



**SOMERVILLE CITY COUNCIL
NOTICE OF A REGULAR MEETING
February 9, 2021 6:15 PM
SOMERVILLE SENIOR CITIZENS CENTER
17510 SH 36 SOUTH, SOMERVILLE, TEXAS**

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. CITIZEN'S COMMENTS (3 Minutes)**

To comply with Ordinance No. 19-012, Rules of Conduct at Council Meetings, Section 2 and Section 3. Citizens signing up to speak at the beginning of council meetings under the item "Citizens Comments" shall, upon being recognized by the Mayor, have three (3) minutes to address the City Council. No citizen shall have more than three (3) minutes unless approved by majority vote of the Council. Citizens may also provide any additional comments or information in writing to the Council before or during their allotted time to speak.

Once the period of public statements and comments on an agenda item has concluded and council discussion begins, citizens shall not interrupt the discussion and deliberation of business by the Council; and each person who addresses the Council shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the Council, staff or general public such as to disrupt the meeting.

- 5. REPORTS**
 - A. Police Department Activity Report
 - B. Municipal Court Activity Report
 - C. Public Works Activity Report
 - D. Code Enforcement Activity Report
 - E. Senior Center Activity Report

- 6. CONSENT AGENDA**

All Items on the Consent Agenda are to be considered self-explanatory in nature and may be enacted with one motion, one second and one vote and without separate discussion of each item. However,

Council reserves the right to move any item or all items from the Consent Agenda to New Business for discussion and separate action.

A. APPROVAL OF MINUTES:

Approval of the Minutes of the January 12, 2021 Regularly Scheduled City Council Meeting.

B. FINANCIAL MATTERS:

Approval of the Statement of Revenues & Expenditures, Sales Tax Report, Mixed Beverages Quarterly Report and Open Invoices Payment Report.

7. PRESENTATIONS

- A. Mayor to present 2020 Steve Hodges Citizen of the Year Award.
- B. Chief Jake Sullivan to give presentation on Assessment of Department Operations.

8. UNFINISHED BUSINESS

- A. NONE

9. Executive Session (None Scheduled) but;

The City Council may announce that it will adjourn the public meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code, to discuss any matter as specifically listed on this agenda and/or as permitted by Chapter 551 of the Texas Government Code.

10. NEW BUSINESS

Action Item(s)

Election Order

- A. Issue Order/ Notice of Election - Mayor Bradford or Mayor Pro-tem Orozco.
(Orden de emisión/aviso de elección-alcalde Bradford o alcalde Pro-tem Orozco).

Ordinance 21-003 Budget Amendment

- B. Discuss, consider and approve (disapprove) Ordinance 21-003 amending the City's budget, allowing for a budget transfer in the Court Technology fund.

Local Agreement between Burleson County and City of Somerville

- C. Discuss, consider and approve (disapprove) a Local Agreement between Burleson County and The City of Somerville.

Landrum Consulting Inspection Services

- D. Discuss, consider and approve (disapprove) authorizing the City Administrator to enter into an agreement with Landrum Consulting for Inspection Services.

Abatement Lien 351 5th Street

E. Discuss, consider and approve (disapprove) authorizing the City Administrator to accept the offer by Rozann Shelton of a buyout of an abatement lien for 351 5th Street in Somerville, Texas.

Board of Adjustment Member Terms

F. Discuss, consider and approve (disapprove) extending the term for BOA members Linda Pinkerton (Seat 1), and Dennis Griffin (Seat 5) for an additional two-year term, Todd Gray and Basil Lister for the remaining year of their current term, and appointing Jennifer Lauderdale to fill Seat No. 3 for a two-year term, with the Alternates No. 1 & 2 to be filled later.

Ordinance 21-004 Fee Schedule for Construction and Planning

G. Discuss, consider and approve (disapprove) amending the fee schedule for construction and planning.

Sale of Property on 9th Street

H. Discuss, consider and approve (disapprove) selling the lots that the City owns on 9th Street to recoup some of the abatement cost by public auction or sealed bid.

11. Discussion Item(s)

12. Mayor and Council Comments:

13. City Administrator Comments:

14. Adjourn.

Posted: 02-05-21

Time: 4:00 PM

Certified By: Rose Rosser

For more information, or to print / view detailed documentation of Agenda Items, please visit: www.somervilletx.gov Or come by City Hall to make an open records request for a copy of detailed documentation at a cost of 0.10 per page.

