

JAMES BURGESS

Mayor

JEANNIE PRAZAK

Councilmember
Place 1

LINDA HARRIS

Councilmember
Place 2



JEANIE SCOTT

Councilmember Place
3/Mayor Pro Tem

GERONIMO HERNANDEZ

Councilmember Place 4

PHYLLIS LEWIS

Councilmember Place 5

VENUS REGULAR COUNCIL MEETING

Venus Council Chambers

210 S. Walnut Street

Venus, Texas 76084

Monday, February 8, 2021 7:00 PM

Regular Agenda

In conjunction with the guidance and provisions provided by the Governor of Texas in the Declaration of Disaster and subsequent executive orders altering certain Texas Open Meetings Act requirement and ordering that government buildings shall allow a percentage of people to assemble, the City Council of the City of Venus will allow the public to attend the meeting scheduled at 7:00 p.m. at the Venus Civic Center or view by livestreaming on <https://www.facebook.com/CityofVenusTX/> in order to advance the public health goal of limiting face-to-face interaction (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). **Although citizens will be allowed to attend the meeting in person, keeping social distancing in mind and wearing a facial mask is required.**

A recording of this meeting will be made, and will be available to the public in accordance with the Texas Open Meetings Act upon written request.

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 11, 2021. 6 - 11

[01-11-2021.docx](#) 

I make a motion to approve the consent agenda.

5. Staff Reports, Presentations and Proclamations:

- 5.1. Fire Department - Ron Hearn: [Master Monthly Report - January 2021.pdf](#)  12

- 5.2. Police Department - Chief James Groom 13 - 15
Police Department Update on Staffing, Presentation of Department Monthly Report, Traffic Study Presentation, and Presentation of 2021 Racial Profiling Report

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

[Traffic Study - Feb 2021 - 800 US HWY 67 Traffic Data.pdf](#) 

- 5.3. Public Works - Andy Wolfe: Patch on 2nd St., Daily Maintenance of Parks and Open Space, Dog Kennels, Railing at City Hall 16

[Patch.jpg](#) 

- 5.4. City Administration- Andy Wolfe: Staffing Update

- 5.5. Planning & Development - Andy Wolfe: Update on Palladium, Venus Fuel Stop, Brahman Ranch, Patriot Estates 8/9, and Blue Stem Hills 17 - 19

[Palladium 2.jpg](#) 

[Venus Fuel Stop 2.jpg](#) 

[Brahman Ranch.jpg](#) 

5.6. Finances - Cheryl Estes: No report.

6. Public Hearing and Consideration Items

- 6.1. Discussion, consideration, and action as may be appropriate regarding Resolution No. 40-2021-02 calling for a general election on May 1, 2021, for the purpose of election two (2) Council members and the Mayor to the Venus City Council; designating the location of polling place; providing early voting information; and ordering notices of election to be given as prescribed by law in connection with such election. 20 - 29

[40-2021-02 Resolution Calling May 2021 Election v4.doc](#) 

[exhibits.pdf](#) 

[Order of Venus election - Complete.pdf](#) 

[NOTICE OF GENERAL ELECTION.docx](#) 

I make a motion to approve Resolution No. 40-2021-02.

- 6.2. Discussion, consideration, and action as may be appropriate authorizing the Mayor to execute a joint contract with Ellis County for election services for the May 1, 2021 election. 30 - 47

[Ellis Co. 2021-05-01 Joint Contract with Exhibits as of 01-04-2021.pdf](#)



I make a motion to authorize the Mayor to execute a joint contract with Ellis County for election services for the May 1, 2021 election.

- 6.3. Discussion, consideration, and action as may be appropriate authorizing the Mayor to execute a joint contract with Johnson County for election services for the May 1, 2021 election. 48 - 56

[Johnson Co. EX 2021 EV ED-Exhibit A B- Polling Lo-City of Venus.pdf](#)



[Johnson Co. Exhibit C-City of Venus.pdf](#) 

[Johnson Co..pdf](#) 

I make a motion to authorize the Mayor to execute a joint contract with Johnson County for election services for the May 1, 2021 election.

- 6.4. Discuss and Consider Resolution No. 41-2021-02 to set Public 57 - 58

Hearing date of April 12, 2021 to consider the adoption of water and wastewater impact fees.

[Reso Setting Public Hearing on Impact Fees v3.pdf](#) 

I make a motion to approve Resolution No. 41-2021-02

- | | | |
|------|---|---------|
| 6.5. | Discuss and consider approval of a Development Agreement with Bloomfield Homes L.P. (Developer) and Keith F. Anthony (Property Owner) subject to final approval from City Attorney. | 59 - 69 |
|------|---|---------|

[Starlight Meadows Presentation 02.02.2021.pdf](#) 

Staff Recommends tabling this item to the March 8th, 2021 Council Meeting - Last minute changes have been submitted by the developer. Neither staff nor our City Attorney has had a sufficient amount of time to review the changes.

I make a motion to table item 6.5 until the March 8th, 2021 Council Meeting

- | | | |
|------|--|---------|
| 6.6. | Discussion, consideration, and action as may be appropriate regarding Resolution No. 42-2021-02 to authorize grant submission for Rifle Resistant Vest grant through the Texas Office of the Governor and to designate City Administrator Andy Wolfe as the grantee's authorized official. | 70 - 74 |
|------|--|---------|

[Staff Report - Rifle Resistant vests.pdf](#) 

[VPD 13.2 Rifle Resistant Body Armor.pdf](#) 

[Rifle Resistant Body Armor Resolution 03-2018-02 \(1\).pdf](#) 

I make a motion to approve Resolution No. 42-2021-02 as presented.

- | | | |
|------|---|----------|
| 6.7. | Discussion, consideration, and action as may be appropriate regarding approval of the purchase of Mygov web-based software subscription and authorize the Mayor to sign necessary documents related to this purchase. | 75 - 104 |
|------|---|----------|

[Staff Report - Mygov.pdf](#) 

[Mygov Powerpoint Presentation.pdf](#) 

[MyGov+Module+Descriptions.pdf](#) 

[TX-Venus-MyGov+Proposal-20210203.pdf](#) 

I make a motion to authorize the purchase of Mygov web-

based software subscription and authorize the Mayor to sign necessary documents related to this purchase.

- 6.8. Discuss and provide direction to City staff regarding eligible capital improvement projects to be funded with remaining 2018 bond proceeds. 105 - 107

[Agenda Item Report - 2018 CO Bond Projects.pdf](#) 

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, Friday, February 5, 2021 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 11, 2021 at 7:00 PM
Venus Civic Center

Page

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

Mayor Burgess called the meeting to order at 7:12 P.M., gave the invocation and lead the Pledge of Allegiance.

Councilmembers present: James Burgess, Linda Harris, Jeanie Scott, Geronimo Hernandez and Phyllis Lewis.

Councilmember absent: Jeannie Prazak

Staff Present: Andy Wolfe, Cheryl Estes, James Groom, Timothy Dunn.

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.

Mayor Burgess Addressed that it is time again for City of Venus elections. Place 1, place 2 and Mayor seats are up and filing for place on ballot begins January 13th to February 12th. This is a volunteer position with no pay and you have to run for election and anyone interested must sign up between those dates.

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.

No public speakers.

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 14, 2020. # - #

[12-14-2020.docx](#) 

- 4.2. Ratifying the payment of bills for the month of Jan 11 2021 # - #

[AP Council Report - December 2020 Checks.pdf](#) 

[AP Council Report - December 2020 Checks](#) 

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

Moved By: Linda Harris

Seconded By: Jeanie Scott

For: Unanimous. Motion carried 4-0-0.

5. Staff Reports, Presentations and Proclamations:

- 5.1. Fire Department - Ron Hearn: [Master Monthly Report - December 2020.pdf](#)  # - #

Month of December report - Report of monthly response statistics.

- 5.2. Public Works - Andy Wolfe: [Staff Report 1 6 21 - Copy - Copy.docx](#)  # - #

Month of December report - Report of work and repairs completed.

- 5.3. Police Department Monthly Report - [VPD December 2020 Monthly Report \(1\).pdf](#)  # - #

Police Department Update on Staffing and Report of monthly statistics - Chief of Police James Groom

- 5.4. City Administration- Andy Wolfe: Update on the City Planner Position

- 5.5. Planning & Development - Andy Wolfe: Update on Venus Fuel Stop and Palladium # - #

[Venus Fuel Stop.jpg](#) 

- 5.6. Finances - Cheryl Estes: Budget & Actual Reports - Three Months Ended December 31, 2020 # - #

[Budget & Actual - Three Months Ended December 31, 2020.pdf](#) 

[Sales Tax History.pdf](#) 

[Budget & Actual - Three Months Ended December 31, 2020](#) 

[Sales Tax History](#) 

Presentation and discussion only on above listed staff reports.

6. Public Hearing and Consideration Items

- 6.1. Conduct public hearing to consider proposed assessments to be levied against the assessable property within the Brahman Ranch Public Improvement District No. 1 (the “District”) pursuant to the provisions of Chapter 372 of the Texas Local Government Code. # - #

[Legal Notice Public Hearing for City of Venus Brahman Ranch.docx](#)



Staff summary - Hilltop Securities

Jim Sabonis presented to Council.

Rudy Segura presented to Council.

Open Public Hearing

Mayor Burgess opened the Public Hearing at 7:45 P.M.

Ross Martin-2728 N. Hardwood- spoke regarding that the land owner is in favor of the levy and assessments.

Close Public Hearing

Mayor Burgess closed the Public Hearing at 7:47 P.M.

- 6.2. Discuss and consider adoption of an Ordinance of the City Council of the City of Venus, Texas regarding # - #

Brahman Ranch Public Improvement District No. 1;
approving a Service and Assessment Plan and
Assessment Roll for the District; levying assessments
against property within Phase 1 and 2 of the District to
pay the costs of improvements; providing for payment
and prepayment of assessments; fixing a charge and
lien against property within the District and the owners
thereof; providing for the manner and method of
collecting assessments; providing penalties for
delinquent assessments; making findings of special
benefit to the property within Phase 1 and 2 of the
District and the owners thereof; providing for savings,
repealing and severability clauses; providing an
effective date; and providing for recordation.

[04 - Ordinance Levying Assessments v3.doc](#) 

I make a motion to approve Ordinance No. 719-2021-01 as
presented.

-

Moved By: Geronimo Hernandez

Seconded By: Jeanie Scott

For: Unanimous. Motion carried 4-0-0.

- 6.3. Discuss, consider and act upon the Quarterly Investment
Report for Quarter Ended December 31, 2020.

-

[Agenda Item Report - 2021-Q1 Investment Report.docx](#)  [Quarterly
Investment Report-Q1 FY20-21.pdf](#) 

I make a motion to approve the Quarterly Investment Report
for quarter ended December 31, 2020.

-

Moved By: Phyllis Lewis

Seconded By: Linda Harris

For: Unanimous. Motion carried 4-0-0.

- 6.4. Discuss, consider and act upon Resolution No. 39-2021-01
authorizing signatures for all banks and financial institutions.

-

[Agenda Item Report - Bank Signatories.docx](#)  [Resolution No. 39-
2021-01.docx](#) 

I make a motion to approve Resolution No. 39-2021-01.

-

Moved By: Linda Harris
Seconded By: Geronimo Hernandez
For: Unanimous. Motion carried 4-0-0.

- 6.5. Discuss and Consider authorizing the Mayor to sign a Professional Services Reimbursement Agreement with Wall010, LLC and JMJ Residential, LLC for the Berkowitz Planned Development tract, generally located north of County Road 506 and west of Farm to Market Road 157. # - #

[Venus Berkowitz PSA final final.pdf](#) 

I make a motion to authorize the Mayor to sign a Professional Services Reimbursement Agreement with Wall010, LLC and JMJ Residential, LLC for the Berkowitz Planned Development tract. # - #

Moved By: Linda Harris
Seconded By: Jeanie Scott
For: Unanimous. Motion carried 4-0-0.

- 6.6 Discuss and Consider authorizing the Mayor to sign a Professional Services Reimbursement Agreement with LDG001, LLC and JMJ Residential, LLC for the Griffin Planned Development tract, generally located north of County Road 110 and east of County Road 213. # - #

[Venus Griffin PSA final final.pdf](#) 

I make a motion to authorize the Mayor to sign a Professional Services Reimbursement Agreement with LDG001, LLC and JMJ Residential, LLC for the Griffin Planned Development tract. # - #

Moved By: Linda Harris
Seconded By: Phyllis Lewis
For: Unanimous. Motion carried 4-0-0.

- 6.7 Discuss and Consider authorizing the Mayor to sign a Professional Services Reimbursement Agreement with Wall 009, LLC, DJD Land Partners, LLC, and JMJ Residential, LLC for the Northstar Planned Development tract, generally # - #

located west of Farm to Market Road 157 and being on the north and south side of County Road 501.

[Venus Northstar PSA final final.pdf](#) 

I make a motion to authorize the Mayor to sign a Professional Services Reimbursement Agreement with Wall 009, LLC, DJD Land Partners, LLC, and JMJ Residential, LLC for the Northstar Planned Development tract.

-

Moved By: Linda Harris

Seconded By: Phyllis Lewis

For: Unanimous. Motion carried 4-0-0.

- 6.8. Discuss and Consider authorizing the Mayor to sign a Professional Services Reimbursement Agreement with Johnston & Associates, LLP, Frank Carvalho, and JMJ Residential, LLC for the Johnston Planned Development tract, being a 59.00 acre tract out of the William Hill Survey, Abstract No. 379 located east of County Road 214.

-

[Venus PSA Johnston final final v2.pdf](#) 

I make a motion to authorize the Mayor to sign a Professional Services Reimbursement Agreement with Johnston & Associates, LLP, Frank Carvalho, and JMJ Residential, LLC for the Johnston Planned Development tract.

-

Moved By: Linda Harris

Seconded By: Jeanie Scott

For: Unanimous. Motion carried 4-0-0.

7. **Adjournment**

Mayor Burgess adjourned at 8:12 P.M.

Mayor

City Secretary

Venus Volunteer Fire Department

Incident Statistics

January 2021

Start Date: 01/01/2021

End Date: 01/31/2021



INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	77
FIRE	35
TOTAL	112

MUTUAL AID	
AID TYPE	TOTAL
AID GIVEN	3
AID RECEIVED	3

LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)	
EMS	FIRE
0:11:01	0:09:50
AVERAGE FOR ALL CALLS	0:10:53

LIGHTS AND SIRENS - AVERAGE TURNOUT TIME (Dispatch to Enroute)	
EMS	FIRE
0:05:08	0:04:27
AVERAGE FOR ALL CALLS	0:10:53

AVERAGE TIME ON SCENE (MM:SS)	
13:17	

MISSED CALLS			
ZONE	MISSED	MONDAY - FRIDAY (0700 TO 1900HRS)*	OUTSIDE MONDAY - FRIDAY
7200-CITY LIMITS	15	15	0
7201	14	12	2
7202	0	0	0
7203	0	0	0
7204	13	10	3
TOTAL	42	37	5

*Johnson County ESD has full time crews that run calls during those times and are an ALS apparatus



VENUS POLICE DEPARTMENT

MONTHLY REPORT

January 2021

Crime Stats

	01-2021	% + or -	12-2020	11-2020	3 MONTH AVERAGE
CAD EVENTS	1370	-1.4%	1390	1354	1371
REPORTS TAKEN	20	-9.1%	22	29	24
ARRESTS	5	66.7%	3	7	5
ACCIDENTS WORKED	6	-40.0%	10	12	9
TRAFFIC ASSIGNMENTS	18	-47.1%	34	42	31
TRAFFIC STOPS	173	6.1%	163	146	161
CITATIONS ISSUED	30	25.0%	24	53	36
WARNINGS ISSUED	42	-17.6%	51	53	49
CODE CITATIONS ISSUED	1	-66.7%	3	1	2
CODE WARNINGS ISSUED	10	66.7%	6	5	7

Significant Police Responses

Date	Call Type	Status	Notes
01/15/2021	Public Intox/Resist Arrest	Arrest	Case to be filed with County Attorney
01/18/2021	Violation Protective Order	Arrest	Case to be filed with County Attorney
01/16/2021	DWII/ Open Container	Arrest	Case to be filed with County Attorney
01/20/2021	Violation Protective Order	Arrest	Case to be filed with District Attorney
01/28/2021	Felon Poss of Firearm	Arrest	Case to be filed with District Attorney
01/29/2021	Poss Control Substance/UCW	Arrest	Case to be filed with District Attorney
01/30/2021	DWII/ Open Container	Arrest	Case to be filed with County Attorney

