Richland Hills, Texas 76182

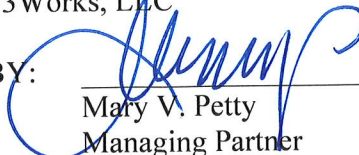
To City:

Tonya Roberts
City Administrator
City of Venus
700 W. US Highway 67
Venus, TX 76084

5.10 The parties hereby warrant that the persons executing this Agreement are authorized to execute this Agreement and are authorized to obligate the respective parties to perform this Agreement. A facsimile signature on this Agreement shall be treated for all purposes as an original signature.

Executed on this _____ day of _____, 20__:

P3Works, LLC

BY: 

Mary V. Petty
Managing Partner

City of Venus

BY: _____
Tonya Roberts
City Administrator

EXHIBIT A
SERVICES TO BE PROVIDED

PID FORMATION, SERVICE AND ASSESSMENT PLAN PREPARATION, AND BOND ISSUANCE SUPPORT SERVICES

Billed at P3Works' prevailing hourly rates, which are currently as follows:

<i>Title</i>	<i>Hourly Rate</i>
<i>Managing Partner</i>	<i>\$250</i>
<i>Vice President</i>	<i>\$185</i>
<i>Senior Associate</i>	<i>\$160</i>
<i>Associate</i>	<i>\$135</i>
<i>Administrative</i>	<i>\$100</i>

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel times will be billed at hourly rates.*

District Due Diligence and Preparation of PID Plan of Finance

1. P3Works will review project information and in conjunction with the City's Financial Advisor review a plan of finance for the proposed transaction, including
 - a) Assessed value schedules, value to lien analysis, and overall structuring to achieve City goals and objectives
 - b) Identify areas of risk with the City's Financial Advisor, and solutions to mitigate the risks,
 - c) Bond sizing and bond phasing by improvement area, if needed,
 - d) Sources and uses of funds by improvement area,
 - e) Debt service schedules, and;
 - f) Assessment allocation and associated estimated annual installment by lot type for each improvement area.

Preparation of Service and Assessment Plan

1. P3Works will prepare a complete and final Service and Assessment Plan to be adopted by City Council and included in the Official Statement for the Bonds, if issued, based on the Plan of Finance.
2. P3Works will present the Service and Assessment Plan to City Council and request approval of Assessment Roll.

Bond Issuance Support (If Bonds are Issued)

1. P3Works will ensure bond documents, including the PID financing agreement, bond indenture, and official statement are all consistent with the Service and Assessment Plan.
2. P3Works will provide ad-hoc analysis as requested by the underwriter in preparation of the preliminary official statement.

Participation in Presentations to City Council or other Public Forums

1. P3Works will prepare and present information as requested to the City Council or any other public forum.

BASIC DISTRICT ADMINISTRATION SERVICES

If no bonds are sold:

Monthly Fee = \$1,500 beginning the first of the month following execution of this Agreement for the first improvement area; and \$1,000 per month for each improvement area thereafter. (Proration will occur for any partial month if not begun on the 1st day of the month.)

If bonds are sold:

Monthly Fee amounts will be \$2,500 for the first improvement area beginning the first month following the issuance of bonds; and \$1,250 per month for each improvement area thereafter.

For PIDs that P3Works did not create: Monthly Collection Fees will not begin until the first Annual SAP Update is drafted by P3Works and approved by Council, therefore all work completed to that point will be billed hourly.

See Section below related to "Consulting Services Relating to Future Improvement Areas and related Bond Issuance" for hourly fees if bonds are contemplated.

Prepare Annual Service and Assessment Plan Update

1. If possible, obtain updated construction cost estimates (or actual costs for completed facilities) for District improvements, and update service and assessment plan text and tables.
2. Update service and assessment plan text and tables as necessary to account for any changes in development plan or land uses.
3. Update annual District assessment roll.
4. Identify parcel subdivisions, conveyance to owners' associations, changes in land use, and any other information relevant to the levy of special assessments.
5. Review maps of tax parcels to compile/audit list of parcels that are within the District for the upcoming bond year. Classify each parcel pursuant to the approved service and assessment plan.
6. Identify any parcels dedicated to any property types classified as exempt by the service and assessment plan.
7. Update District database with newly subdivided parcels and property type classifications.
8. Calculate annual special assessment for each parcel. Verify the sum of annual installments for all parcels in the District is sufficient to meet the annual debt service requirement, administration expenses, and any provisions for delinquency or prepayment reserves.
9. Calculate other funds available, such as reserve fund income, capitalized interest, and interest income. Reduce annual assessment based on findings according to approved service and assessment plan.
10. Present preliminary annual assessment roll to City. Upon approval by City, submit final annual assessment roll to County Tax Collector.

Administration of Bond Funds (if bonds are sold)

1. Review and summarize the account statements for the funds maintained by the trustee. Ensure annual special assessment calculation is compliant with Indenture as it relates to each fund.
2. Provide annual summary of all District accounts maintained by Trustee at the time the annual service and assessment plan update is performed.

Provide Public Information Request Support

1. If requested, P3Works will respond to any calls and or emails relating to the District. P3Works will only provide technical answers relating to the annual assessments or the District generally. P3Works will not provide any commentary on City policy relating to PIDs.
2. If the City receives a notice from a property owner alleging an error in the calculation of any matters related to the annual assessment roll for the District, P3Works will review and provide a written response to the City. If a calculation error occurred, P3Works will take corrective action as required to correct the error.