Reports

**Police Department
Activity Report
(Will be handed out at meeting)**

Agenda Item 5-A

Reports

Municipal Court Activity Report

Agenda Item 5-B

MUNICIPAL COURT ACTIVITY REPORT

MONTH: **January**

YEAR: **2021**

Day	Deposit Amount	Local (City) Retains	State Portion	# of Citations Given this day	Officer Name Call #	# of Citations for Month
1				1	940 / Sullivan	
2				1	941 / Watson	13
3				1	942 / Goode	15
4				1	943 / Vacant	
5				3	944 / Vacant	
6	\$ 2,058.99	\$ 1,786.09	\$ 272.90		945 / Vacant	
7				1	946 / Vacant	
8				3	947 / Vacant	
9					948 / McElroy	
10					949 / Nickell	
11						
12				1	TOTAL	28
13	\$ 1,553.55	\$ 1,069.65	\$ 483.90	1		
14						
15	\$ 410.50	\$ 165.18	\$ 245.32			
16				3		
17				1		
18						
19						
20	\$ 2,722.63	\$ 1,947.62	\$ 775.01			
21				1		
22				3		
23				1		
24						
25				1		
26				1		
27	\$ 915.74	\$ 786.66	\$ 129.08	1		
28						
29						
30				2		
31				1		
TOTALS	\$ 7,661.41	\$ 5,755.20	\$ 1,906.21	28		

Reports

Public Works Activity Report

Agenda Item 5-C



PUBLIC WORKS MONTHLY REPORT TO CITY COUNCIL

TO: Honorable Mayor and City Council
SUBMITTED BY : Joshua Young, Public Works Supervisor
MONTH: January 2021

- | | | |
|----------------------|-----|---|
| Roads | (1) | Patched 6 th Street from Hwy 36 to Ave Q |
| | (2) | Patched Memory Lane |
| | (3) | Patched 9 th Street from Hwy 36 to School |
| | (4) | Patched 12 th Street from Hwy 36 to Ave E |
| | (5) | Patched Ave E from Thornberry to 9 th Street |
| Sewer | (1) | Repaired sewer line at 490 Ave L |
| | (2) | Sewer Stop at 16979 Hwy 36 |
| | (3) | Found sewer problem on customer side at 18018 Hwy 36 |
| | (4) | Sewer Stop at 434 2 nd Street |
| Animals | (1) | 737 Railroad Road - Dog running at large |
| | (2) | 394 Gun Range Road - Picked up a dead deer |
| | (3) | 470 4 th Street – Customer report of a pig in the yard |
| | (4) | 201 Railroad Road – Set dog trap and caught one dog |
| | (5) | Removed cat that had been run over on Hwy 36 |
| | (6) | 338 7 th Street – Removed an injured bird from the property, was not able to catch dog running at large. |
| Water | (1) | Found water leak on customer side at 17291 Hwy 36 |
| | (2) | Found water leak on customer side at 695 Railroad Road |
| | (3) | Water leak at meter at 120 Avenue M |
| | (4) | Water leak at 204 6 th Street |
| | (5) | Replaced 30 feet of ¾ water line (old water line) in alleyway on 6 th Street |
| Miscellaneous | (1) | Marked locates for Engineers |
| | (2) | CCF - Cleaned and got rid of old PVC pipe the City no longer uses |
| Drainage | (1) | Installed new drive way culvert at 298 10 th Street |
| | (2) | Cleaned curb in front of 435 10 th Street for drainage |
| | (3) | Cleaned curb on 8 th Street from Memory Lane to Avenue L |
| Signs | (1) | Installed 2 “slow, Children playing” signs on Taylor Road |

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
8,515		Pending			0:00			
Job Info		1 CONNECT				Issued On: 1/6/21		
Acct :	481	Kristen Orostieta			186 Ave E			
UNLOCK BUT LEAVE OFF AT BOX AND PLACE ONE CAN							Completed	
8,525		Pending			0:00			
Job Info		1 CONNECT				Issued On: 1/15/21		
Acct :	360	Martinez, Andrew G.			417 CR 430			
PAID PLEASE CONNECT								
8,576		Pending			0:00			
Job Info		2 DISCONNECT				Issued On: 1/19/21		
Acct :	426	Myers, Kimberley A.			571 8th St.			
PER DANNY- UNTIL LEAK IS FIXED- I SPOKE WITH THE I								
ON UNTIL LEAK WAS FIXED								
8,579		Pending	reader		0:00			
Job Info		2 DISCONNECT				Issued On: 1/22/21		
Acct :	99	Guerrero, Natalia			227 Lantern St.			
8,529		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	876	Edwards, Waylon			16024 SH 36 S			
NO READING								
8,530		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	70	Mathis, Stefanie R.			16527 SH 36 S			
NO READING								
8,531		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	35	Family Dollar Store #9290			16901 SH 36 S			
NO READING								
8,532		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	92	Healthpoint Somerville			17202 SH 36 S			
NO READING								
8,533		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	981	Somerville Icehouse			17291 SH 36 S			
NO READING								
8,534		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	432	Milberger Auto & Farm Sup			17448 HWY 36 S			
NO READING								
8,535		Pending			0:00			