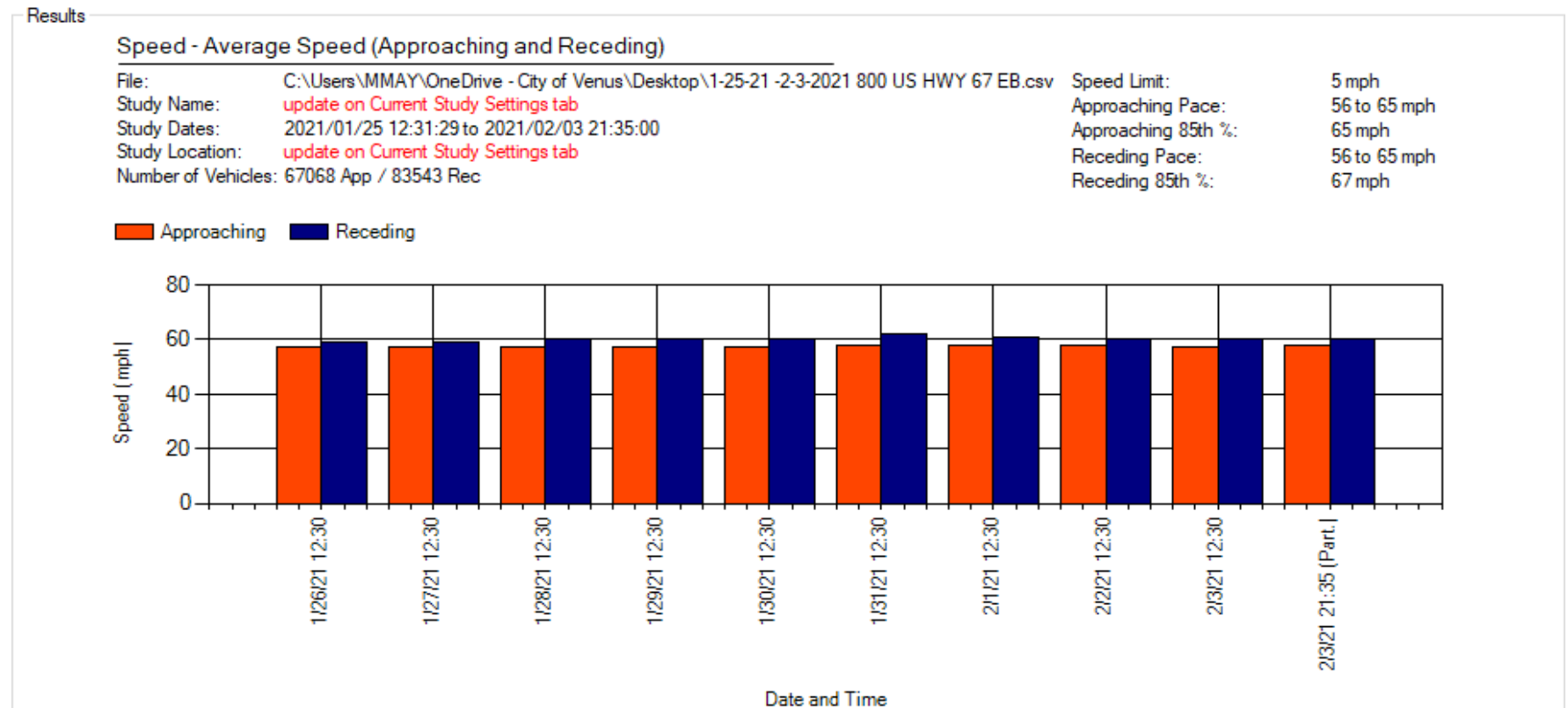
Study Dates:
01/25/2021 to 02/03/2021

800 US HWY 67, Venus, Texas

Approaching Traffic is Westbound

Receding Traffic is Eastbound

Average Speed



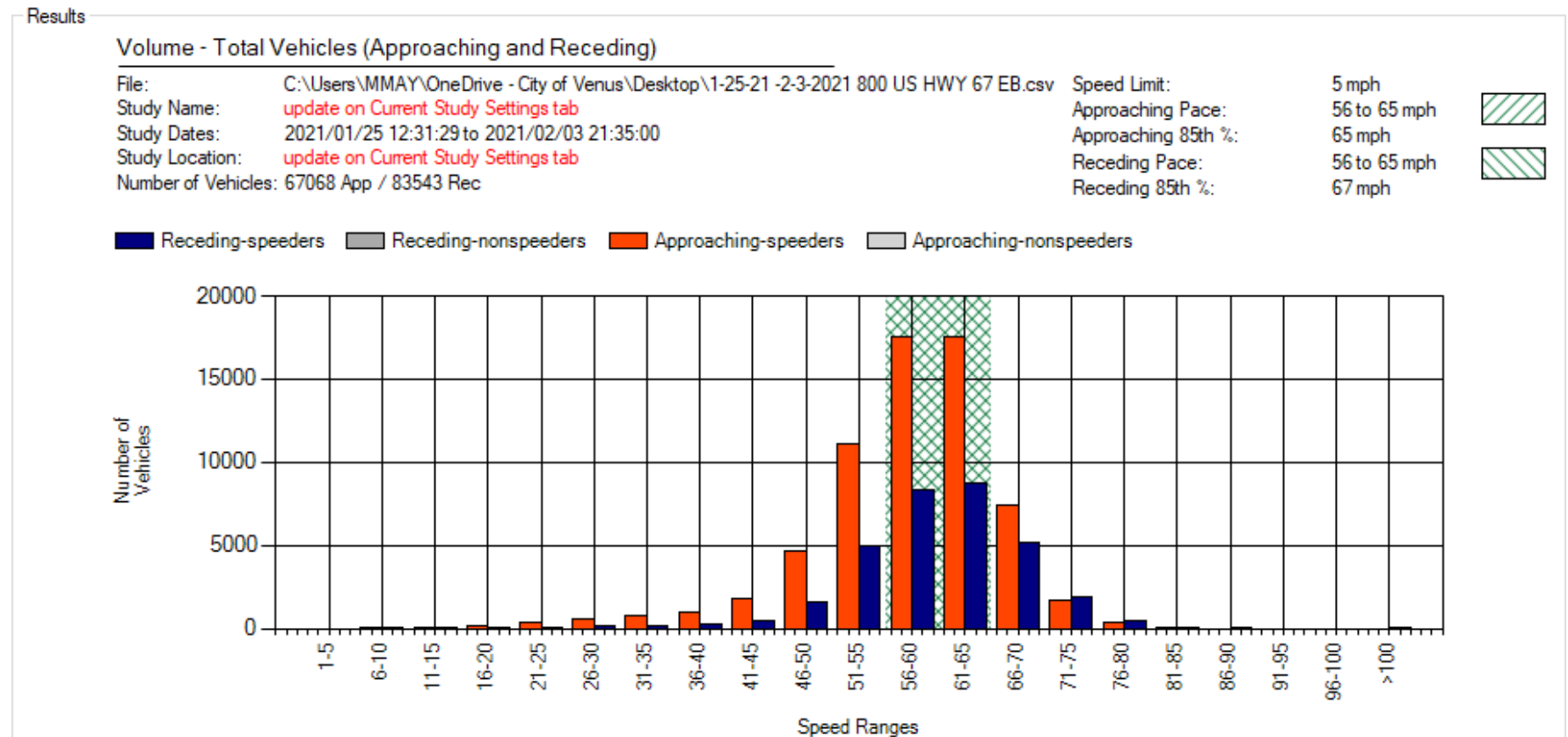
Study Dates:
01/25/2021 to 02/03/2021

800 US HWY 67, Venus, Texas

Approaching Traffic is Westbound

Receding Traffic is Eastbound

Volume of Vehicles











**CITY OF VENUS, TEXAS
RESOLUTION NO. 40-2021-02**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VEUNS, JOHNSON AND ELLIS COUNTIES, TEXAS, CALLING FOR A GENERAL ELECTION ON MAY 1, 2021, FOR THE PURPOSE OF ELECTING TWO (2) COUNCIL MEMBERS AND THE MAYOR TO THE VENUS CITY COUNCIL; DESIGNATING THE LOCATION OF THE POLLING PLACE; PROVIDING EARLY VOTING INFORMATION; AND ORDERING NOTICES OF ELECTION TO BE GIVEN AS PRESCRIBED BY LAW IN CONNECTION WITH SUCH ELECTION

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

SECTION 1: In accordance with the general laws and Constitution of the State of Texas, a General Election is hereby called and ordered for Saturday, May 1, 2021. All resident, qualified voters of the City of Venus shall be permitted to vote, in said election for the purpose of electing a Mayor, Venus City Council Place #1 and Venus City Council Place #2, each for a term of two (2) years.

SECTION 2: The Election day polling place where qualified voters shall cast ballots at such locations in the City of Venus, 2021 General Municipal Election for Johnson County voters will be the Venus Community Center located at 210 South Walnut Street, Venus, Texas 76084; and for Ellis County voters will be Midlothian Conference Center, #1 Community Circle, Midlothian, Texas 76065 as well as other locations listed in Exhibit B. Voting will be from 7:00 a.m. to 7:00 p.m. on the date of the election.

SECTION 3: Early voting by personal appearance (Tex. Elec. Code section 85.001) shall be available for Johnson County Voters at the Venus Community Center, 210 Walnut Street, Venus, Texas 76084 beginning April 19, 2021, through April 23, 2021, between the hours of 8:00 a.m. and 5:00 p.m.; and beginning April 26, 2021, through April 27, 2021, between the hours of 7:00 a.m. and 7:00 p.m. Early voting by personal appearance shall be available for Ellis County Voters at Midlothian Conference Center, 1 Community Circle Drive, Midlothian, Texas 76065, or at any other location listed in Exhibit A, beginning April 19, 2021, through April 23, 2021, between the hours of 8:00 a.m. and 5:00 p.m.; on April 24, 2021, between the hours of 8:00 a.m. and 4:00 p.m.; and beginning April 26, 2021, through April 27, 2021, between the hours of 7:00 a.m. and 7:00 p.m.

SECTION 4: Applications for ballot by mail shall be requested from and mailed for Johnson County voters to Elections Administrator Patty Bourgeois, PO Box 895, Cleburne, Texas 76033; and for Ellis County voters to Ellis County Elections, Early Voting Clerk, 204 E.

Jefferson St., Waxahachie, Texas 75165. Applications for ballot by mail must be received no later than close of business on April 20, 2021.

SECTION 5: Early voting ballot requests by mail for Johnson County voters shall be requested and mailed to Elections Administrator Patty Bourgeois, PO Box 895, Cleburne, Texas 76033; and for Ellis County voters to Ellis County Elections, Early Voting Clerk, 204 E. Jefferson St., Waxahachie, Texas 75165.

SECTION 6: Notice of this election shall be given in accordance with the provisions of the Texas Election Code and returns of such notice shall be made as provided for in said Code. The Mayor shall issue all necessary orders and writs for such election. Returns of such election shall be made to the City Secretary immediately after the closing of the polls. In addition, the election materials as outlined in Section 272.005, Texas Election Code, shall be printed in both English and Spanish for use at the polling places and for each voting for said election.

SECTION 7: The City Secretary is hereby authorized and directed to publish and/or post, in the time and manner prescribed by law, all notices required to be so published and/or posted in connection with the conduct of this election. The City Secretary is hereby authorized and directed to furnish all necessary election supplies. The election, including providing notice of the election, shall be conducted in accordance with the Texas Election Code and other applicable law, and all resident qualified and registered voters of the City shall be eligible to vote at the election.

SECTION 8: The City Secretary is directed to prepare and provide a notice of election reflecting the matters adopted in this Resolution to Johnson County and Ellis County for posting on each respective County's website at least sixty (60) days prior to the date of election pursuant to Texas Election Code Section 4.008.

SECTION 9: CUMULATIVE CLAUSE. This Resolution shall be cumulative of all provisions of Resolutions of the City of Venus, Texas, except where the provisions of this Resolution are in direct conflict with the provisions of such resolutions, in which event the conflicting provisions of such resolutions are hereby repealed.

SECTION 10: SEVERABILITY CLAUSE. It is hereby declared to be the intent of the City Council of the City of Venus that the phrases, clauses, sentences, paragraphs, and sections of this Resolution are severable, and if any phrase, clause, sentence, paragraph, or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this Resolution, since

the same would have been enacted by the City Council without incorporation of any such unconstitutional phrase, clause, sentence, paragraph, or section.

SECTION 11: EFFECTIVE DATE. This Resolution shall become effective from and after its date of passage and publication in accordance with law.

AND IT IS SO RESOLVED, PASSED AND APPROVED by the City Council of the City of Venus, Texas this 8th day of February 2021.

**JAMES BURGESS
MAYOR**

ATTEST:

**CALLIE GREEN
CITY SECRETARY**

APPROVED AS TO FORM:

**TIMOTHY A. DUNN
CITY ATTORNEY**

Ellis County, Texas Condado de Ellis, Texas
Joint General and Special Elections Elecciones General y Especial Conjunta
May 1, 2021 01 de mayo de 2021
Early Voting Vote Centers Centros de votación adelantada

The below listed Early Voting Vote Centers will be established for any qualified voter with an effective date of registration on or before May 1, 2021. A voter may vote at any of the Early Voting Vote Centers for the Joint General and Special Elections.

Las ubicaciones para centros de votación anticipada que se enumeran a continuación se establecerán para cualquier votante calificado con una fecha efectiva de registro en o antes del 01 de mayo de 2021. Un votante puede votar en cualquiera de los lugares de votación anticipada para las Elecciones General y Especial Conjunta.

Early Voting Location Dates and Times:

Ubicación, fechas, y horarios de la votación anticipada:

- | | |
|--|--|
| 1. Elections Office (Main Location) 204 E. Jefferson Street | Waxahachie, TX 75165 |
| 2. Midlothian Conference Ctr (Foyer) 1 Community Circle Dr. | Midlothian, TX 76065 |
| 3. Palmer ISD Annex Bldg (Portable Bldg) 303 Bulldog Way | Palmer, TX 75152 |
| 4. Ellis County Sub-Courthouse (Foyer) 207 S. Sonoma Trail | Ennis, TX 75119 |
| 5. Red Oak Municipal Center (Pitts Rm) 200 Lakeview Pkwy | Red Oak, TX 75154 |
| 6. *Waxahachie ISD Admin Bldg (BoardRm) 411 N. Gibson Wax., TX 75165 (WISD) | |
| 7. *Mt Gilead Baptist Church (Fellowship Hall) 106 Harris St. | Italy, TX 76651 (Italy/Milford) |

Monday, April 19, 2021 <i>lunes, 19 de abril de 2021</i>	through <i>hasta</i>	Friday, April 23, 2021 <i>viernes, 23 de abril de 2021</i>	8:00 AM - 5:00 PM <i>8:00 AM - 5:00 PM</i>
Saturday, April 24, 2021 <i>sábado, 24 de abril de 2021</i>			8:00 AM - 4:00 PM <i>8:00 AM - 4:00 PM</i>
Monday, April 26, 2021 <i>lunes, 26 de abril de 2021</i>	and <i>y</i>	Tuesday, April 27, 2021 <i>martes, 27 de abril de 2021</i>	7:00 AM - 7:00 PM <i>7:00 AM - 7:00 PM</i>

Last day to register to vote for the Joint General and Special Elections is: Thursday, April 01, 2021.

Último día para registrarse para votar en la Elecciones General y Especial Conjunta es: jueves, 01 de abril de 2021.

Last day for the Election's Office to receive a Regular or FPCA Ballot by Mail Application: Tuesday, April 20, 2021.

El Último día para que la Oficina de Elecciones reciba una solicitud regular o una solicitud de tarjeta postal federal para votar por correo (FPCA-por sus siglas en inglés) es: martes, 20 de abril de 2021.

Absentee Application (Regular or Federal Postcard) for ballot by mail shall be mailed to:

Early Voting Clerk, 204 E Jefferson Street, Waxahachie, Texas 75165

Or email a scanned copy of signed application to elections@co.ellis.tx.us

Or faxed to 972-923-5194 (If faxed or emailed, then must receive original application within 4 days)

Las solicitudes (Regular o FPCA) de boletas electorales por correo deben enviarse por correo a:

Secretaria de la Votación Adelantada 204 E. Jefferson Street Waxahachie, TX 75165

O por correo electrónico una copia e su aplicación firmada a elections@co.ellis.tx.us

O por fax al 972-923-5194 (Si se envía por fax o correo electrónico, debe recibir la solicitud original dentro de los cuatro días)

****Locations #6-#7 pending if any of the listed Political Subdivisions cancel their Election.**

Ellis County, Texas *Condado de Ellis, Texas*
Joint General and Special Elections *Elecciones General y Especial Conjunta*
May 1, 2021 *01 de mayo de 2021*
Election Day Vote Centers *Centros de votación el día de las elecciones*

Polls open from 7:00 am to 7:00 pm

Horario de votación estarán abiertos de 7:00 am a 7:00 pm

The below listed Election Day Vote Centers will be established for any qualified voter with an effective date of registration on or before May 1, 2020. A voter may vote at any of the Election Day Vote Centers for the Joint General and Special Elections.

Las ubicaciones para centros de voto de días de votación se establecerán para cualquier votante calificado con una fecha efectiva de registro en o antes del 01 de mayo de 2021. Un votante puede votar en cualquiera de los centros de votación de día de las elecciones para las Elecciones General y Especial Conjunta.

- | | | |
|----|---|----------------------|
| 1 | ELLIS COUNTY SUB-COURTHOUSE (Foyer) 207 S SONOMA TRAIL | ENNIS, TX 75119 |
| 2 | ENNIS PUBLIC LIBRARY (Learning Center) 501 W. ENNIS AVE | ENNIS, TX 75119 |
| 3 | FAITH ASSEMBLY OF GOD CHURCH (Fellowship Hall) 1810 W BALDRIDGE ST. | ENNIS, TX 75119 |
| 4 | FERRIS PUBLIC LIBRARY (Trussell Mtg Rm) 301 E 10TH STREET | FERRIS, TX 75125 |
| 5 | MT GILEAD BAPTIST CHURCH (Cafeteria) 106 HARRIS ST. | ITALY, TX 76651 |
| 6 | FIRST BAPTIST CHURCH-MAYPEARL (Cafeteria) 5744 FM 66 | MAYPEARL, TX 76064 |
| 7 | MIDLOTHIAN CHURCH OF CHRIST (Rear Foyer) 1627 N HWY 67 | MIDLOTHIAN, TX 76065 |
| 8 | MIDLOTHIAN CONFERENCE CTR (Ballroom) 1 COMMUNITY CIRCLE DR | MIDLOTHIAN, TX 76065 |
| 9 | MOUNTAIN PEAK COMMUNITY CHURCH (Sanctuary) 751 W. FM 875 | MIDLOTHIAN, TX 76065 |
| 10 | GRACE CHURCH OF OVILLA (Flex Room) 519 WESTMORELAND RD | OVILLA, TX 75154 |
| 11 | PALMER ISD ANNEX BUILDING (Portable Bldg) 303 BULLDOG WAY | PALMER, TX 75152 |
| 12 | EASTRIDGE BAPTIST CHURCH (Gym) 732 E OVILLA RD | RED OAK, TX 75154 |
| 13 | RED OAK MUNICIPAL CENTER (Pitts Room) 200 LAKEVIEW PKWY | RED OAK, TX 75154 |
| 14 | ELLIS COUNTY WOMANS BUILDING (Main Room) 407 W JEFFERSON ST. | WAXAHACHIE, TX 75165 |
| 15 | FARLEY STREET BAPTIST CHURCH (GYM) 1116 BROWN ST. | WAXAHACHIE, TX 75165 |
| 16 | PARK MEADOWS BAPTIST CHURCH (Foyer) 3350 N HWY 77 | WAXAHACHIE, TX 75165 |
| 17 | SALVATION ARMY OF ELLIS COUNTY (Cafeteria) 620 FARLEY ST. | WAXAHACHIE, TX 75165 |
| 18 | * MILFORD COMMUNITY CENTER 109 S. MAIN STREET MILFORD, TX 76670 (Milford ISD/City) | |
| 19 | * ALMA COMMUNITY CENTER 104 INTERURBAN RD ENNIS, TX 75119 (Alma) | |
| 20 | * LIFEPOINT COMMUNITY 201 LOUISE RITTER RD RED OAK, TX 75154 (Pecan Hill) | |
| 21 | * MARVIN ELEMENTARY SCHOOL (CAFETERIA) 110 BROWN STREET WAXAHACHIE, TX 75165 (WISD) | |

Last day to register to vote for the Joint General and Special Elections is: Thursday, April 01, 2021.