Delinquency Management

1. After the end of the annual assessment installment collection period, P3Works will prepare a delinquent special assessment report, which details which parcels are delinquent and the amount of delinquency.
2. P3Works will notify the City what action must be taken relating to delinquent parcels, if any, to remain in compliance with the District bond documents.

Website Setup

1. Prepare for the P3Works website database searchable by property tax ID for use by property owners, title companies, mortgage companies, or other interested parties. The search results will provide assessment information, including outstanding principal, annual installment amount, payment information, and a breakdown of the assessment installment by use (principal, interest, reserve fund accounts, administrations, etc.)
2. Prepare "District Information" page for website. Information will include a background of the District formation and bond issuance process, District boundary map, and description of improvements. In addition, P3Works will provide a link to District documents.

DISTRICT ADMINISTRATION SETUP SERVICES (Required for any existing PID not created by P3Works.)

\$7,500 One Time Lump Sum Fee

1. P3Works will review the full bond transcript and identify all requirements of the City relating to District administration and/or disclosure requirements.
2. Prepare written summary of all City administration and disclosure requirements.
3. Prepare calendar of all relevant dates and deadlines for District administration and disclosure requirements.
4. Meet with County Assessor's office to establish procedure for obtaining parcel information for assessment roll.
5. Meet with County Tax Office to establish procedure to include District assessment roll on property tax bill.
6. Meet with City representatives to finalize policies and procedures relating to District Administration.

ADDITIONAL DISTRICT ADMINISTRATION SERVICES

Billed at P3Works' prevailing hourly rates, which are currently as follows:

<i>Title</i>	<i>Hourly Rate</i>
<i>Managing Partner</i>	<i>\$250</i>
<i>Vice President</i>	<i>\$185</i>
<i>Senior Associate</i>	<i>\$160</i>
<i>Associate</i>	<i>\$135</i>
<i>Administrative</i>	<i>\$100</i>

**P3Works' hourly rates may be adjusted from time to time to reflect increased costs of labor and/or adding/reclassifying titles. Travel will be billed at the hourly rates.*

Continuing Disclosure Services

1. P3Works will prepare the form of the annual report as required by the continuing disclosure agreements and work with the City and the Developer to complete.
2. P3Works will request from developer the reports due pursuant to the developer disclosure agreement and disseminate these reports pursuant to the disclosure agreement; including Seller's Disclosures.
3. Upon notification by any responsible party or if P3Works independently becomes aware of such knowledge, P3Works will prepare notices of material events covering the events enumerated in the disclosure agreements.
4. P3Works will coordinate with the Trustee to disseminate the annual reports, quarterly reports from the developer, and notice of significant events to the Municipal Securities Rulemaking Board (MSRB) and any other parties required in the continuing disclosure agreement.

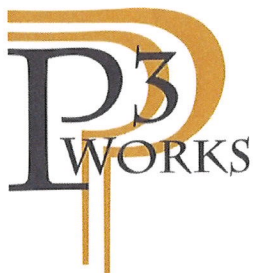
Developer Payment Request Administration

1. P3Works will review all developer payment requests to ensure the request complies with the PID Financing Agreement, the District service and assessment plan, and any other relevant provisions contained in the District documents.
2. P3Works will audit the developer payment request to ensure there is proper backup documentation and that the accounting is accurate.
3. P3Works will coordinate with the City's designated representative to ensure the improvements were built to the standards of the accepting governing body.
4. P3Works will ensure improvements to be dedicated are free and clear of all liens and encumbrances.

Consulting Services Relating to Future Improvement Areas and related Bond Issuance (to be paid from Developer funds advanced to City)

1. P3Works will update the Service and Assessment Plan to comply with Bond documents.
2. P3Works will prepare an updated Assessment Roll including the future Improvement Area
3. P3Works will coordinate with City's bond counsel, financial advisor, and the bond underwriter to ensure the Bonds and all related documents are in compliance with State Law.
4. P3Works will prepare any additional reports or analyses as needed to successfully issue the Bonds.

EXHIBIT B
IRMA EXEMPTION LETTER



P3Works, LLC.
9284 Huntington Sq.
Suite 100
North Richland Hills,
Texas 76182

Mary V. Petty
Managing Partner
+1.817.393-0353 Phone
Admin@P3-Works.com

December 15, 2021

Tonya Roberts
City Administrator
700 W. US Highway 67
Venus, TX 76084

RE: IRMA Exemption/Acceptance Letter

To Whom It May Concern:

We have received your written representation, dated _____, 20__, that the City of Venus (the "City") has engaged and is represented by _____, an independent registered Municipal Advisor ("IRMA"). In accordance with Section 15Ba1-1(d)(3)(vi) of the Securities Exchange Act of 1934 ("Securities Exchange Act"), we understand and intend for the City to rely on IRMA's advice in evaluating recommendations brought forward by P3Works, LLC that constitute "advice" as defined in the Securities Exchange Act ("IRMA Exemption").

Furthermore, P3Works, LLC has conducted reasonable due diligence and is confirming that to the best of our knowledge, the IRMA is independent from P3Works, LLC, that P3Works, LLC is not a municipal advisor and is not subject to the fiduciary duty to municipal entities that the Security and Exchange Act imposes on municipal advisors, and that P3Works, LLC has a reasonable basis for relying on the IRMA Exemption. We will advise you, in writing, if we become aware of any changes.

P3Works, LLC provides PID Administration as consult services to Cities and Counties.

As required by the relevant sections of the Securities Exchange Act regarding Municipal Advisors, we are informing your identified IRMA of these facts.

Mary V. Petty
Managing Partner
P3Works, LLC

Jon Snyder
Managing Partner
P3Works, LLC