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	494	Shaffer, Darius			17860 SH 36 S			
NO READING								
8,536		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	313	US Army Corp of Engrs #2			1560 Thornberry Drive			
NO READING								
8,537		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	899	Eschete, Amie			651 Thornberry Dr.			
NO READING								
8,538		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	158	Eldridge, Mary			204 11th St.			
NO READING								
8,539		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	156	Scott, Vivian			258 11th St.			
NO READING								
8,540		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	867	Abernathy, Tammy & Jodie			369 7th St.			
NO READING								
8,541		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	251	Evers, Mike			607 7th St.			
NO READING								
8,542		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	880	Wallace, George & Carolyn			677 7th St.			
NO READING								
8,543		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	624	Hernandez, Thomas P.			700 6th St.			
NO READING								
8,544		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct :	303	Houser, Willis & Rita			409 Ave Q			
NO READING								
8,545		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
Acct : 619		Schoppe, Leslie D			684 6th St.			
NO READING								
8,546		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct : 464		Schwarzwalder, Ray &			326 5th Street			
NO READING								
8,547		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct : 731		Foster, Sasha			270 3rd St.			
NO READING								
8,548		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct : 281		Blake, Joann			369 Ave E			
NO READING								
8,549		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/15/21		
Acct : 350		Jackson, Barbara			383 Ave L			
NO READING								
8,550		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 643		Perez, Adan			476 5th St.			
NO READING								
8,551		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 659		Jones, Charles & Amy			505 5th St			
NO READING								
8,552		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 196		Finn, Judy & Jay			655 Ave H			
NO READING								
8,553		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 584		Curtis, Stephanie			424 Ave C			
NO READING								
8,554		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 425		Christian, Chelsea			111 S. Harvey House Rd			
NO READING								
8,555		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct : 749		Casas, Antonio			276 Round House St.			
NO READING								

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
8,556		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct :	380	Brown, Luther			460 Low Wood Road			
NO READING								
8,557		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct :	528	Ellis, Allyson L			680 Long Bridge Road			
NO READING								
8,558		Pending			0:00			
Job Info		3 RE-READ METER				Issued On: 1/19/21		
Acct :	515	Vela, Dalia			754 Long Bridge Road			
NO READING								
8,512		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/5/21		
Acct :	92	Healthpoint Somerville			17202 SH 36 S			
PLEASE CHECK TO SEE IF LEAK INDICATOR IS ON								
8,559		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	116	Family Dollar Store #9290			16901 SH 36 S			
HIGH USAGE								
8,560		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	817	Citizens State Bank			17442 SH 36 S			
ACT TURNED OFF BUT SHOWING USAGE OF 405240 GAL								
8,562		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	423	Escobedo, Evangeline			17941 SH 36 S			
HIGH USAGE								
8,563		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	223	Rhodes Building Systems			1275 Ave E			
HIGH USAGE								
8,564		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	194	Baca Sr., Eduardo			855 Thornberry Dr.			
HIGH USAGE								
8,565		Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	149	Hernandez, Pauline			413 11th St.			
HIGH USAGE								
8,566		Pending			0:00			

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	628	Nance, Rickey			234 7th St.			
HIGH USAGE								
	8,567	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	938	Camus-Barnes, Courtney			434 7th St.			
HIGH USAGE								
	8,568	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	869	Huber, Matthew M.			619 7th St.			
HIGH USAGE								
	8,569	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	910	Rosser, Don			973 8th St.			
HIGH USAGE								
	8,570	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	501	Brisco, Wilbert E. &			285 Ave H			
HIGH USAGE								
	8,571	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	687	Lauderdale, Linda			165 5th St.			
HIGH USAGE								
	8,572	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	411	Jackson, Willie			205 Ave E			
HIGH USAGE								
	8,573	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	787	Shivers, Gardner			285 Switchback Road			
HIGH USAGE								
	8,574	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	104	DeVault, Clarice			323 Switchback Road			
HIGH USAGE								
	8,575	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/19/21		
Acct :	831	Kominczak, Robert			809 CR 430			
HIGH USAGE								
	8,584	Pending			0:00			
Job Info		5 Check out meter				Issued On: 1/29/21		