Último día para registrarse para votar en la Elecciones General y Especial Conjunta es: jueves, 01 de abril de 2021.

Last day for the Election's Office to receive a Regular or FPCA Ballot by Mail Application: Tuesday, April 20, 2021.

El Último día para que la Oficina de Elecciones reciba una solicitud regular o una solicitud de tarjeta postal federal para votar por correo (FPCA- por sus siglas en inglés) es: martes, 20 de abril de 2021.

For More Information: Website at www.co.ellis.tx.us/Elections

OR Contact us at Elections Office 204 E Jefferson Waxahachie, TX 75165 972-825-5195

OR Facebook.com/EllisCountyElections

***Locations #18-#21 pending if any of the listed Political Subdivisions cancel their Election.*

EXHIBIT A/B

**MAY 1, 2021
CITY OF VENUS
GENERAL ELECTION**
(1 de Mayo del 2021 ciudad de Venus Eleccion general)

April 19, 2021 through April 27, 2021 is the period for early voting by personal appearance. (Sec. 85.001). Any voter qualified to vote in the May 1, 2021, General Election is eligible for early voting by personal appearance. Early voting by personal appearance will be conducted at all following location:

Monday, April 19, 2021 - Friday, April 23, 2021 hours: 8:00 am until 5:00 pm

Monday, April 26, 2021 - Tuesday, April 27, 2021 hours: 7:00 am until 7:00 pm

(El 19 de Abril del 2021 hasta el 27 de Abril del 2021 es el periodo para la votación anticipada en persona. (Sec. 85.001). Cualquier votante cualificado para votar en la Elección General del 1 de Mayo del 2021, es elegible para la votación anticipada en persona se llevara a cabo en los siguientes lugares:

lunes, 19 de Abril del 2021 – viernes, 23 de Abril del 2021; horas: 8:00 am hasta 5:00 pm

lunes, 26 de Abril del 2021 - martes, 27 de Abril del 2021; horas: 7:00 am hasta 7:00 pm)

Hours for additional early voting will be extended;

Saturday, April 24, 2021 - hours: 8:00am until 5:00pm.

(Se extenderán las horas para la votación anticipada adicional;

Sábado, 24 de Abril del 2021 – horas: 8:00 am hasta 5:00 pm.)

EXHIBIT A/B (ANEXO A/B)

EARLY VOTING & ELECTION DAY LOCATION *(Ubicación del Día de votación anticipada y elección)*

May 1, 2021 Hours for Election Day are 7:00am until 7:00pm
(1 de Mayo del 2021, El horario para el Día De las Elecciones es de 7:00am a 7:00pm)

Comm. Pct 4:
(Comisario, Recinto 4)

Venus Community Center
210 Walnut St.
Venus, Texas 76084

Sec. 85.062 Texas Election Code

(2) The Commissioners court of a county with a population of 120,000 or more but less than 400,000 shall establish one or more early voting polling places other than the main early voting polling place in each Commissioners precinct containing territory covered by the election.

(Sec. 85.062 Código Electoral de Texas

(2) El Tribunal de Comisarios de un condado con una población de 120,000 ó más, pero menos de 400,000, establecerá al menos un centro de votación adelantada, además del centro primario de votación adelantada, en cada recinto de los comisarios que contiene territorio incluido en la elección.)



Order of Venus Municipal Election
Orden de las Elecciones Municipales de Venus

Early voting by personal appearance will begin Monday, April 19, 2021 through Saturday, April 24, 2021 during the normal working hours of 8:00 a.m. to 5:00 p.m. with extended voting hours on Monday April 26, 2021 and Tuesday April 27, 2021 from 7:00 a.m. to 7:00 p.m.

Election Day will be, Saturday, May 1, 2021, voting hours will be 7:00 a.m. to 7:00 p.m.

La votación anticipada en persona comenzará el lunes 19 de abril de 2021 hasta el sábado 24 de abril de 2021 durante el horario normal de trabajo de 8:00 a.m. a 5:00 p.m. con horario ampliado de votación el lunes 26 de abril de 2021 y el martes 27 de abril de 2021 de 7:00 a.m. a 7:00 p.m. El día de las elecciones será el sábado 1 de mayo de 2021, el horario de votación será de 7:00 a.m. a 7:00 p.m.

LOCATIONS:
UBICACIONES

For Johnson County Voters the polling place will be located at the Venus Community Center, 210 Walnut Street, Venus, Texas 76084. For Ellis County Voters the closest polling place will be located at the Midlothian Conference Center, #1 Community Circle Dr. Midlothian, Texas 76065 as well as other locations

Refer to **Exhibit A**

Para los votantes del condado de Johnson en el Venus Community Center, 210 Walnut Street, Venus, Texas 76084. La ubicación de los votantes del condado de Ellis será el Centro de Conferencias de Midlothian, #1 Círculo Comunitario Dr. Midlothian, Texas, 76065 así como otros lugares Consulte el Anexo A

Applications for ballot by mail shall be mailed to:

Las solicitudes de boleta por correo se enviarán por correo a:

For Johnson County voters

Early Voting Clerk
PO Box 895
Cleburne, Texas 76033

For Ellis County voters

Early Voting Clerk
204 E. Jefferson St.
Waxahachie, Texas 75165

Applications for ballots by mail must be received no later than the close of business
on

Monday, April 20,2021

*Las solicitudes de papeletas por correo deben recibirse a más tardar en el cierre de la actividad el
lunes 20 de abril de 2021*

Issued this the 8th day of February, 2021

Lo publicó el 8 de febrero de 2021.

Signature of Mayor

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

Signature of Councilperson

**NOTICE OF GENERAL ELECTION
(AVISO DE ELECCION GENERAL)**

To the registered voters of the City of Venus, Texas:

(a los votantes registrados del Ciudad de Venus, Texas):

Notice is hereby given that the polling places listed below will be open from 7:00 a.m. to 7:00 p.m., on May 1, 2021, for voting in a general election to elect Mayor, Council Place 1, and Council Place 2.

(Notifíquese, por las presente, que las casillas electorales citadas abajo se abrirán desde las 7:00 a.m. hasta las 7:00 p.m. el 1 de Mayo de 2021 para votar en la Elección General para elegir _

Alcalde, lugar del consejo 1 y, lugar del consejo 2.)

LOCATION(S) OF POLLING PLACES ON ELECTION DAY
(UBICACIÓN (S) DE LOS CENTROS DE VOTACIÓN EL DÍA DE LAS ELECCIONES)

Johnson County voters:

Venus Community Center
210 S. Walnut Street
Venus, Texas 76084

Ellis County voters:

- 1 ELLIS COUNTY SUBCOURTHOUSE (Foyer) 207 S SONOMA TRAIL ENNIS, TX 75119
- 2 ENNIS PUBLIC LIBRARY (Learning Center) 501 W. ENNIS AVE ENNIS, TX 75119
- 3 FAITH ASSEMBLY OF GOD CHURCH (Fellowship Hall) 1810 W BALDRIDGE ST. ENNIS, TX 75119
- 4 FERRIS PUBLIC LIBRARY (Trussell Mtg Rm) 301 E 10TH STREET FERRIS, TX 75125
- 5 MT GILEAD BAPTIST CHURCH (Cafeteria) 106 HARRIS ST. ITALY, TX 76651
- 6 FIRST BAPTIST CHURCH MAYPEARL (Cafeteria) 5744 FM 66 MAYPEARL, TX 76064
- 7 MIDLOTHIAN CHURCH OF CHRIST (Rear Foyer) 1627 N HWY 67 MIDLOTHIAN, TX 76065
- 8 MIDLOTHIAN CONFERENCE CTR (Ballroom) 1 COMMUNITY CIRCLE DR MIDLOTHIAN, TX 76065
- 9 MOUNTAIN PEAK COMMUNITY CHURCH (Sanctuary) 751 W. FM 875 MIDLOTHIAN, TX 76065
- 10 GRACE CHURCH OF OVILLA (Flex Room) 519 WESTMORELAND RD OVILLA, TX 75154
- 11 PALMER ISD ANNEX BUILDING (Portable Bldg) 303 BULLDOG WAY PALMER, TX 75152
- 12 EASTRIDGE BAPTIST CHURCH (Gym) 732 E OVILLA RD RED OAK, TX 75154
- 13 RED OAK MUNICIPAL CENTER (Pitts Room) 200 LAKEVIEW PKWY RED OAK, TX 75154
- 14 ELLIS COUNTY WOMANS BUILDING (Main Room) 407 W JEFFERSON ST. WAXAHACHIE, TX 75165
- 15 FARLEY STREET BAPTIST CHURCH (GYM) 1116 BROWN ST. WAXAHACHIE, TX 75165
- 16 PARK MEADOWS BAPTIST CHURCH (Foyer) 3350 N HWY 77 WAXAHACHIE, TX 75165
- 17 SALVATION ARMY OF ELLIS COUNTY (Cafeteria) 620 FARLEY ST. WAXAHACHIE, TX 75165
- 18 * MILFORD COMMUNITY CENTER 109 S. MAIN STREET MILFORD, TX 76670 (Milford ISD/City)
- 19 * ALMA COMMUNITY CENTER 104 INTERURBAN RD ENNIS, TX 75119 (Alma)
- 20 * LIFEPOINT COMMUNITY 201 LOUISE RITTER RD RED OAK, TX 75154 (Pecan Hill)
- 21 * MARVIN ELEMENTARY SCHOOL (CAFETERIA) 110 BROWN STREET WAXAHACHIE, TX 75165 (WISD)

Early voting by personal appearance will be conducted each weekday at:

(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

Johnson County voters

Venus Community Center
210 S. Walnut Street
Venus, Texas 76084

Days and Hours of operation (Días y Horas de operación)

Monday, April 19- Saturday 24,2021 from 8:00 am-5:00 pm
Monday, April 26-Tuesday April 27, 2021 from 7:00 am-7:00 Pm

Ellis County voters:

1. Elections Office (Main Location) 204 E. Jefferson Street Waxahachie, TX 75165
2. Midlothian Conference Ctr (Foyer) 1 Community Circle Dr. Midlothian, TX 76065
3. Palmer ISD Annex Bldg (Portable Bldg) 303 Bulldog Way Palmer, TX 75152
4. Ellis County Sub-Courthouse (Foyer) 207 S. Sonoma Trail Ennis, TX 75119
5. Red Oak Municipal Center (Pitts Rm) 200 Lakeview Pkwy Red Oak, TX 75154
6. *Waxahachie ISD Admin Bldg (BoardRm) 411 N. Gibson Wax., TX 75165 (WISD)
7. *Mt Gilead Baptist Church (Fellowship Hall) 106 Harris St. Italy, TX 76651 (Italy/Milford)

Days and Hours of operation (Días y Horas de operación)

Monday, April 19 – Friday April 23, 2021 from 8:00 am- 5:00 pm
Saturday, April 24, 2021 from 8:00 am- 4:00 pm
Monday, April 26 – Tuesday, April 27, 2021 from 7:00 am – 7:00 pm

Applications for ballot by mail shall be mailed to:

(Las solicitudes para boletas que se votarán en ausencia por correo deberán enviarse a:)

Johnson County voters:

Patty Bourgeois
Johnson County Elections Office
103 S. Walnut St.
Cleburne, TX 76033

Ellis County voters:

Jana Onyon
Ellis County Election Office
204 E. Jefferson St.
Waxahachie, TX 75165

Applications for ballots by mail must be received no later than the close of business on April 20, 2021.

(Las solicitudes para boletas que se votarán en ausencia por correo deberán recibirse para el fin de las horas de negocio el 20 de abril de 2021)

Issued this the 8th day of February, 2021.

Emitida este día 8th de Febrero, 2021.)

Signature of Mayor(Firmar del Alcalde)



**May 1, 2021
Joint Election
Contract for Election Services**



May 1, 2021 Joint Election

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III.....	Cost of Election
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Exhibit B.....	Election Day Polling Locations
Exhibit C.....	Cost of Services
Exhibit D.....	List of Political Subdivision Races on Ballot



THE STATE OF TEXAS § JOINT CONTRACT FOR
ELLIS COUNTY § ELECTION SERVICES

BY THE TERMS OF THIS CONTRACT made and entered into by and between the following
AS OF January 4, 2021 subject to cancelation of an election:

CITY OF ALMA
CITY OF BARDWELL
CITY OF CEDAR HILL
CITY OF ENNIS
CITY OF FERRIS
CITY OF GARRETT
CITY OF GRAND PRAIRIE
CITY OF ITALY
CITY OF MAYPEARL
CITY OF MIDLOTHIAN
CITY OF MILFORD
CITY OF OAK LEAF
CITY OF OVILLA (INCLUDES DALLAS COUNTY PORTION)
CITY OF PALMER
CITY OF PECAN HILL
CITY OF RED OAK
CITY OF VENUS
CITY OF WAXAHACHIE
ENNIS INDEPENDENT SCHOOL DISTRICT (INCLUDES NAVARRO COUNTY PORTION)
FERRIS INDEPENDENT SCHOOL DISTRICT (INCLUDES DALLAS COUNTY PORTION)
ITALY INDEPENDENT SCHOOL DISTRICT
MAYPEARL INDEPENDENT SCHOOL DISTRICT
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT
MILFORD INDEPENDENT SCHOOL DISTRICT (INCLUDES HILL COUNTY PORTION)
PALMER INDEPENDENT SCHOOL DISTRICT
RED OAK INDEPENDENT SCHOOL DISTRICT
WAXAHACHIE INDEPENDENT SCHOOL DISTRICT

hereinafter referred to as "Participating Political Subdivisions" and JANA ONYON, Elections Administrator of Ellis County, Texas, hereinafter referred to as "County Election Officer", pursuant to the authority in Subchapter D, Section 31.092, of Chapter 31, of the Texas Election Code, agree to the following particulars in regard to coordination, supervision and running of the May 1, 2021 Joint Election.



THIS AGREEMENT is entered into in consideration of the mutual covenants and promises hereinafter set out. IT IS AGREED AS FOLLOWS:

I. DUTIES AND SERVICES OF COUNTY ELECTION OFFICER. The County Election Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:

A. The County Election Officer shall arrange for notification (including writ of election), training and compensation of all presiding judges, alternate judges, clerks for the polling site, Central Counting Station and early voting ballot board.

- a. The County Election Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge, Central Counting Station and Ballot Board of his or her appointment. The presiding election judge of each polling place, will use his/her discretion to determine when additional manpower is needed during peak voting hours and notify the County Election Officer. The recommendations of the Participating Political Subdivisions will be the accepted guidelines for the number of clerks to work in each polling place. Election judges and early voting personnel shall be secured by the County Election Officer using the recommended names provided by the Participating Political Subdivisions by February 12, 2021. Any open positions will be filled using regular county election workers.
- b. Election judges, Alternate judges, Clerks and Student Clerks shall all attend the County Election Officer's school of instruction. (Date and location to be determined)
- c. Election judges shall be responsible for picking up from and returning election supplies to the County Election Officer. (Date to be determined). Compensation for this pickup and delivery of supplies will be \$25.00.
- d. The County Election Officer shall compensate each election judge and election worker. Compensation will be based on what the county pays and has been approved in Commissioner's Court unless arranged otherwise. Early voting presiding officer shall receive \$10.50 per hour and clerks shall receive \$9.00 per hour for services. Each election day judge shall receive \$10.50 per hour for services rendered; each alternate judge shall receive \$9.50 per hour for services; and clerk shall receive \$9.00 per hour for services. Ballot Board, Central Counting Station Presiding judge and alternate shall receive the same as for Election Day judge and alternate for services. Each worker that attends training class shall receive up to 2 hours of pay. Overtime



will be paid to each person working over 40 hours per week. All other required and additional expenses by law shall be paid. (ie: FICA, Medicaid, etc.)

- B. The County Election Officer shall procure, prepare, and distribute voting machines, election kits and election supplies.
- a. Each Participating Political Subdivisions agrees that voting at the Joint Election will be by use of Election Systems and Software ExpressVote marking devices and DS200 Precinct Scanner/Tabulators voting system approved by the Secretary of State in accordance with the Texas Election Code. Procedures will be in accordance with the Texas Election Code and decided by the County Election Officer.
 - b. The County Election Officer shall secure election kits which include the legal documentation required to hold an election.
 - c. The County Election Officer shall secure all tables and chairs required to hold an election.
 - d. The County Election Officer shall provide all lists of registered voters for use on Election Day and for the early voting period as mandated by law. Laptop computers will be used to qualify voters for the early voting period and on Election Day. A second laptop computer with the list of registered voters will be provided as back-up in each Early Voting and Election Day polling place.
 - e. The County Election Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.
 1. Equipment includes the DS200 voting machines (1 per site), ADA ExpressVote marking devices (5 or more per site), ballot box, voting signs, carts and laptop computers.
 2. Supplies include election forms, ballots, labels, extension cords, pens, tape, markers, ballot pens, required signage, totem display poles, name tags, etc.
- C. The County Election Officer, Jana Onyon, shall be appointed the Early Voting Clerk by the Participating Political Subdivisions.
- a. The County Election Officer shall supervise and conduct Early Voting by mail and in person.



- b. Early Voting by personal appearance for the said Election shall be conducted during the time period and at the locations listed in Exhibit "A", attached and incorporated by reference into this contract. Cities are required to have 2 days of 12 hour voting and those will be the last 2 days of early voting.
- c. Any qualified voter for the Joint Election may vote early by personal appearance at any of the Early Voting locations within Ellis County. Elections Office 204 E Jefferson Street, Waxahachie, TX 75165 serves as the Main Location.
- d. Some Participating Political Subdivisions have requested additional Early Voting sites pending their participation, therefore Exhibit "A" is subject to change if any of the Participating Political Subdivisions cancel their election.
- e. All applications for an Early Voting mail ballot shall be received and processed by the Ellis County Elections Administration Office.
 - 1. Application for mail ballots erroneously mailed to the Participating Political Subdivisions shall immediately be faxed to the County Election Officer for timely processing. The original application shall then be forwarded by mail to the County Election Officer for proper retention.
 - 2. Absentee Application (Regular or Federal Postcard) for ballot by mail shall be mailed to:
Jana Onyon, Early Voting Clerk,
204 E Jefferson Street, Waxahachie, Tx 75165
or faxed to 972-923-5194
or email a scanned copy of signed application to elections@co.ellis.tx.us
(If faxed or emailed, then we must receive original application within 4 days)
Application for ballot by mail must be received no later than close of business on Tuesday, April 20, 2021.
 - 3. All Federal Post Card Applicants (FPCA) and Annual Mail Ballot Applicants will be sent a mail ballot with required notices.
- f. All Early Voting ballots (those cast by mail/absentee) shall be prepared for count by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas



Election Code. The presiding judge of this Board shall be appointed in the same manner as election workers according to this contract.

D. The County Election Officer shall arrange for the use of all Election Day and Early Voting Vote Center polling places.

- a. The Participating Political Subdivisions shall assume the responsibility of remitting the shared cost of all employee services required to provide access, provide security or provide custodial services for the polling locations.
- b. The Early Voting Vote Center polling locations are listed in Exhibit "A", attached and incorporated by reference into this contract.
- c. The Election Day Vote Center polling locations are listed in Exhibit "B", attached and incorporated by reference into this contract.
- d. Some Participating Political Subdivisions have requested additional Vote Centers pending their participation, therefore Exhibit "A" and "B" is subject to change if any of the Participating Political Subdivisions cancel their election.
- e. Any qualified voter for the said Election may vote during Early Voting or Election Day by personal appearance at any of the Vote Center locations within Ellis County.
- f. If a Runoff Election is needed, the Participating Political Subdivisions will work together to choose the Early Voting and Election Day Vote Center locations to best serve their voters in their territory according to the Election Code and/or this contract.

E. The County Election Officer shall be responsible for establishing and overseeing the tabulation of the early voting and election day voted ballots by the Central Counting Station Personnel. Ballots shall be tabulated in accordance with Section 127.001 of the Texas Election Code and of this agreement.

- a. The County Election Officer shall prepare, test and run the county's tabulation system in accordance with statutory requirements and policies. The tabulation system will be used on Election Night at the Elections Office.
- b. The Public Logic and Accuracy Test (L&A) of the electronic voting system shall be



conducted. County Election Officer will publish required notice in local newspaper of time and place as required by the election code.

- c. Election night reports will be available to the Participating Political Subdivisions at 7pm on election night on the Ellis County website (www.co.ellis.tx.us/elections). Provisional ballots will be tabulated after election night in accordance with law.
 - d. The County Election Officer shall prepare the unofficial canvass report after all precincts have been counted for election day, provisional ballots, and any overseas ballots that will be tallied after the final deadline to count ballots. This report will be sent to the Participating Political Subdivisions for their canvass.
 - e. The County Election Officer shall be appointed the custodian of the voted ballots and shall retain all election material for a period of 22 months.
 - 1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 months after the election.
 - 2. The Participating Political Subdivisions can obtain the list of registered voters from the Elections Administration Office after this retention period. Pending no litigation and if the Participating Political Subdivisions does not request the lists, the County Election Officer shall destroy them.
 - f. The County Election Officer shall conduct a manual partial recount as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the Participating Political Subdivisions in a timely manner. The Secretary of State may waive this requirement. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned code.
- F. The County Election Officer shall post the publication of a “Joint Election Notice” by publishing the notice at least once between the 30th day and the 10th day before the election the proper methods with the proper media in accordance with the Texas Election Code (Sec. 4.003(a)(1)). Newspapers will be agreed upon by the Participating Political Subdivisions based on current publishing customs by each Participating Political Subdivisions. The Participating Political Subdivisions shall send the publication of the “Election Notice” to the Contracting Office to place it on the Elections website in accordance to the Texas Election Code (Sec. 4.008)



II. DUTIES AND SERVICES OF THE PARTICIPATING POLITICAL SUBDIVISIONS. The Participating Political Subdivisions shall assume the following responsibilities:

- A. The Participating Political Subdivisions shall prepare the election orders resolutions, notices, justice department submissions (if required), official canvass and other pertinent documents for adoption by the appropriate office or body. The Participating Political Subdivisions shall handle the candidate filing process and packets that are required by law. The Participating Political Subdivisions assume the responsibility of posting required notices and likewise promoting the schedules for Early Voting and Election Day.
- B. The Participating Political Subdivisions if recent changes have been made, shall provide the County Election Officer with an updated map and street index of their jurisdiction in an electronic or printed format as soon as possible but no later than Monday, February 1, 2021, if any changes have occurred since the last election the county has held for your entity.
- C. The Participating Political Subdivisions shall procure and provide the County Election Officer with the ballot layout and Spanish interpretation in an electronic format (word.doc preferred).
 - 1. The Participating Political Subdivisions shall deliver to the County Election Officer as soon as possible after the election has been ordered any proposition wording in English and Spanish. Candidate names should be given after the drawing. Should receive all information no later than Wednesday, February 17, 2021.
 - 2. Exhibit "D" is provided with a listing of races and/or propositions on the ballot for each Participating Political Subdivisions pending any additions, cancellations, or withdrawals.
 - 3. The Participating Political Subdivisions shall approve the "blue line" ballot format prior to printing.
- D. The Participating Political Subdivisions shall post the publication of the "Election Order" and "Election Notice" by the proper methods with the proper media in accordance with the Texas Election Code. Additional publications would be handled by the Political Subdivisions to meet any special posting requirements during special elections. (See Section I part F of this contract)



- E. The Participating Political Subdivisions shall compensate the County Election Officer for any additional verified cost incurred in the process of running this election or for a manual recount this election may require, or for a required runoff election consistent with charges and hourly rates shown on Exhibit "C" for required services.
- F. The Participating Political Subdivisions shall submit this signed contract and pay the County Election Officer a deposit of 80% of the estimated cost to run the said election prior to Friday, March 26, 2021. The County Election Officer shall place the funds in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code.

The Deposit should be delivered within the mandatory time frame to:

**Ellis County Treasurer
Att. Cheryl Chambers
109 S. Jackson Street
Waxahachie, Texas 75165**

Made payable to: "Ellis County Treasurer" with the note "for election services" included with check documentation.

The signed contract should be delivered or mailed to:

**Ellis County Elections
Attn: Jana Onyon
204 E Jefferson Street
Waxahachie, Texas 75165**

- G. The Participating Political Subdivisions shall pay any additional cost and/or remaining final cost of conducting said election or any required runoff elections pursuant to the Texas Election Code, Section 31.100, within 30 days from the date the final billing was received.

III. COST OF SERVICES. See Exhibit "C."

- A. All actual shared cost incurred in the conduct of the election will be divided by the Participating Political Subdivisions contracting with the County Election Officer to hold the said election. If one of the Participating Political Subdivisions cancels their election, the full cost of the election will be the responsibility of the remaining Participating Political Subdivisions.



- B. An addendum of Exhibit "C" to the contract shall be provided to the remaining participating Political Subdivisions no later than five (5) business days after receipt of any Political Subdivisions notification of intent to withdraw in writing by Ellis County.
- C. If a Runoff Election is required, all cost will be billed to the Participating Political Subdivisions. Runoff Election will be held on Saturday, June 5, 2021 (subject to changes), if required.

IV. GENERAL PROVISIONS.

- A. Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the said Election is to be filed or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.
- B. Upon request, the County Election Officer will provide copies of all invoices and other charges received in the process of running said election for the Participating Political Subdivisions.
- C. If a Participating Political Subdivision cancels an election pursuant to the Texas Election Code, they will not be liable for any further costs incurred by the County Election Officer in conducting the said Election. Notice of a cancelled election should be provided to the County Election Officer as soon as the Participating Political Subdivision has approved it in council meeting.
- D. If any provision of this joint election contract and election services agreement is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions. The illegal or invalid provision will be deemed stricken and deleted, but all other provisions shall continue and be given effect as if the illegal or invalid provisions had never been incorporated.
- E. The Elections Administrator of Ellis County, Texas and all of the contracting authorities of all of the participating political subdivisions listed in this joint election contract and election services agreement represent that each has the full right, power and authority to enter and perform this Contract in accordance with all of the terms and conditions, and that the execution and delivery of this Contract has been made by authorized representatives of the parties to validly and legally bind the parties to all terms, performances and provisions set forth in this Contract.



- F. The County Election Officer shall file copies of this contract with the County Auditor and the County Treasurer of Ellis County, Texas (Sec. 31.099).
- G. Neither party shall be deemed to have breached any provision of this contract as a result of any delay, failure in performance, or interruption of service resulting directly or indirectly from acts of God, network failures, acts of civil or military authorities, civil disturbances, wars, energy crises, fires, transportation contingencies, interruptions in third-party telecommunications or Internet equipment or service, other catastrophes, or any other occurrences which are reasonably beyond any party's control. The parties are required to use due caution and preventive measures to protect against the effects of a force majeure event, and the burden of proving that a force majeure event has occurred shall rest on the party seeking relief under this provision. The party seeking relief due to force majeure is required to promptly notify the other parties in writing, citing the details of the force majeure event and relief sought, and shall resume performance immediately after the obstacles to performance caused by a force majeure event have been removed, provided the Contract has not been terminated. Delay or failure of performance, by either party to this Contract, caused solely by a force majeure event, shall be excused for the period of delay caused solely by the force majeure event.
- H. Due to recent concerns, if it is determined by the Ellis County Elections Administrator and the Commissioners Court of Ellis County that the health and safety of the Ellis County employees, poll workers, volunteers, and other people involved in conducting an election would be placed in danger by conducting an election according to the terms of this agreement, then the Ellis County Elections Administrator and Commissioners Court of Ellis County, at their sole discretion, may elect not to conduct an election for the political subdivision. If Ellis County elects not to handle the election of a local subdivision due to health and safety concerns, then Ellis County will provide written notice to the political subdivision with sufficient time for the political subdivision to comply with the Election Code. Furthermore, Ellis County will rent the voting equipment, for a reasonable price, to said political subdivision if it chooses to move forward with the election.
- A. All parties agree to comply with Section 2270.002 and Section 2252.152 of the Texas Government Code.



WITNESS BY MY HAND THIS THE _____ DAY OF _____ 2021

Jana Onyon, CERA
Elections Administrator
Ellis County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____ 2021

By: _____
Signature Printed Name and Title

Political Subdivision Name: _____
Printed

Ellis County, Texas Condado de Ellis, Texas
Joint General and Special Elections Elecciones General y Especial Conjunta
May 1, 2021 01 de mayo de 2021
Early Voting Vote Centers Centros de votación adelantada

The below listed Early Voting Vote Centers will be established for any qualified voter with an effective date of registration on or before May 1, 2021. A voter may vote at any of the Early Voting Vote Centers for the Joint General and Special Elections.

Las ubicaciones para centros de votación anticipada que se enumeran a continuación se establecerán para cualquier votante calificado con una fecha efectiva de registro en o antes del 01 de mayo de 2021. Un votante puede votar en cualquiera de los lugares de votación anticipada para las Elecciones General y Especial Conjunta.

Early Voting Location Dates and Times:

Ubicación, fechas, y horarios de la votación anticipada:

- | | |
|--|--|
| 1. Elections Office (Main Location) 204 E. Jefferson Street | Waxahachie, TX 75165 |
| 2. Midlothian Conference Ctr (Foyer) 1 Community Circle Dr. | Midlothian, TX 76065 |
| 3. Palmer ISD Annex Bldg (Portable Bldg) 303 Bulldog Way | Palmer, TX 75152 |
| 4. Ellis County Sub-Courthouse (Foyer) 207 S. Sonoma Trail | Ennis, TX 75119 |
| 5. Red Oak Municipal Center (Pitts Rm) 200 Lakeview Pkwy | Red Oak, TX 75154 |
| 6. *Waxahachie ISD Admin Bldg (BoardRm) 411 N. Gibson Wax., TX 75165 (WISD) | |
| 7. *Mt Gilead Baptist Church (Fellowship Hall) 106 Harris St. | Italy, TX 76651 (Italy/Milford) |

Monday, April 19, 2021 <i>lunes, 19 de abril de 2021</i>	through <i>hasta</i>	Friday, April 23, 2021 <i>viernes, 23 de abril de 2021</i>	8:00 AM - 5:00 PM <i>8:00 AM - 5:00 PM</i>
Saturday, April 24, 2021 <i>sábado, 24 de abril de 2021</i>			8:00 AM - 4:00 PM <i>8:00 AM - 4:00 PM</i>
Monday, April 26, 2021 <i>lunes, 26 de abril de 2021</i>	and <i>y</i>	Tuesday, April 27, 2021 <i>martes, 27 de abril de 2021</i>	7:00 AM - 7:00 PM <i>7:00 AM - 7:00 PM</i>

Last day to register to vote for the Joint General and Special Elections is: Thursday, April 01, 2021.

Último día para registrarse para votar en la Elecciones General y Especial Conjunta es: jueves, 01 de abril de 2021.

Last day for the Election's Office to receive a Regular or FPCA Ballot by Mail Application: Tuesday, April 20, 2021.

El Último día para que la Oficina de Elecciones reciba una solicitud regular o una solicitud de tarjeta postal federal para votar por correo (FPCA-por sus siglas en inglés) es: martes, 20 de abril de 2021.

Absentee Application (Regular or Federal Postcard) for ballot by mail shall be mailed to:

Early Voting Clerk, 204 E Jefferson Street, Waxahachie, Texas 75165

Or email a scanned copy of signed application to elections@co.ellis.tx.us

Or faxed to 972-923-5194 (If faxed or emailed, then must receive original application within 4 days)

Las solicitudes (Regular o FPCA) de boletas electorales por correo deben enviarse por correo a:

Secretaria de la Votación Adelantada 204 E. Jefferson Street Waxahachie, TX 75165

O por correo electrónico una copia e su aplicación firmada a elections@co.ellis.tx.us

O por fax al 972-923-5194 (Si se envía por fax o correo electrónico, debe recibir la solicitud original dentro de los cuatro días)

****Locations #6-#7 pending if any of the listed Political Subdivisions cancel their Election.**

Ellis County, Texas *Condado de Ellis, Texas*
Joint General and Special Elections *Elecciones General y Especial Conjunta*
May 1, 2021 *01 de mayo de 2021*
Election Day Vote Centers *Centros de votación el día de las elecciones*

Polls open from 7:00 am to 7:00 pm

Horario de votación estarán abiertos de 7:00 am a 7:00 pm

The below listed Election Day Vote Centers will be established for any qualified voter with an effective date of registration on or before May 1, 2020. A voter may vote at any of the Election Day Vote Centers for the Joint General and Special Elections.

Las ubicaciones para centros de voto de días de votación se establecerán para cualquier votante calificado con una fecha efectiva de registro en o antes del 01 de mayo de 2021. Un votante puede votar en cualquiera de los centros de votación de día de las elecciones para las Elecciones General y Especial Conjunta.

- | | | |
|----|--|----------------------|
| 1 | ELLIS COUNTY SUB-COURTHOUSE (Foyer) 207 S SONOMA TRAIL | ENNIS, TX 75119 |
| 2 | ENNIS PUBLIC LIBRARY (Learning Center) 501 W. ENNIS AVE | ENNIS, TX 75119 |
| 3 | FAITH ASSEMBLY OF GOD CHURCH (Fellowship Hall) 1810 W BALDRIDGE ST. | ENNIS, TX 75119 |
| 4 | FERRIS PUBLIC LIBRARY (Trussell Mtg Rm) 301 E 10TH STREET | FERRIS, TX 75125 |
| 5 | MT GILEAD BAPTIST CHURCH (Cafeteria) 106 HARRIS ST. | ITALY, TX 76651 |
| 6 | FIRST BAPTIST CHURCH-MAYPEARL (Cafeteria) 5744 FM 66 | MAYPEARL, TX 76064 |
| 7 | MIDLOTHIAN CHURCH OF CHRIST (Rear Foyer) 1627 N HWY 67 | MIDLOTHIAN, TX 76065 |
| 8 | MIDLOTHIAN CONFERENCE CTR (Ballroom) 1 COMMUNITY CIRCLE DR | MIDLOTHIAN, TX 76065 |
| 9 | MOUNTAIN PEAK COMMUNITY CHURCH (Sanctuary) 751 W. FM 875 | MIDLOTHIAN, TX 76065 |
| 10 | GRACE CHURCH OF OVILLA (Flex Room) 519 WESTMORELAND RD | OVILLA, TX 75154 |
| 11 | PALMER ISD ANNEX BUILDING (Portable Bldg) 303 BULLDOG WAY | PALMER, TX 75152 |
| 12 | EASTRIDGE BAPTIST CHURCH (Gym) 732 E OVILLA RD | RED OAK, TX 75154 |
| 13 | RED OAK MUNICIPAL CENTER (Pitts Room) 200 LAKEVIEW PKWY | RED OAK, TX 75154 |
| 14 | ELLIS COUNTY WOMANS BUILDING (Main Room) 407 W JEFFERSON ST. | WAXAHACHIE, TX 75165 |
| 15 | FARLEY STREET BAPTIST CHURCH (GYM) 1116 BROWN ST. | WAXAHACHIE, TX 75165 |
| 16 | PARK MEADOWS BAPTIST CHURCH (Foyer) 3350 N HWY 77 | WAXAHACHIE, TX 75165 |
| 17 | SALVATION ARMY OF ELLIS COUNTY (Cafeteria) 620 FARLEY ST. | WAXAHACHIE, TX 75165 |
| 18 | * MILFORD COMMUNITY CENTER 109 S. MAIN STREET MILFORD, TX 76670 | (Milford ISD/City) |
| 19 | * ALMA COMMUNITY CENTER 104 INTERURBAN RD ENNIS, TX 75119 | (Alma) |
| 20 | * LIFEPOINT COMMUNITY 201 LOUISE RITTER RD RED OAK, TX 75154 | (Pecan Hill) |
| 21 | * MARVIN ELEMENTARY SCHOOL (CAFETERIA) 110 BROWN STREET WAXAHACHIE, TX 75165 | (WISD) |

Last day to register to vote for the Joint General and Special Elections is: Thursday, April 01, 2021.

Último día para registrarse para votar en la Elecciones General y Especial Conjunta es: jueves, 01 de abril de 2021.

Last day for the Election's Office to receive a Regular or FPCA Ballot by Mail Application: Tuesday, April 20, 2021.

El Último día para que la Oficina de Elecciones reciba una solicitud regular o una solicitud de tarjeta postal federal para votar por correo (FPCA- por sus siglas en inglés) es: martes, 20 de abril de 2021.