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
Acct :	981		Somerville Icehouse		17291 SH 36 S			
Plumber reported water leak from meter								
	8,511		Pending		0:00			
Job Info	8 Misc				Issued On: 1/5/21			
Acct :	104		DeVault, Clarice		323 Switchback Road			
HIS PLUMBER CALLED IN AND SAID THAT THE CLEANO IS FULL								
	8,519		Pending		0:00			
Job Info	8 Misc				Issued On: 1/11/21			
Acct :	257		Eldridge, David		500 6th St.			
TREE FELL BEHIND HIS HOUSE BETWEEN 6TH AND 7TH. PROPERTY DAMAGE. WHO IS RESPONSIBLE FOR TREE C								
	8,521		Pending		0:00			
Job Info	8 Misc				Issued On: 1/13/21			
Acct :	447		Mathis, Aneathia		394 Gun Range Road			
Please pick up deer that was hit by car in backyard area								
	8,522		Pending		0:00			
Job Info	8 Misc				Issued On: 1/13/21			
Acct :	361		Smith, Donna		470 4th St.			
PIG IN YARD ATTACKING DOGS								
	8,523		Pending	reader	0:00			
Job Info	8 Misc				Issued On: 1/14/21			
Acct :	659		Jones, Charles & Amy		505 5th St			
The pig is still running around over there. Can someone go over a catch it again?								
	8,561		Pending		0:00			
Job Info	8 Misc				Issued On: 1/19/21			
Acct :	161		Riley, Barbara L.		17448 SH 36 S			
ACCOUNT TURNED OFF BUT SHOWING USAGE OF 330 G.								
	8,583		Pending		0:00			
Job Info	8 Misc				Issued On: 1/28/21			
Acct :	918		Wallace, Deborah L.		271 11th St.			
CUSTOMER COMPLAINING OF A DEAD SQUIRREL IN HEI OF HER HOUSE WANTS SOMEONE TO COME GET IT								
	8,516		Pending		0:00			
Job Info	10 Need Final Reading				Issued On: 1/6/21			
Acct :	890		Woodlee, Michaela		17860 SH 36 S			
OBTAIN FINAL READ BUT LEAVE ON- HOW MANY CANS								
	8,585		Pending		0:00			
Job Info	10 Need Final Reading				Issued On: 1/29/21			
Acct :	187		Orostieta, Kristen		1238 Low Wood Road			
Obtain Final Read but do not turn off/ new tenant moving in								
	8,513		Pending		0:00			
Job Info	11 Place Garbage Can				Issued On: 1/5/21			
Acct :	464		Schwarzwalder, Ray &		326 5th Street			
PLEASE PICK UP BROKEN TRASH CAN AND REPLACE W/								

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
8,514		Pending			0:00			
Job Info	11	Place Garbage Can				Issued On:	1/5/21	
Acct :	187	Orostieta, Kristen			1238 Low Wood Road			
Please place one can- owner said she never recieved one.								
8,517		Pending	reader		0:00			
Job Info	11	Place Garbage Can				Issued On:	1/8/21	
Acct :	64	Woods, Betty L			468 10th St.			
Ms. Woods needs another trashcan delivered								
8,578		Pending			0:00			
Job Info	11	Place Garbage Can				Issued On:	1/21/21	
Acct :	787	Shivers, Gardner			285 Switchback Road			
PLACE ONE CAN FOR A TOTAL OF 2								
8,518	1/8/21	Pending	reader		0:00			
Job Info	13	Pick Up Stray Dog				Issued On:	1/8/21	
Acct :	103	Cromo, Mary			737 Railroad Road			
loose dog she has it trap in her yard please pick up								
8,520		Pending	reader		0:00			
Job Info	13	Pick Up Stray Dog				Issued On:	1/12/21	
Acct :	260	Eldridge, Mary K.			478 6th St.			
3 dogs running around tearing up trash.								
					2 are brown and white 1 is black and white			
8,528		Pending			0:00			
Job Info	13	Pick Up Stray Dog				Issued On:	1/15/21	
Acct :	245	Carvin, Chris			109 Ave J			
TWO PITBULLS RUNNING LOOSE								
8,526		Pending			0:00			
Job Info	20	Sewer Stop				Issued On:	1/15/21	
Acct :	172	Fonseca, Victor			16979 SH 36 S			
SEWER BACKING UP INTO HOUSE								
8,527		Pending			0:00			
Job Info	20	Sewer Stop				Issued On:	1/15/21	
Acct :	774	Americas Best Value Inn			18018 SH 36 S			
RV PARK SEWER BACKING UP ONTO GROUND								
8,580		Pending			0:00			
Job Info	20	Sewer Stop				Issued On:	1/26/21	
Acct :	381	Orozco, Peggy			434 2nd St.			
Customer says sewer line backed up								
8,524		Pending			0:00			
Job Info	23	Water Leak				Issued On:	1/14/21	
Acct :	384	Brown, Patricia			169 Ave I			
WATER LEAK, CALLED JOSH AND TOLD HIM TO GO LOC IT COULD WAIT UNTIL TOMORROW TO FIX								
8,577		Pending			0:00			