For More Information: Website at www.co.ellis.tx.us/Elections

OR Contact us at Elections Office 204 E Jefferson Waxahachie, TX 75165 972-825-5195

OR Facebook.com/EllisCountyElections

****Locations #18-#21 pending if any of the listed Political Subdivisions cancel their Election.**

**Estimated Cost for May 1, 2021 Joint Election
with 27 Political Subdivisions (Estimated Cost Before Cancellations)**

Item	Estimated Total Invoiced Cost of Election
Election Day Locations	21
Early voting Locations	9
Election Systems & Software (ES&S) Ballots Cost Estimated	\$1,900.00
Election Systems & Software (ES&S) Ballot Layout Charges Estimated	\$3,300.00
Election Systems & Software (ES&S) Ballot Audio Charges Estimated	\$8,200.00
Election Systems & Software (ES&S) Electronic Voting system programing Estimated	\$8,500.00
Election Systems & Software (ES&S) Testing and Coding Ballots Estimated	\$1,350.00
Newspaper Public Notice of Testing of Electronic Voting System	\$400.00
Newspaper Public Notice of Joint Election	\$4,300.00
Precinct Kits for Early Voting and Election Day: Labels, paper, envelopes, supplies, pens, tape, copies for precinct packets and training packets, signs for posting of state required information at polling place	\$1,500.00
Rental of County voting equipment DS200 Machines at \$57.50 each	\$1,897.50
Rental of County voting equipment ExpressVote Terminal Marking Device (ADA) at \$33.25 each	\$5,818.75
Movers Transportation of Voting Equipment 30 Early Voting and Election Day locations Dropped off and picked up after election	\$3,200.00
Voting Places Rental Charges locations	\$2,180.00
Election Day # of Poll workers	87
Election Day: Judges at \$10.50, Alternate Judges at \$9.50, Clerks at \$9.00 Estimated 21 Polling Location on Election day Estimated 87 poll workers, 15 hours on ED, 2 hours training, Judge pickup fees \$25	\$15,550.00
Early voting # of Poll workers	27
Early Voting: Judges at \$10.50, Clerks at \$9.00 at 9 Early Voting Locations Estimated 27 Poll Workers 68reg hours, 3 overtime hours, 2 hours training, Judge pickup fees \$25, Fica, Medicare	\$19,500.00
Absentee Mail Ballots Request	1500
Cost for Early Voting mail Ballots for postage and materials for each for ballot mailed	\$3,285.00
Early Voting Ballot Board and Cental Counting Station Workers	\$300.00
WiFi for Early voting and Election Day Laptops	\$860.00
Additional Office Personnel to assist before/during/after the Election and technichians for Early Voting and Election Day, and Election employee accrual overtime hours	\$8,000.00
Technichians Mileage for Early Voting and Election Day Support at polling sites	\$155.00
Estimated Cost of Election Expenses	\$90,196.25
Estimated Election Services Contract 10% Admin Fee	\$9,019.63
Estimated Total Cost of Joint Election	\$99,215.88

Political Subdivisions estimated cost of contracting with the Elections Department for May 1, 2021 Joint Election (Estimated Cost Before Cancellations)		
ENTITY	Voters 1/2021	Estimated Cost
GRAND PRAIRIE	23	\$1,450.00
VENUS	189	\$1,450.00
GARRETT	254	\$2,500.00
ALMA	271	\$2,500.00
BARDWELL	291	\$2,500.00
MILFORD	468	\$2,500.00
PECAN HILL	502	\$2,500.00
CEDAR HILL	526	\$2,500.00
MAYPEARL	557	\$2,500.00
MILFORD ISD (Includes Hill County)	674	\$2,500.00
OAK LEAF	1161	\$2,500.00
ITALY	1219	\$2,500.00
PALMER	1396	\$2,500.00
FERRIS	1568	\$2,500.00
ITALY ISD	1991	\$2,500.00
OVILLA (Includes Dallas County)	3163	\$2,500.00
PALMER ISD	3963	\$2,500.00
MAYPEARL ISD	3984	\$2,500.00
FERRIS ISD (Includes Dallas County)	5799	\$3,400.00
RED OAK	8972	\$4,000.00
ENNIS	10264	\$4,300.00
ENNIS ISD (Includes Navarro County)	15585	\$5,500.00
RED OAK ISD	20774	\$5,900.00
MIDLOTHIAN	23758	\$6,700.00
WAXAHACHIE	25320	\$7,100.00
MIDLOTHIAN ISD	33953	\$9,500.00
WAXAHACHIE ISD	35594	\$9,900.00

As of 1/4/2021 Subject to changes after Political Subdivision withdrawal and/or cancel the Election. Revised report with deposit amount and invoice will be given after the deadline to cancel an election has past.

The following Political Subdivisions will be having an Election on May 1, 2021. Entities will be contracting with the Election's Department to conduct their Election.

City of Alma General Election for the purpose of electing a Mayor and two At-Large Council Members – Vote for 2
 City of Bardwell General Election for the purpose of electing a Mayor and two At-Large Council Members – Vote for 2
 City of Cedar Hill General Election for the purpose of electing At-Large Council Member Places 1 & 4
 City of Ennis General Election for the purpose of electing a Mayor and Commissioner Ward District 1
 City of Ferris General Election for the purpose of electing At-Large Alderman Places 2, 3 & 5
 City of Garrett General Election for the purpose of electing a Mayor and At-Large Council Member Places 1 & 2
 City of Grand Prairie General Election for the purpose of electing At-Large Council Member Place 8 & District 6
 City of Italy General Election for the purpose of electing a Mayor and two At-Large Council Members – Vote for 2
 City of Maypearl General Election for the purpose of electing a Mayor and three At-Large Council Members – Vote for 3
 City of Midlothian General Election for the purpose of electing At-Large Council Member Places 5 & 6
 City of Milford General Election for the purpose of electing two At-Large Council Members – Vote for 2
 City of Oak Leaf General Election for the purpose of electing At-Large Council Member Places 1, 2 & 3
 City of Ovilla General Election for the purpose of electing a Mayor and At-Large Council Member Places 2 & 4
 City of Palmer General Election for the purpose of electing a Mayor and two At-Large Council Members – Vote for 2
 City of Pecan Hill General Election for the purpose of electing At-Large Council Member Places 3, 4 & 5
 City of Red Oak General Election for the purpose of electing a Mayor and At-Large Council Member Places 1 & 3
 City of Venus General Election for the purpose of electing a Mayor and At-Large Council Member Places 1 & 2
 City of Waxahachie General Election for the purpose of electing At-Large Council Member Places 4 & 5

Ennis ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 3, 4 & 5
 Ferris ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 1, 2 & 3
 Italy ISD General Election for the purpose of electing two At-Large Member of Board of Trustees – Vote for 2
 Maypearl ISD General Election for the purpose of electing three At-Large Member of Board of Trustees – Vote for 3
 Midlothian ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 1, 2 & 3
 Milford ISD General Election for the purpose of electing three At-Large Member of Board of Trustees – Vote for 3
 Palmer ISD General Election for the purpose of electing three At-Large Member of Board of Trustees – Vote for 3
 Red Oak ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 6 & 7
 Waxahachie ISD General Election for the purpose of electing At-Large Member of Board of Trustees Places 3, 4, & 5

Revised (Revisado) 1/4/2021 Subject to changes (sujeto a cambios)

All races will be vote for one unless noted otherwise. List is pending if any of the listed Political Subdivisions cancel the election. *(Todas las carreras votaran por una a menos que se indique lo contrario.*

La lista esta pendiente si alguna de las subdivisiones politicas enumeradas cancela su eleccion.)

EXHIBT A/B

**MAY 1, 2021
CITY OF VENUS
GENERAL ELECTION
(1 de Mayo del 2021 ciudad de Venus Eleccion general)**

April 19, 2021 through April 27, 2021 is the period for early voting by personal appearance. (Sec. 85.001). Any voter qualified to vote in the May 1, 2021, General Election is eligible for early voting by personal appearance. Early voting by personal appearance will be conducted at all following location:

Monday, April 19, 2021 - Friday, April 23, 2021 hours: 8:00 am until 5:00 pm

Monday, April 26, 2021 - Tuesday, April 27, 2021 hours: 7:00 am until 7:00 pm

(El 19 de Abril del 2021 hasta el 27 de Abril del 2021 es el periodo para la votación anticipada en persona. (Sec. 85.001). Cualquier votante cualificado para votar en la Elección General del 1 de Mayo del 2021, es elegible para la votación anticipada en persona se llevara a cabo en los siguientes lugares:

lunes, 19 de Abril del 2021 – viernes, 23 de Abril del 2021; horas: 8:00 am hasta 5:00 pm

lunes, 26 de Abril del 2021 - martes, 27 de Abril del 2021; horas: 7:00 am hasta 7:00 pm)

Hours for additional early voting will be extended;

Saturday, April 24, 2021 - hours: 8:00am until 5:00pm.

(Se extenderán las horas para la votación anticipada adicional;

Sábado, 24 de Abril del 2021 – horas: 8:00 am hasta 5:00 pm.)

EXHIBIT A/B (ANEXO A/B)

EARLY VOTING & ELECTION DAY LOCATION (Ubicación del Día de votación anticipada y elección)

May 1, 2021 Hours for Election Day are 7:00am until 7:00pm
(1 de Mayo del 2021, El horario para el Día De las Elecciones es de 7:00am a 7:00pm)

Comm. Pct 4:
(Comisario, Recinto 4)

Venus Community Center
210 Walnut St.
Venus, Texas 76084

Sec. 85.062 Texas Election Code

(2) The Commissioners court of a county with a population of 120,000 or more but less than 400,000 shall establish one or more early voting polling places other than the main early voting polling place in each Commissioners precinct containing territory covered by the election.

(Sec. 85.062 Código Electoral de Texas

(2) El Tribunal de Comisarios de un condado con una población de 120,000 ó más, pero menos de 400,000, establecerá al menos un centro de votación adelantada, además del centro primario de votación adelantada, en cada recinto de los comisarios que contiene territorio incluido en la elección.)

Exhibit C

COST OF SERVICE. The City of Venus shall pay for services , supplies, and equipment in accordance with the following estimated cost schedule. The City of Venus will be liable to pay all the expense that have endured; and a 10% administration fee.

CITY of VENUS: 2021 MAY 1ST

**Contracted Election with Johnson County/Separate Ballots 1 EV & 1 ED Location.
Pct. 8 & 25**

1. VOTING EQUIPMENT, TABULATION NOTICE, AND BUILDING RENTAL	Estimated	Actual
<u>(X) Rental M650 Optical Scanner</u>	\$350.00	
<u>(X) Rental ES&S Auto-Mark for HAVA</u>	\$350.00	
<u>(X) Programming Charges/Coding/Media/ shipping for 650 Central count & Auto-marks</u>	\$700.00	
<u>(X) Printing Ballots/Layout/Spanish Coding/ shipping</u>	\$800.00	
<u>(X) Publish Notice of Tabulation Test</u>	\$125.00	
<u>(X) Building Rental</u>	\$100.00	
2. CENTRAL COUNT EXPENSES		
<u>(X) CC Station Manager</u>	\$125.00	
<u>(X) Tabulation Supervisor</u>	\$100.00	
<u>(X) Assistant Tabulation Supervisor</u>	\$100.00	
<u>(X) ENR Manager</u>	\$100.00	
<u>(X) ENR Assistant</u>	\$75.00	
<u>(X) ENR Assistant</u>	\$75.00	
<u>(X) CC Station Clerks</u>	\$220.00	
<u>(X) Early Voting Ballot Board Judge</u>	\$156.00	
<u>(X) Early Voting Ballot Board Personnel</u>	\$528.00	
<u>(X) Provisional/Late Ballot Board Judge</u>	\$52.00	
<u>(X) Provisional/Late Ballot Board Clerks</u>	\$176.00	
<u>(X) Security</u>	\$140.00	
3. ESTIMATED EARLY VOTING COSTS		
<u>(X) Judge's Kit Early Voting</u>	\$40.00	
<u>(X) Ballot by Mail VEC</u>	\$250.00	
<u>(X) Early Voting Judge</u>	\$1,170.00	
<u>(X) Early Voting Clerks</u>	\$2,805.00	
<u>(X) Early Voting Mileage Reimbursement</u>	\$100.00	
<u>(X) Early Voting Pick up & delivery fee</u>	\$25.00	

Exhibit C

4. ESTIMATED ELECTION DAY COSTS

<u>(X) Judge's Kit Election Day</u>	<u>\$40.00</u>
<u>(X) Election Day Judge</u>	<u>\$208.00</u>
<u>(X) Election Day Clerks</u>	<u>\$462.00</u>
<u>(X) Election Day Pick up & delivery fee</u>	<u>\$25.00</u>
<u>(X) Supplies</u>	<u>\$200.00</u>

Subtotal \$9,597.00

5. CONTRACT ADMINISTRATIVE FEE & TOTAL COST

<u>10% of Subtotal</u>	<u>\$959.70</u>
------------------------	-----------------

TOTAL COST \$10,556.70

*** Per section: 7.01**

If the Election is canceled there will be a fee of \$75.00 to be paid by CITY within (30) days of said cancellation.

**ELECTION AGREEMENT
FOR JOHNSON COUNTY AND JOHNSON COUNTY CITY OF VENUS
MAY 1, 2021**

THIS AGREEMENT is made and entered into this ____ day of _____ 2021, by and between the COUNTY OF JOHNSON, TEXAS, acting by and through the JOHNSON COUNTY ELECTIONS ADMINISTRATOR (hereinafter referred to as "COUNTY") and CITY OF VENUS, acting by and through its Executive Director or his designee (hereinafter referred to as "CITY").

WHEREAS, the COUNTY will be conducting the "CITY" General Election on May 1, 2021 for registered voters of Johnson County, Texas residing within CITY; and

WHEREAS, pursuant to Sec. 31.093, Texas Elections Code, the County Elections Administrator is required to enter into a contract with CITY to conduct and furnish election services for this May 1, 2021 General Election of CITY: and

WHEREAS, CITY desires that the Johnson County Elections Administrator conduct and coordinate this election; NOW THEREFORE,

FOR AND IN CONSIDERATION of the mutual project referenced herein, the parties hereto agree to hold an election on May 1, 2021 from 7:00 a.m. until 7:00 p.m., in accordance with Section 271.002, Texas Election Code, and that said election to be conducted pursuant to the terms of this agreement.

I. AGREEMENT

GENERAL TERMS:

- 1.01 On May 1, 2021, the election shall be held from 7:00 AM until 7:00 PM, that day, at the location listed on Exhibit B.**
- 1.02 The political subdivision participating in the election on May 1, 2021, shall have and use the election Judges and ES&S AutoMark voting equipment.**

II. JOHNSON COUNTY

- 2.01 The COUNTY agrees to coordinate, supervise, and conduct the Election, pursuant to the provisions of the Texas Election Code unless specifically provided otherwise in this Agreement with the understanding that the Election is only for the registered voters of Johnson County, Texas residing within the CITY
- 2.02 The Elections Administrator shall perform the following duties:
- a. Designate voting locations and contact the owners or custodians of public (or if unavailable, private) buildings and arrange for their use. Such voting locations shall be furnished to CITY as soon as possible.
 - b. Appoint, notify, and train the presiding judges and alternate judges and clerks. The names and addresses of each judge and alternate judge and clerk shall be furnished to the CITY at a later date.
 - c. Compensate election judges, alternate judges and clerks.
 - d. Transport voting equipment to and from each polling location.
 - e. Rent, if necessary, voting locations.
 - f. Provide lists of registered voters to the election judges.
 - g. Preparation of programs and test materials for tabulation of the ballots to be used with electronic voting equipment in accordance with the provisions of the Texas Election Code and of this Agreement.
 - h. Publish notice of the date, time, and place of the testing of the electronic tabulation equipment and conduct such testing.

III. EARLY VOTING AND ELECTION DAY VOTING

- 3.01 Early Voting by Personal Appearance
- a. The Elections Administrator, Patty Bourgeois shall serve as Early Voting Judge for the CITY General Election and other judges and clerks shall be appointed by her as needed.

- b. Early Voting by personal appearance shall be conducted at the location listed on Exhibit A. All eligible voters in the City of Venus of Johnson County may vote early at the Venus Community Center 210 Walnut St., Venus, Texas 76084.
- c. Early Voting by personal appearance will begin on April 19, 2021, and will end on April 27, 2021. There will be no early voting on Saturday, or legal holidays, unless otherwise agreed to by the parties.
- d. Temporary extended hours at those sites listed as in sec: 85.005 of the Election Code.

3.02 Early Voting By Mail:

- a. The COUNTY shall be responsible for early voting ballot requests by mail.
- b. CITY shall forward any requests by mail applications to the COUNTY.
- c. The COUNTY shall be responsible for all preparation of mail ballots including mailing ballot to voter.

3.03 The Ballot Board Judge for the CITY shall be as designated by the COUNTY. The Early Voting Ballot Board's duties will include:

- (1) Serve as Signature Verification Committee
- (2) Prepare the mail ballots for tabulation.
- (3) Convene to count provisional ballots and late ballots from out of the country, if any. (7th day or earlier after Election Day).

3.04 Election Day Voting:

The COUNTY shall be responsible for the following:

- a. Procure, prepare, and distribute supplies and the ES&S AutoMark and other election equipment for personal appearance on Election Day.
- b. Procure, prepare, and distribute Election Day supplies, tables, chairs if needed, and equipment, including ballots.
- c. Supervise the handling and disposition of election returns, tabulate unofficial returns, and assist in preparing the tabulation for the official canvass.
- d. Prepare the canvass report after all precincts have been counted and make available a copy of the appropriate part of the tabulation report.

- e. Conduct the manual count.
- 3.05 Serve as custodian of election records and store election records as provided by Section 66.058 of the Texas Election Code for a period of 22 months.

IV. CITY

CITY shall have the following responsibilities in conducting this election on May 1, 2021

- 4.01 Prepare any election orders, resolutions, notices, writ of election, and other pertinent documents for adoption for execution by the appropriate officer; and take all actions required by law for calling the election, handling contests, canvassing the returns, and declaring the results of the election.
- 4.02 Prepare and publish information for the required election notice.
- 4.03 Deliver to the Elections Administrator the official wording, including Spanish translation, to be printed on the optical scan ballot. All documents must be delivered to the County Elections office by the 23rd day of February 2021. If the documents are not received by the above date this Election Agreement will be terminated and County will have no obligations regarding the above referenced election.
- 4.04 Approve final optical scan ballot wording for content, form, and spelling.
- 4.05 Prepare and publish the Notice of Election, which is the required and described method of giving notice in accordance to Texas Election Code (Sec 4.003(a) (1).
- 4.06 Provide maps and other reference guides.
- 4.07 Assist the Election Administrator with providing Election Personnel.
- 4.08 Pursuant to Texas Election Code Sec. 67.003, canvass the official results between the 3rd and 11th day following the election.

V. PAYMENT FOR SERVICES

- 5.01 In consideration for the services and expenses provided by the County for conducting this election, the County shall be reimbursed for the optical scan ballots, ballot layout, media, coding the ES&S AutoMark equipment, M650 optical scan equipment, voting supplies, Election Judges, Clerks, Central Count, Ballot board, a 10 % administration fee, and any other expenses listed on Exhibit C.
- 5.02 Should a recount be required, those costs associated with the recount, if any, shall be in accordance with the provisions of the Texas Election Code.
- 5.03 The official for parties to contact for all purposes shall be listed at the end of the Agreement. All notices and other deliveries under the Agreement shall be delivered to said individual so listed.

VI. RUN-OFF ELECTION

- 6.01 In the event there is a run-off election, this Agreement shall be extended for the time necessary to conduct the run-off election and the CITY and COUNTY agree to continue to perform their respective responsibilities as set forth in this Agreement as are applicable to a run-off election. CITY will be responsible for any and all additional costs associated with the run-off election incurred by COUNTY. Any additional costs owed to COUNTY by CITY will be invoiced by COUNTY and CITY agrees to pay said invoiced amount within thirty (30) days of receipt of the invoice from COUNTY.

VII. TERMINATION IF ELECTION IS CANCELED

- 7.01 In the event that the election is canceled due to all candidates being unopposed, County and CITY agree that this Agreement will be terminated and CITY will owe a cancellation fee of \$75.00 to be paid by CITY within thirty (30) days of said cancellation.

ACCEPTANCE:

On behalf of Johnson County Elections Administration, I hereby accept the terms of the Agreement.

Signed the _____ day of _____, 2021.

Patty Bourgeois
Elections Administrator
Johnson County, Texas

On behalf of City of Venus, I hereby accept the terms of this Agreement.

Signed the _____ day of _____, 2021.

James L Burgess, City of Venus
Mayor

IN WITNESS WHEREOF, the above Agreement was adopted at a meeting of the Commissioner's Court of Johnson County on the _____ day of _____, 2021.

COUNTY OF JOHNSON

County Judge
Johnson County Commissioners
Court

Officials for notice:
Patty Bourgeois
Elections Administrator
Johnson County
P.O. Box 895
Cleburne, Texas 76033

James L. Burgess, City of Venus
Mayor
700 W HWY 67
Venus, Texas 76084

RESOLUTION NO. 41-2021-02

A RESOLUTION OF THE CITY OF VENUS, TEXAS, SETTING THE DATE, TIME AND PLACE FOR THE PUBLIC HEARING TO CONSIDER THE IMPOSITION OF WATER AND WASTEWATER IMPACT FEES; PROVIDING FOR THE PROVISION OF NOTICE OF THE PUBLIC HEARING; AND PROVIDING FOR AN EFFECTIVE DATE OF THIS RESOLUTION.

WHEREAS, the City Council of the City of Venus, Texas (the “City Council”) has been presented with a proposal for the imposition of water and wastewater impact fees within the City and within its extraterritorial jurisdiction; and

WHEREAS, the Texas Local Government Code requires a public hearing be held on the proposed order, ordinance or resolution imposing an impact fee; and

WHEREAS, the City Council has determined that such public hearing shall be held on April 12, 2021.

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

Section 1. All of the above premises are true and correct and are hereby incorporated in the body of this Resolution as if fully set forth herein.

Section 2. On April 12, 2021 at 7:00 P.M. in the Venus Community Center, 210 S. Walnut Street, Venus, Texas, the City Council of Venus, Texas will hold a Public Hearing giving all interested persons the right to appear and be heard on the proposed Water and Wastewater Impact Fees.

Section 3. The City Secretary of the City of Venus, Texas is hereby authorized and directed to cause notice of such public hearing to be published once in a newspaper having general circulation in the City and in the above-described territory not less than thirty (30) days prior to the date of such public hearing, in accordance with Chapter 395 of the Local Government Code.

Section 4. The City Secretary of the City of Venus, Texas is hereby authorized and directed to cause notice of such public hearing to be sent to any person requiring notice under Texas Local Government Code § 395.049(a).

Section 5. This Resolution shall take effect immediately upon and after its adoption.

PASSED AND ADOPTED ON THIS 8th DAY OF FEBRUARY, 2021.

City of Venus,

James Burgess, Mayor

APPROVED AS TO FORM:

ATTEST:

City Attorney

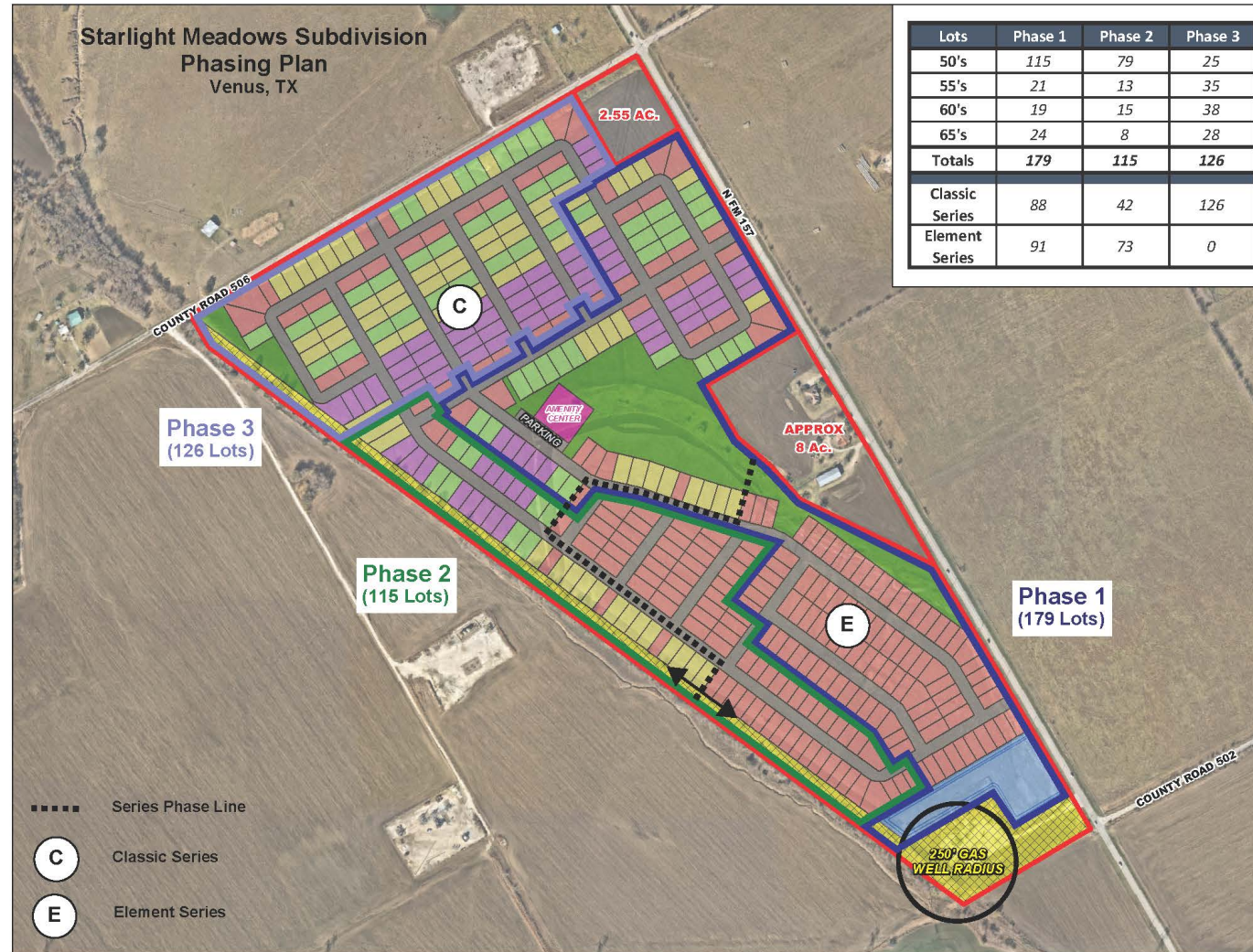
City Secretary

STARLIGHT MEADOWS



STARLIGHT MEADOWS

Concept Plan



VICINITY MAP
Scale: 1 inch equals 5 miles

LEGEND

- Tract
- 50' Lot
- 55' Lot
- 60' Lot
- 65' Lot
- Amenity Center (0.77 Ac.)
- Detention (3.53 Ac.)
- Gas Pipeline/Well (10.56 Ac.)
- Open Space (12.46 Ac.)
- Right-Of-Way (19.69 Ac.)

Note: Lots are 120' deep. Right-of-Way is 50' wide.

PRELIMINARY LAND PLAN 2B

**STARLIGHT MEADOWS
JOHNSON COUNTY, TEXAS**



1 inch = 400 Feet

Disclaimer: This product is offered for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property, governmental and/or political boundaries or related facilities to said boundary. No express warranties are made by Jones | Carter, Inc. concerning the accuracy, completeness, reliability, or usability of the information included within this exhibit.



JONES | CARTER

Texas Board of Professional Engineers Registration No. F-439

STARLIGHT MEADOWS

Community Features



STARLIGHT MEADOWS

Exterior Elevations & Attributes

- Covered front porches & balconies
- Unique stone and brick exteriors
- Beautifully designed landscaping
- Variation of street elevations



STARLIGHT MEADOWS

Interior Features



STARLIGHT MEADOWS

Interior Features



STARLIGHT MEADOWS

Features

- Architecturally unique interior living spaces
- Open, flowing plans
- Dramatic windows allow an abundance of natural light
- Completely sodded yard, irrigation, and landscaping with stone border.



STARLIGHT MEADOWS

Energy Efficiency

- LED Lighting
- Radiant Barrier Decking
- Dual paned, vinyl, Low E windows
- Combined 16 SEER rated heating and air conditioning system
- R-38 attic insulation
- Insulated Garage Doors
- Digital Programmable thermostats
- Dual zoned HVAC systems on all 2-story homes
- Irrigation systems engineered to reduce water usage
- Smart House Technology

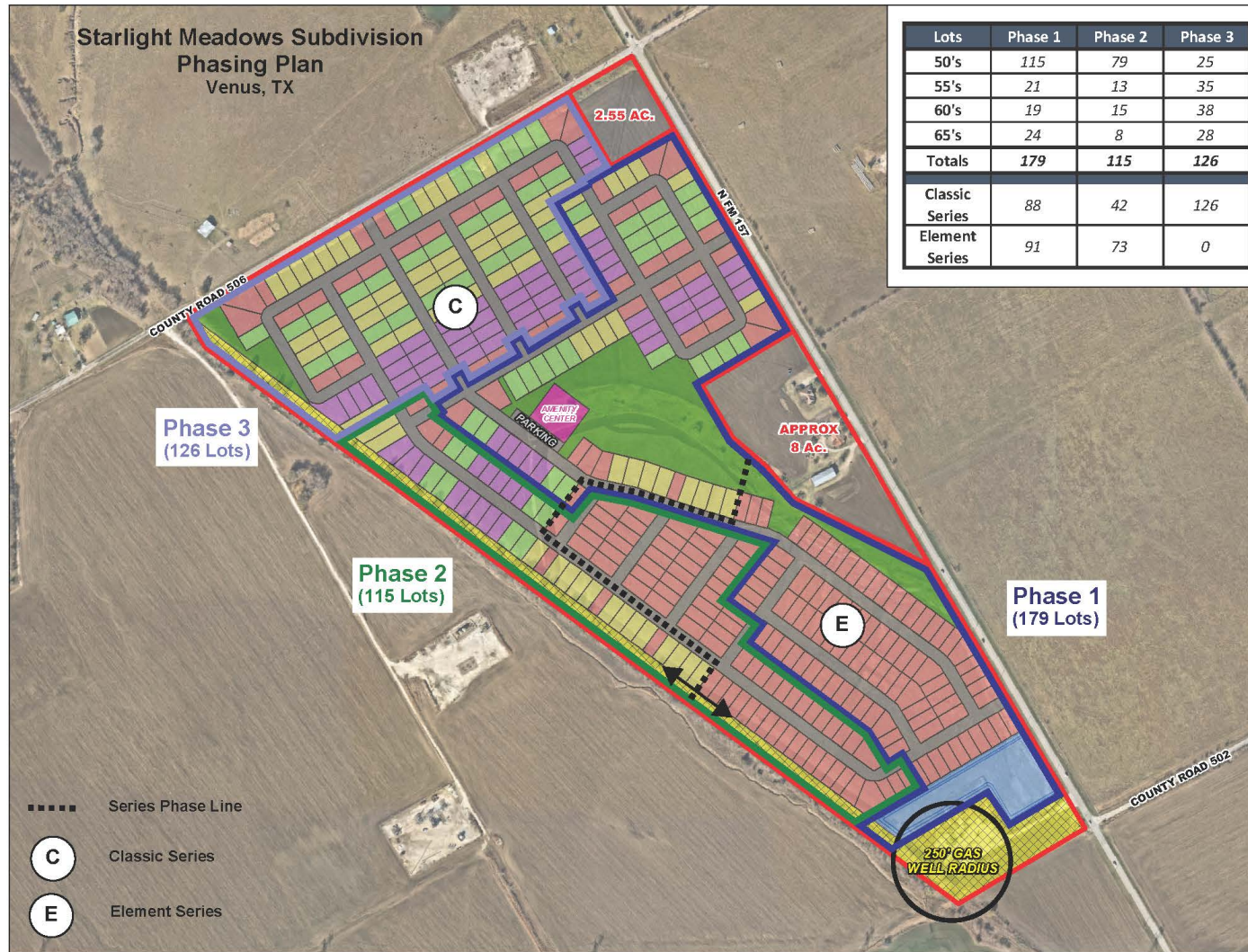
STARLIGHT MEADOWS

Summary

- Beautiful homes
- Approximately \$120,000,000 in property values
- Targeted to first time and move-up homeowners
- Improved open space/park improvements
- Approximately \$500,000 in sales tax on building materials to the City of Venus

STARLIGHT MEADOWS

Concept Plan



VICINITY MAP
Scale: 1 inch equals 5 miles

LEGEND

- Tract
- 50' Lot
- 55' Lot
- 60' Lot
- 65' Lot
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PRELIMINARY LAND PLAN 2B

**STARLIGHT MEADOWS
JOHNSON COUNTY, TEXAS**



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JONES | CARTER

Texas Board of Professional Engineers Registration No. F-439

User Name: NJS

Date: 12/2/2020

Project Number: XXXXXX-XXXX-XX

Path: C:\gis_data\landmark_dfw\Bloomfield\venus\DAJO-2020\land_plan2b.mxd

STARLIGHT MEADOWS





**City Council Agenda Item Report
February 8th, 2021**

James Groom, Chief of Police
972-366-3537
jgroom@venuspolice.org

DISCUSS AND CONSIDER:

6.6 Discuss and Consider Resolution No. 42-2021-02 to authorize grant submission for Rifle Resistant Vest grant through the Texas Office of the Governor and to designate City Administrator Andy Wolfe as the grantee's authorized official.

1. BACKGROUND/HISTORY:

The Texas Office of the Governor has offered grants for Rifle Resistant Vests in prior fiscal years since shortly after the 2016 Ambush Shooting in Dallas, Texas which resulted in five officers killed and nine officers injured.

The Venus Police Department previously participated in this grant opportunity in 2018 and secured funding to outfit the officers at that time. The deployment, care, and storage related to these vests are covered under department policy. Since receiving the vests we have had the need to deploy the vests on a couple of occasions and they are a much needed tool when facing a potentially armed and violent suspect.

2. FINDINGS / CURRENT ACTIVITY:

The Venus Police Department needs new vests due to increased staffing and to account for sizing differences in officers who the vests were originally purchased for.

This grant requires ZERO matching funds and has no minimum or maximum funding level. No local city funds will be needed to secure the grant funding.

3. RECOMMENDATIONS:

Staff recommendation is to authorize the resolution due to the need for the vests and that it is a ZERO matching funds required grant.

4. ATTACHMENTS:

Please see the Resolution which is attached to the Web-Based agenda on Community.

	VENUS POLICE DEPARTMENT	
	Policy 13.2 Rifle Resistant Body Armor	
	Effective Date: 01/26/2018	Replaces: NEW
	Approved: <u>Michael Boese</u> Chief of Police	
	Reference:	

I. Purpose

Law enforcement officers are exposed to significant danger from high powered rifles, and ammunition capable of penetrating standard body armor. The Venus Police Department endeavors to provide Rifle Resistant Body Armor for its officers in order to increase officer safety. The purpose of this guideline is to authorize the use of Rifle Resistant Body Armor and to provide guidance for the deployment, care, maintenance, fitting, and storage of the armor, as well as outline the necessary training to ensure proper use of the armor.

II. Policy

The Venus Police Department is committed to maximizing officer safety through the issuance of equipment, training, and policies designed to protect officers. The department allows approved Rifle Resistant Body Armor plates and carriers, both personally owned and provided by the Department, to be carried and used by officers as outlined.

III. Procedures

A. Issuance of Rifle Resistant Body Armor

1. The Venus Police Department will issue rifle resistant body armor when grant funding or other funds are available to purchase this type of equipment.
2. Officers can purchase and use their own Rifle Resistant Body Armor if the department does not have the funds to issue this equipment or if the officer wishes to have a different model of vest that meets departmental standards.
3. If an officer wishes to carry their personally owned Rifle Resistant Body Armor the body armor should meet or exceed NIJ Standard-0101.06, will be of the same color as the currently issued vests, and will have to be approved by the Chief of Police or his designee.
4. Officers who carry personally owned body armor shall comply with all policies related to Rifle Resistant Body Armor.
5. Rifle Resistant Body Armor that is issued by the department shall be adjustable to the size of the officer it is issued to. Officers should follow

	VENUS POLICE DEPARTMENT	
	Policy 13.2 Rifle Resistant Body Armor	
	Effective Date: 01/26/2018	Replaces: NEW
	Approved: <u>Michael Boese</u> Chief of Police	
	Reference:	

manufacturer instructions on properly sizing the outer carrier to their individual size and immediately report any sizing issues to their supervisor.

B. Training Procedures for Rifle Resistant Body Armor

1. Training will be provided to officers when their Rifle Resistant Body Armor is initially issued to them in the following areas:
 - a. Policy related to Rifle Resistant Body Armor
 - b. How to properly size the armor
 - c. Proper procedures for caring for and inspecting the armor
 - d. Attaching gear and setting up the body worn camera mount
 - e. Where to store the armor on and off-duty
 - f. When to deploy the armor
 - g. Practical demonstration of deploying the armor
2. Firearms training provided to officers should incorporate the armor in the following way:
 - a. Policy related to Rifle Resistant Body Armor
 - b. Practical demonstration of deploying the armor
 - c. Firing handguns, rifles, and other department approved weapons while wearing the armor.

C. Care and Inspection of Issued Rifle Resistant Body Armor

1. Officers and supervisors who regularly respond to calls for service or typically provide direct police services to the public shall:
 - a. Have the body armor in a readily accessible area in their patrol vehicle during their shift or other location approved by the Department.
 - b. Make sure that the body armor is properly fitted for themselves and can be put on quickly in an emergency situation.
 - c. Make sure "POLICE" identifiers are affixed properly to the front and back of the vest, a body camera mount is affixed to the body armor, and any other gear affixed to the body armor is in serviceable condition.

	VENUS POLICE DEPARTMENT	
	Policy 13.2 Rifle Resistant Body Armor	
	Effective Date: 01/26/2018	Replaces: NEW
	Approved: <u>Michael Boese</u> Chief of Police	
	Reference:	

- d. Remove the body armor at the completion of their shift and store it in an appropriate place to prevent damage from heat or cold temperatures and theft.
 2. Any member of the department who has been issued Rifle Resistant Body Armor shall inspect their body armor at least once a month for signs of damage including removing the armor plates from the carrier and inspecting the plates.
 3. Any damage or other defects shall be immediately reported to a supervisor so that the armor can be fixed or replaced depending on the issue.
 4. Rifle Resistant Body Armor should be cleaned based on manufacture recommendations.
 - a. Do not use bleach or other harsh chemicals on armor plates.
 - b. Use a damp cloth to wipe off armor plates.
 - c. Outer carriers can be hand washed and air dried after removing equipment and pouches.
- D. Use of Rifle Resistant Body Armor**
1. Rifle Resistant Body Armor should be deployed by officers under the following circumstances:
 - a. Responding to a call involving an active shooter.
 - b. Executing a search warrant or high-risk arrest warrant.
 - c. Responding to a call or any situation that the officer reasonably believes may necessitate additional protection that the Rifle Resistant Body Armor could provide.
 2. Officers should move their body worn camera from their normal uniform mount to the mount on the Rifle Resistant Body Armor when putting on the armor so that the camera can capture video and audio according to the body worn camera policy whenever circumstances allow.
 3. Officers shall remove Rifle Resistant Body Armor as soon as reasonably possible after potential threats have adequately diminished.



RESOLUTION 03-2018-02

WHEREAS, the City Council and Mayor of the City of Venus finds it in the best interest of the citizens of Venus, that the Venus Police Department Rifle Resistant Body Armor Program be operated for the 2018 (Year); and

WHEREAS, the City Council and Mayor of the City of Venus agrees to provide applicable matching funds for the said project as required by the Criminal Justice Division of the Governor's Office Rifle Resistant Body Armor grant application; and

WHEREAS, the City Council and Mayor of the City of Venus agrees that in the event of loss or misuse of the Office of the Governor funds, the City Council and Mayor of the City of Venus, assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, the City Council and Mayor of the City of Venus, designates Michael Boese, City Administrator, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the City Council and Mayor of the City of Venus approves submission of the grant application for the Rifle Resistant Body Armor Program to the Office of the Governor, Criminal Justice Division.

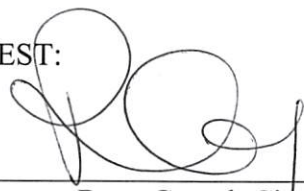
Grant Number: 3490701 Rifle Resistant Body Armor Program

Passed and Approved this 12th day of February 2018.

CITY OF VENUS


James L. Burgess, Mayor

ATTEST:


Rana Gamel, City Secretary



**City Council Agenda Item Report
September 17, 2020**

James Groom, Chief of Police
972-366-3537
jgroom@venuspolice.org

DISCUSS AND CONSIDER:

6.7 - Discussion, consideration, and action as may be appropriate regarding approval of the purchase of Mygov web-based software subscription and authorize the Mayor to sign necessary documents related to this purchase.

1. BACKGROUND/HISTORY:

City of Venus staff began searching for software that would help automate many manual processes, and to better track certain services and processes the City completes.

One of the goals of this search was to provide the public easier access to needed services related to permits, licensing, applications, forms, planning, code enforcement, animal control, open record requests, and work orders.

2. FINDINGS / CURRENT ACTIVITY:

City Staff identified several different potential software vendors and evaluated the available solutions.

One of the major goals was to find a system that incorporated as many different features as possible in one product, so customers and staff only had one login to monitor and one system to learn.

Out of the available options, Mygov was the least expensive option that had the most features under one system.

This software would allow for the following (and much more):

Electronic plans to be submitted paperless where they would enter an automated approval process as they make their way through engineering, inspection, fee collection, and permit issuance.

Code enforcement complaint submitted by a citizen would go to Code Enforcement who would do an inspection of the property documented in the Mygov system, generate warning letters that are automated, remind the officer to conduct a secondary inspection, document outcome of case, and present case in court. Reports can be generated that shows what activities the officer has done in a specific time frame.

Animal Control complaints to be tracked in a similar manner to Code.

Any type of permit (garage sale, food truck, fence, electrical etc) will be able to be applied for online, any applicable inspections scheduled in the system, customer can pay online when the permit is ready, and automated emailing of the permit to the customer upon completion of all steps.

Manage business licenses such as rental registration, alcohol licenses, and alarm permits, and animal registrations. Module notifies license holders when their license is set to expire and allows them to pay online.

A customer can request any number of services such as pothole repair, mowing, meter set, or park maintenance. The request will be forwarded to an employee, supervisor, or department head depending on what is being requested and there will be documentation of how the request was handled. The customer can receive notifications about their request and see what happened throughout the process.

A module to track City Equipment including vehicles, computer hardware, and issued tools and equipment for public works and police department. This module would replace some existing software that currently costs about \$600 a year just to keep track of the police departments fleet and would allow public works and city admin vehicles to be added.

Integrates with our new city website for a seamless experience for the community.

Mygov does integrate with with Incode in some applications which will reduce some duplication of data entry.

3. RECOMMENDATIONS:

Chief spoke to two cities that are currently using mygov, and both highly recommended it.

Chip from Sherman – 20-year customers. Takes about 10 minutes to train new staff on how to navigate and use the software once it is setup. They are using it for many different departments. App or laptop. Time savings/Manpower savings/Money savings

Josh from Burleson – 6-year customers. They love it. Almost went with another company but mygov offered many services that the other did not. Support is wonderful. Most issues are solved in two hours, but they elevate tickets quickly if need be. Never had to wait more than 24 hours for resolution. Easy custom reports for presentations or website

City staff recommendation is to approve the purchase of the mygov system.

4. ATTACHMENTS (Attached to Agenda Item on Community):

- a) Powerpoint Presentation
- b) Mygov Module Descriptions
- c) Mygov Quote



mygov[®]
Building Better Communities

Departments Served

- Building
- Community Development
- Planning & Zoning
- Code Enforcement
- Neighborhood Services
- Public Works
- Fleet and Building Maintenance
- Administration
- City Clerk and City Secretary
- Engineering
- GIS
- Police
- Fire
- Parks and Recreation
- Health

Main Features

- Web Hosted / Secure
- Unlimited - Users, Support, Data Storage, Module Duplication
- 6 Week Install for Custom Applications
- Free eLearning for future staff
- Mobile and Virtual Inspections
- Online Applications and Payments



Core Modules



PERMITS



CODE ENFORCEMENT



BUSINESS LICENSE



WORK ORDER



PERMITS

[visit site](#)

- **Description**

Use this module to track applications, reviews, payments and inspections by location, such as “Building Permits”, “Fence Permits”, “Alarm Systems” and “Special Events”. Allow external contacts to apply online, pay fees, respond to reviews, request inspections and be issued the requested permits using the included Collaborator Portal. The Electronic Plan Review module can be added to seamlessly handle blueprints online.

- **Use Cases**

- Residential Build
- Commercial Build
- Fire Systems
- Mobile Food Trucks
- Electrical
- Excavation
- Alarm Systems
- Demolition
- Mechanical
- Occupancy
- Roof
- Special Events
- Plumbing
- Fence
- Mobile Home
- Driveway



mygov[®]
Building Better Communities

Example - Module Dashboard - Permits

+

Create New Project

HOME

PROJECTS

All

116

Active

75

Requested

24

Expired

17

Expiring

35

Pending Docs

6

Pending Archive

9

Archived

2

Suspended

1

On Hold

0

Manager Load

REVIEWS

INSPECTIONS

INVOICES

TOOLS

Permits & Inspections Overview

Here is your latest activity along with some helpful shortcuts.

My Projects

Your assigned projects.

ACTIVE

59

SUSPENDED

0

ON HOLD

0

My Expiry

Your assigned, expiry projects.

EXPIRES TODAY

0

EXPIRED

8

THIS WEEK

2

My Requests

Your assigned requests on active projects.

DUE TODAY

0

PAST DUE

21

DUE THIS WEEK

0

My Reviews

Your assigned reviews on active projects.

DUE TODAY

0

PAST DUE

17

DUE THIS WEEK

0

My Inspections

Your assigned inspections on active projects.

DUE TODAY

0

PAST DUE

10

DUE THIS WEEK

2

My Inspections Appointments

Your assigned inspections appointments on active projects.

DUE TODAY

0

PAST DUE

12

DUE THIS WEEK

1

My Pending Documents

Your documents that are ready to print.

TO ISSUE

5

TODAY

0

PAST DUE

6

THIS WEEK

0

Example - Project Dashboard - Permits

+

Create New Project

HOME

PROJECTS

All116

Active75

Requested24

Expired17

Expiring35

Pending Docs6

Pending Archive9

Archived2

Suspended1

On Hold0

Manager Load

REVIEWS

INSPECTIONS

INVOICES

TOOLS

Started: 10/06/2020 at 5:48 PM

Elapsed time: 57d 15h 41m

Go back

#20-000102 - Building Permit New (C)

Project Type: Building Permit New (C)

Department: Building Services

Applicant: General Contractor

Project Manager: DevClerk John

Overview

Reviews

Inspections

EPR

Payments

Documents

Updates

Comments

Contacts

ADDRESS

1034 Locust St, Abilene, TX USA 79602

Prop ID: 12349

Details | Activity | Map | Edit

DESCRIPTION

test

Project Steps

Information Fields

Fees

Credentials0

Occupancy Information

Correction Items5

Type: All Steps

All

On

Off

Active

Done

Search for Steps, Users or Status...

STEP 01	Application Request	DevClerk John	Standard	Accepted	
STEP 02	New Building Application Review (C)	DevClerk John	Review	Approved	
STEP 03	Payment Due Plan Review (C)	DevClerk John	Payment	Paid	
STEP 04	Building Review (C)	CBO Jim	Review	Items Required	43
STEP 05	Engineering Review (C)	Engineer Eddie	Review	In Review	
STEP 06	Fire Review (C)	FireMarshall Fran	Review	In Review	

CODE ENFORCEMENT

[visit site](#)

- **Description**

Use this module to track code violations, inspections, abatements, citations, hearings and vehicles related to case work. Create a custom workflow to handle cases, such as “Nuisance”, “Structures”, “Vehicles” and “Zoning”. Allow citizens to easily report issues using the included Request Manager module, which auto-creates a potential violation in the Code Enforcement module. Officers and staff can easily result inspections, generate custom letters, schedule repeat inspections, collect evidence and distribute abatement jobs online using the included Collaborator Portal.

- **Use Cases**

- Illegal Occupation
- Noise
- Zoning
- Unsafe Structure
- Weed Lot
- Dumping
- Illegal Sign
- Junk Vehicles
- Vacant Structure
- Graffiti
- Trash and Debris
- Illegal Construction
- Prohibited Animals

BUSINESS LICENSE

[visit site](#)

- **Description**

Use this module to track licenses and recurring inspections by location, such as “Food and Beverage”, “Alcohol Permits”, “Rental Registrations” and “Fire Alarm Permits”. Allow external contacts to apply online, pay fees and be issued the requested license. License holders receive a notification when their license is about to expire or a key date on their license is expiring, such as “State License”, “Bond” or “Worker’s Comp”. Easily see when a license is expired, on hold or revoked.

- **Use Cases**

- Food Permit
- Alcohol License
- Property Registration
- Rental Registration
- Business License
- Merchant License
- Handgun Permit
- Fire Alarm Permit
- Drainage Fees
- Register Backflow
- Day Care Facilities
- Long Term Facilities
- Drainage Fees
- Register Backflow
- Day Care Facilities
- Long Term Facilities

WORK ORDER

[visit site](#)

- **Description**

Use this module to track work orders related to your public infrastructure, building maintenance, IT, etc. Create orders with multiple “Jobs” for tracking large projects, such as street repairs, sewer leaks, water line replacements, etc. Associate “Assets” to the order to track asset usage or to conduct maintenance on the asset. Track your budget for each work order category to know total costs for workers, equipment and materials.

- **Use Cases**

- Facility Maintenance
- Fleet Maintenance
- Streets
- Meter
- Park Maintenance
- Pothole / Paving
- Sewer Repair
- Mowing
- Drainage
- Abatements
- Tree and Brush
- Sign / Signal
- Solid Waste
- Meter Set
- Water Repair
- Locates



Expansion Modules



CREDENTIAL MANAGER



LIEN AND COLLECTION



ASSET MANAGEMENT



ELECTRONIC PLAN REVIEW



GIS / MAPPING

CREDENTIAL MANAGER

[visit site](#)

- **Description**

Use this module to track credentials and renewals for your contacts that hold qualifications, such as “General Contractor”, “Roofer”, “Food Handler” and “Solicitor”. Allow external contacts to apply online, pay fees and be issued the requested credential. Credential holders receive a notification when their qualification is about to expire or a key date on their credential is expiring, such as “State License”, “Bond” or “Worker’s Comp”. Easily see when a credential is expired, on hold or revoked. The Credential Manager integrates seamlessly with the Permit module to auto-validate contacts and their ability to submit applications or request inspections.

- **Use Cases**

- General Contractor
- Roofer
- Pool Manager
- Pool Contractor
- Plumber
- Architect
- Food Handler
- Sign Installer
- Electrician
- Engineer
- Solicitor
- Excavator
- HVAC

ASSET MANAGEMENT

[visit site](#)

- **Description**

Use this module to track your assets, asset orders, cost and usage. This is a great way to manage your asset inventory while understanding the cost of maintaining the asset. Start a “Work Order” from an asset and conduct routine or scheduled maintenance. Easily track your budget by asset category to know total costs for equipment and materials.

- **Use Cases**

- Vehicles
- Machinery
- Computer Hardware
- Furniture
- Bridges
- Streets
- Water Distribution
- Wastewater
- Stormwater
- Signs
- Signals
- Buildings
- Stormwater
- Signs
- Signals
- Buildings

ELECTRONIC PLAN REVIEW

[visit site](#)

- **Description**

Use this module to receive electronic plans for projects created in the Permit module. Plan documents such as “Elevations”, “Floor Plans”, “Site Plan” and “Framing” can be submitted online through the included Collaborator Portal. Plans are auto-distributed to the appropriate reviewers where they can open the document, use editing tools, mark corrections, request resubmissions and compare versions. When the document is approved, the reviewer can apply a stamp and signature. All plan documents can be viewed by the agency user and the applicant using a device such as an iPad.

- **Use Cases**

- Site Plan
- Floor Plan
- Elevation
- Fire Suppression
- Foundation
- Framing
- Landscaping
- Electrical
- Plumbing
- HVAC
- Sanitary
- Stormwater
- Irrigation
- Structural
- Lighting



GIS / MAPPING

[visit site](#)

- **Description**

Use this module to view location and assets on a mobile device. The GIS / Mapping module can integrate into modules such as Permits, Code Enforcement, Work Orders and Asset Management. Users can plot daily activity to the map, begin projects from the map and research details about parcels and assets. Users can create layers or consume layers from external sources such as ArcGIS.

- **Use Cases**

- Wastewater
- Parcel
- Zoning
- Street
- Water Distribution
- Stormwater
- Sign and Signal
- Poles
- City Limits
- Historic Areas
- Landmarks
- Flood Plain
- Centerlines
- Council / Ward
- Address Points
- Census Tract

Engagement Modules



REQUEST MANAGER



PUBLIC PORTAL



COLLABORATOR PORTAL

REQUEST MANAGER

[visit site](#)

- **Description**

Use this module to record communications received from contacts related to issues such as “Tall Grass”, “Potholes” and “Open Record Requests”. Citizens can submit complaints from their mobile device by selecting an issue type, identifying a location, providing a description, completing form fields and uploading photos. Citizens receive auto-sent emails upon submittal and can track the status from the Public Portal. Request Manager can be seamlessly integrated into the Code Enforcement and Work Order modules to auto-create a potential violation or service request.

- **Use Cases**

- Open Record Requests
- Noise Complaints
- Building Violations
- Tall Grass
- Trash Pickup
- Junk Vehicles
- Trash in Yard
- Dead Animals
- Traffic Lights
- Potholes
- Illegal Dumping
- Fallen Trees
- Park Maintenance
- Employment
- Compliments



PUBLIC PORTAL

[visit site](#)

- **Description**

Use these website landing pages to engage citizens and provide lookup capabilities for actions the agency is taking. Landing pages and features are provided with a unique URL to allow the agency to link the pages to their website. Citizens can search addresses, view available project applications, estimate fees, download reports and obtain a Collaborator Portal Logon.

- **Use Cases**

- Apply for Permit
- Citizen Engagement
- Estimate Fees
- Knowledge Base
- Report Download
- GIS View
- Request Lookup
- Credential Types
- License Types
- Address Lookup
- Permit Listing
- Violation List
- Report Violation
- Lien Research
- Lien Payoff
- Report Subscription



COLLABORATOR PORTAL

[visit site](#)

- **Description**

Use these website landing pages to engage citizens and provide lookup capabilities for actions the agency is taking. Landing pages and features are provided with a unique URL to allow the agency to link the pages to their website. Citizens can search addresses, view available project applications, estimate fees, download reports and obtain a Collaborator Portal Logon.

- **Use Cases**

- Mobile Client Use
- Business License
- Construction Permit
- Trade Permits
- Online Permits
- Online Renewal
- Register Contractor
- Online Payments
- Plan Upload
- Review Results
- Inspection Results
- Plan Resubmit
- Special Event Permit
- Abatement Jobs
- Online Applications
- Document Upload



Proposal - Venus, TX

- **Proposal - [Link](#)**
- **Modules**
 - Core: Business License, Permits, Code Enforcement, Work Order
 - Expand: Asset Management, Credential Manager, Electronic Plan Review, GIS,
 - Engage: Request Manager, Public Portal, Collaborator Portal
- **Fees**
 - Total - \$26,477
 - Annual Subscription Fee - \$20,160
 - One Time Fees - \$6,317
 - Module Setup - \$3,629 & Online Training - \$2,688
- **Rate Changes**
 - MyGov pricing is easy. You get unlimited users, projects, data and support with your paid annual subscription. There are no other annual costs. Cost increases occur every two years with the goal of keeping increases under 5%.

Example Training Plan - 6 Week

- **Implementation Plan**

- Week 1 - Getting Started Week
- Week 2 - Required Items Week
- Week 3 - MyGov Module Setup Week
- Week 4 - Online Training Week - Module Admin
- Week 5 - Online Training Week - End User
- Week 6 - GoLive Week



mygov[®]
Building Better Communities

Questions?



Where We Were



Where We Are

Module Descriptions

The [MyGov Software Portfolio](#) is a web-based system which helps government agencies build, administer, enforce and maintain safe and well-organized communities. The MyGov modules are built from the user's perspective, providing connection between MyGov modules and other software products such as finance, GIS, codification, meeting and website solutions. Below are descriptions of the currently available MyGov modules.

Core Modules

PERMITS [visit site](#)

Use this module to track applications, reviews, payments and inspections by location, such as "Building Permits", "Fence Permits", "Alarm Systems" and "Special Events". Allow external contacts to apply online, pay fees, respond to reviews, request inspections and be issued the requested permits using the included Collaborator Portal. The Electronic Plan Review module can be added to seamlessly handle blueprints online.

Use Cases

- Residential Build
- Electrical
- Mechanical
- Plumbing
- Commercial Build
- Excavation
- Occupancy
- Fence
- Fire Systems
- Alarm Systems
- Roof
- Mobile Home
- Right of Way
- Demolition
- Special Events
- Driveway

CODE ENFORCEMENT [visit site](#)

Use this module to track code violations, inspections, abatements, citations, hearings and vehicles related to case work. Create a custom workflow to handle cases, such as "Nuisance", "Structures", "Vehicles" and "Zoning". Allow citizens to easily report issues using the included Request Manager module, which auto-creates a potential violation in the Code Enforcement module. Officers and staff can easily result inspections, generate custom letters, schedule repeat inspections, collect evidence and distribute abatement jobs online using the included Collaborator Portal.

Use Cases

- Tall Grass
- Unsafe Structure
- Junk Vehicles
- Illegal Construction
- Illegal Occupation
- Weed Lot
- Vacant Structure
- Prohibited Animals
- Noise
- Dumping
- Graffiti
- Inoperable Vehicle
- Zoning
- Illegal Sign
- Trash and Debris
- Dilapidated Fence

WORK ORDER [visit site](#)

Use this module to track work orders related to your public infrastructure, building maintenance, IT, etc. Create orders with multiple “Jobs” for tracking large projects, such as street repairs, sewer leaks, water line replacements, etc. Associate “Assets” to the order to track asset usage or to conduct maintenance on the asset. Track your budget for each work order category to know total costs for workers, equipment and materials.

Use Cases

- Facility Maintenance
- Fleet Maintenance
- Streets
- Meter
- Park Maintenance
- Pothole / Paving
- Sewer Repair
- Mowing
- Drainage
- Abatements
- Tree and Brush
- Sign / Signal
- Solid Waste
- Meter Set
- Water Repair
- Locates

BUSINESS LICENSE [visit site](#)

Use this module to track licenses and recurring inspections by location, such as “Food and Beverage”, “Alcohol Permits”, “Rental Registrations” and “Fire Alarm Permits”. Allow external contacts to apply online, pay fees and be issued the requested license. License holders receive a notification when their license is about to expire or a key date on their license is expiring, such as “State License”, “Bond” or “Worker’s Comp”. Easily see when a license is expired, on hold or revoked.

Use Cases

- Food Permit
- Alcohol License
- Property Registration
- Rental Registration
- Business License
- Merchant License
- Handgun Permit
- Fire Alarm Permit
- Drainage Fees
- Register Backflow
- Day Care Facilities
- Long Term Facilities
- Annual Sign
- Home Business
- Annual Pool / Spa
- Right of Way Permit

Expand Modules

CREDENTIAL MANAGER [visit site](#)

Use this module to track credentials and renewals for your contacts that hold qualifications, such as “General Contractor”, “Roofer”, “Food Handler” and “Solicitor”. Allow external contacts to apply online, pay fees and be issued the requested credential. Credential holders receive a notification when their qualification is about to expire or a key date on their credential is expiring, such as “State License”, “Bond” or “Worker’s Comp”. Easily see when a credential is expired, on hold or revoked. The Credential Manager integrates seamlessly with the Permit module to auto-validate contacts and their ability to submit applications or request inspections.

Use Cases

- General Contractor
- Plumber
- Electrician
- HVAC
- Roofer
- Architect
- Engineer
- Surveyor
- Pool Manager
- Food Handler
- Solicitor
- Fence Installer
- Pool Contractor
- Sign Installer
- Excavator
- Fire Sprinkler

ELECTRONIC PLAN REVIEW [visit site](#)

Use this module to receive electronic plans for projects created in the Permit module. Plan documents such as “Elevations”, “Floor Plans”, “Site Plan” and “Framing” can be submitted online through the included Collaborator Portal. Plans are auto-distributed to the appropriate reviewers where they can open the document, use editing tools, mark corrections, request resubmissions and compare versions. When the document is approved, the reviewer can apply a stamp and signature. All plan documents can be viewed by the agency user and the applicant using a device such as an iPad.

Use Cases

- Site Plan
- Floor Plan
- Elevation
- Fire Suppression
- Foundation
- Framing
- Landscaping
- Electrical
- Plumbing
- HVAC
- Sanitary
- Stormwater
- Irrigation
- Structural
- Lighting
- Accessibility

GIS / MAPPING [visit site](#)

Use this module to view location and assets on a mobile device. The GIS / Mapping module can integrate into modules such as Permits, Code Enforcement, Work Orders and Asset Management. Users can plot daily activity to the map, begin projects from the map and research details about parcels and assets. Users can create layers or consume layers from external sources such as ArcGIS.

Use Cases

- Wastewater
- Parcel
- Zoning
- Street
- Water Distribution
- Stormwater
- Sign and Signal
- Poles
- City Limits
- Historic Areas
- Landmarks
- Flood Plain
- Centerlines
- Council / Ward
- Address Points
- Census Tract

LIEN AND COLLECTION [visit site](#)

Use this module to track property or tax liens. Auto-populate liens from abatements performed in Code Enforcement. Know how much is outstanding for a particular property or your entire agency. Generate payoff estimates for closings and future payoffs. Allow clients, such as realtors and developers, to easily lookup how much is outstanding on a property.

Use Cases

- Demolition
- Lot Cleaning
- Mowing
- Real Property
- Delinquent Utilities
- Capital Charges
- Environmental
- Property Tax
- Board & Secure
- Vacant Property
- Judgments
- Graffiti

ASSET MANAGEMENT [visit site](#)

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Use Cases

- Vehicles
- Machinery
- Computer Hardware
- Furniture
- Bridges
- Streets
- Water Distribution
- Wastewater
- Stormwater
- Signs
- Signals
- Buildings
- Parks Equipment
- Petroleum
- Oil / Filters
- Repair Parts

Engage Modules

All MyGov accounts include three engagement modules, making online connections with citizens and customers a simple process. Engagement modules are fully mobile and serve as the primary conduit for contacts to connect with the agency.

REQUEST MANAGER [visit site](#)

Use this module to record communications received from contacts related to issues such as “Tall Grass”, “Potholes” and “FOIA Requests”. Citizens can submit complaints from their mobile device by selecting an issue type, identifying a location, providing a description, completing form fields and uploading photos. Citizens receive auto-sent emails upon submittal and can track the status from the Public Portal. Request Manager can be seamlessly integrated into the Code Enforcement and Work Order modules to auto-create a potential violation or service request.

Use Cases

- FOIA Requests
- Noise Complaints
- Building Violations
- Tall Grass
- Trash Pickup
- Junk Vehicles
- Trash in Yard
- Dead Animals
- Traffic Lights
- Potholes
- Illegal Dumping
- Fallen Trees
- Park Maintenance
- Employment
- Compliments
- Illegal Occupation

PUBLIC PORTAL [visit site](#)

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Use Cases

- Apply for Permit
- Citizen Engagement
- Estimate Fees
- Knowledge Base
- Report Download
- GIS View
- Request Lookup
- Credential Types
- License Types
- Address Lookup
- Permit Listing
- Violation List
- Report Violation
- Lien Research
- Lien Payoff
- Report Subscription

COLLABORATOR PORTAL [visit site](#)

Provide the online Collaborator Portal to clients allowing them to work online with the agency related to activities in the Permit, Code Enforcement, Credential Manager and Business License modules. Contacts are able to submit applications, upload plans, request inspections, pay fees and respond to reviews. Contacts can also manage their Credentials, Licenses and Abatement Jobs using their mobile device. Collaborators working with multiple agencies using the MyGov software perform all of their work from a single login.

Use Cases

- Mobile Client Use
- Business License
- Construction Permit
- Trade Permits
- Online Permits
- Online Renewal
- Register Contractor
- Online Payments
- Plan Upload
- Review Results
- Inspection Results
- Plan Resubmit
- Special Event Permit
- Abatement Jobs
- Online Applications
- Document Upload

Subscription Proposal

Proposal For: James Groom
City of Venus, TX
700 W. HWY 67
Venus, Texas 76084
972-366-3348
jgroom@venuspolice.org

MyGov Contact: Tim Koeshall
Account Manager
P.O. Box 5861
Norman, OK 73070
(866) 332-4558 x4
tim@mygov.us

	Annual Subscription Fees		One-Time Fees	
CORE	Business License	\$3,360	Configure - Module Setup	\$3,629
	Code Enforcement	\$3,360	Coach - On-Line Training	\$2,688
	Permits	\$3,360	Detailed Install - 6 Week	Included
	Work Order	\$3,360		
EXPAND	Asset Management	\$1,680		
	Credential Manager	\$1,680		
	Electronic Plan Review	\$1,680		
	GIS / Mapping	\$1,680		
	Lien and Collection	N/A		
ENGAGE	Request Manager	Included		
	Collaborator Portal	Included		
	Public Portal	Included		
	Total	\$20,160	Total	\$6,317
				(Rates subject to annual increases)
ANNUAL + ONE-TIME FEES				\$26,477

Please complete the information below, then email to sales@mygov.us. Upon receipt, a "Subscription Services Agreement" and detailed "Services Order Form" will be emailed to you.

Signature:

Printed Name:

Title:

Date:

Email:

My Desired "Go-Live" Date Is ...



City Council Agenda Item Report
February 8, 2021
Cheryl Estes, CPA, Finance Director
972-366-3348 ext 208
cestes@cityofvenus.org

**DISCUSS AND PROVIDE DIRECTION TO CITY STAFF REGARDING CAPITAL
IMPROVEMENT PROJECTS TO BE FUNDED BY 2018 BOND PROCEEDS**

1. BACKGROUND/HISTORY:

On June 13, 2018, the City issued \$4,500,000 in combination tax and revenue bonds, and the bond proceeds were deposited into the Capital Projects Fund - 2018 Bond account. The \$4,500,000 was split between the City's General Fund and Water/Sewer Fund and spent as follows:

	<u>General Fund</u>	<u>W/S Fund</u>	<u>Total</u>
Bond Proceeds	\$ 2,500,000	\$ 2,000,000	\$ 4,500,000
<u>Capital Projects</u>			
1-Bulldog/Student Dr/8th St	(1,737,365)		(1,737,365)
2-New City Hall Purchase	(762,635)	(441,192)	(1,203,827)
3-Main Lift Station Generator & ATS		(4,174)	(4,174)
4-12" Water Line (FM 157)		(4,306)	(4,306)
5-Brahman Ranch WTPP		(7,861)	(7,861)
6-Ground Storage Tank Rehab		(42,467)	(42,467)
Total Capital Projects	<u>(2,500,000)</u>	<u>(500,000)</u>	<u>(3,000,000)</u>
Remaining Bond Proceeds	<u>\$ -</u>	<u>\$ 1,500,000</u>	<u>\$ 1,500,000</u>

On November 22, 2019, City Council approved a development agreement committing \$1,500,000 of the 2018 bond proceeds to be used to design, construct, and install a wastewater treatment package plant (WTPP) in the Brahman Ranch residential/commercial development. The developer also contributed \$500,000 to this project which was deposited into the 2018 Bonds Fund.

Upon approval of the development agreement, Project 3 (above) was put on hold, and Project 4 (above) was moved to the Water/Sewer Fund to be completed using water/sewer revenue.

2. FINDINGS / CURRENT ACTIVITY:

The Brahman Ranch WTPP is still under construction. It has since been determined that a permanent sewer line will be necessary due to the growing size of the development making the WTPP a temporary solution until a sewer line can be constructed. Due to the temporary nature, management has also determined that renting/leasing a WTPP is a better option. Instead of spending \$2,000,000 and owning a WTPP, the City can lease one for five (5) years at a cost of \$840,000 (\$14,000 per month x 5 years). The first thirty-six (36) lease payments (through June 2024) will be funded from the \$500,000 contributed by the developer. The remaining twenty-four (24) lease payments (through June 2026) totaling \$340,000* must be funded by the City's Water/Sewer Fund for two reasons – lease payments are not an approved bond expenditure, and all bond funds must be spent by June 2023.

Federal regulations require that eighty-five percent (85%) of bond proceeds be spent within three (3) years (by June 13, 2021), and 100% of bond proceeds must be spent within five (5) years (by June 13, 2023). **This means the City must expend \$825,000 in bond proceeds by June 13, 2021, and expend \$675,000 of the remaining \$1,500,000 in bond proceeds by June 13, 2023.**

The City's bond counsel, financial advisors, and City attorney are currently working with the Brahman Ranch developer to amend the original development agreement releasing the City's commitment to spend the 2018 bond proceeds on the WTPP so that the City can comply with federal regulations. The revised development agreement will be brought to City Council for approval at the March 8th council meeting. At the same meeting, City staff will request a revision to amend the FY 20-21 budget to spend the 2018 bond proceeds on eligible capital improvement projects. **To meet the June 13, 2021 deadline, City staff is requesting direction from City Council now instead of waiting another month to start work.**

3. RECOMMENDATIONS

Management recommends the following eligible projects:

Main Lift Station Generator & ATS	\$ 300,000	(project on hold since November 2019)
12" Water Line (FM 157)	300,000	(budgeted in Water/Sewer Fund in FY 20-21)
City Hall Sewer Line	250,000	(replaces failing septic system)
Total (meets June 13, 2021 deadline)	<u>\$ 850,000</u>	
Water SCADA System	\$ 100,000	(estimate for entire system)
Water Meter Replacement Project	100,000	(estimate includes third-part contracting)
Engineering-Brahman Ranch Sewer Line	150,000	(estimate includes planning & design phases)
City Hall Renovations (Exterior)	150,000	(estimate for parking lot, signs, siding, landscaping)
City Hall Renovations (Interior)	150,000	(estimate for flooring, workstations, office space)
Total (meets June 13, 2023 deadline)	<u>\$ 650,000</u>	

*Funding the 12" water line with bond proceeds eliminates FY 20-21 budgeted capital outlay expenditures in the Water/Sewer Fund. The Water/Sewer fund balance at year end will increase by \$300,000. This increase may be used in future years to make the estimated monthly lease payments on the WTPP after developer funds are exhausted.

4. ATTACHMENTS:

Page 7 of 2018 CO Bonds Official Statement – Use of Proceeds

OFFICIAL STATEMENT
RELATING TO
\$4,400,000
CITY OF VENUS, TEXAS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION, SERIES 2018

INTRODUCTION

This Official Statement, which includes the Appendices hereto, provides certain information regarding the issuance of \$4,400,000 City of Venus, Texas Combination Tax and Revenue Certificates of Obligation, Series 2018 (the "Obligations"). Capitalized terms used in this Official Statement have the same meanings assigned to such terms in the ordinance to be adopted on the date of sale of the Obligations (the "Certificate Ordinance" or "Ordinance") which will authorize the issuance of the Obligations, except as otherwise indicated herein.

DESCRIPTION OF THE CITY . . . The City is a political subdivision and municipal corporation of the State, duly organized and existing under the laws of the State as a Type A general law municipality with a City council composed by the Mayor and five Councilmembers. The City operates under a Council/Manager form of government with a City Council comprised of the Mayor and five Councilmembers elected for staggered three year terms. The City Administrator is the Chief Administrative Officer for the City. Some of the services that the City provides are: public safety (police and fire protection), streets, water and sanitary sewer utilities, planning and zoning, and general administrative services. The 2010 Census population for the City was 2,960, while the estimated 2018 population is 3,730. The City covers approximately 3.5 square miles.

There follows in this Official Statement descriptions of the Obligations and certain information regarding the City and its finances. All descriptions of documents contained herein are only summaries and are qualified in their entirety by reference to each such documents. Copies of such documents may be obtained from the City's Financial Advisor, Hilltop Securities Inc., Dallas, Texas (the "Financial Advisor").

PLAN OF FINANCING

PURPOSE . . . Proceeds from the sale of the Obligations will be used for (i) constructing, reconstructing and improving streets, roads, sidewalks and alleys, including bridges and intersections, street overlay, landscaping, lighting, signalization, traffic safety and operational improvements, culverts and related storm drainage and utility relocation; (ii) acquiring, constructing, and equipping additions, improvements, extensions, and equipment for the City's waterworks and sewer system, including a sewer treatment plant, backup generator, and water lines; (iii) acquiring, constructing, improving, renovating and equipping existing municipal buildings, including City Hall, police department, and fire department; and (iv) paying legal, fiscal, architectural and engineering fees in connection with these projects, with any surplus proceeds to be used for (v) improvements at Venus Town Square, including repairing or replacing the gazebo.

USE OF PROCEEDS . . . The proceeds from the sale of the Obligations will be applied approximately as follows:

SOURCES OF FUNDS

Par Amount of Certificates	\$ 4,400,000.00
Premium	239,222.65
TOTAL SOURCES	<u><u>\$ 4,639,222.65</u></u>

USES OF FUNDS

Deposit to Project Fund	\$ 4,500,000.00
Underwriter's Discount	35,519.47
Costs of Issuance ⁽¹⁾	103,703.18
TOTAL USES	<u><u>\$ 4,639,222.65</u></u>

(1) Includes insurance premium.