City of Somerville

List of Workorders

WORKORDER	DATE	STATUS	EMPLOYEE	COMPLETED	TIME	PARTS COST	LABOR	PRIORITY
Job Info	23	Water Leak				Issued On: 1/19/21		
Acct :	538	Lee, Joyce A			17275 SH 36 S			
CUSTOMER REPORTS LEAK AT METER BOX								
8,581		Pending			0:00			
Job Info	23	Water Leak				Issued On: 1/27/21		
Acct :	426	Myers, Kimberley A.			571 8th St.			
POSSIBLE WATER LEAK IN THE ALLEY NEXT TO HIS HO BEEN WATER STANDING THERE FOR A WHILE								
8,582		Pending			0:00			
Job Info	23	Water Leak				Issued On: 1/27/21		
Acct :	926	Chapman, Brian & Debra			204 6th St.			
POSSIBLE WATER LEAK IN ALLEY NEXT TO HIS HOUSE- HAS BEEN STANDING WATER FOR SOMETIME AND IT IS								
8,586		Pending			0:00			
Job Info	23	Water Leak				Issued On: 1/29/21		
Acct :	387	Rogers, Joel			120 Ave M			
Customer reports that there is a leak on our side of the meter								
						\$0.00	\$0.00	

76 Total Workorders Listed

Qualified By: Workorders Issued since 1/1/2021 Items at reorder level All Workorders

City of Somerville

City of Somerville

Summary of Workorder Jobs

JOB NUMBER	DESCRIPTION	COMPLETED BY	COUNT	PARTS COST	LABOR/COST	
1	CONNECT	Field Technician	2	0.00	0 Min	0.00
2	DISCONNECT		2	0.00	0 Min	0.00
3	RE-READ METER		30	0.00	0 Min	0.00
5	Check out meter		18	0.00	0 Min	0.00
8	Misc		7	0.00	0 Min	0.00
10	Need Final Reading		2	0.00	0 Min	0.00
11	Place Garbage Can		4	0.00	0 Min	0.00
13	Pick Up Stray Dog		3	0.00	0 Min	0.00
20	Sewer Stop		3	0.00	0 Min	0.00
23	Water Leak		5	0.00	0 Min	0.00
0.00 Total Minutes				\$0.00	\$0.00	

Qualified By: Workorders Issued since 1/1/2021 Items at reorder level All Workorders

City of Somerville

Reports

Code Enforcement Activity Report

Agenda Item 5-D



Memo To: Honorable Mayor and City Council Members

From: Kathy Pollock, Code Enforcement Officer/ Assistant to the City Administrator

Date: February 3, 2021

Subject: Report on Code Activities, Grants, Administrative Activities

Grants/Engineering Coordination Activities

A. Anita Heights CDBG-DR 2015.

- a. Received **another** performance monitoring review letter on the January 14, which had to be returned by January 29, the same week as the “walk-through” (see below). In addition to requiring time that was needed for the walk through and the CRF revisions, the finding indicated that the MQA division of GLO was unaware of the fact that we had failed to advance the project because we were waiting for guidance from GLO for over a month, despite repeated requests. The response was completed and submitted timely (see Attachment A)
- b. *We are currently waiting for an answer from GLO as to how to proceed with the new contractor and still meet GLO’s requirements, timely. At this point in time everyone is ready to go, except GLO. A conference call is being scheduled at this time. (from 12/5/20 report).* The conference call we requested in December did not occur, but we finally received guidance that permitted forward movement by the City on January 11, 2021.
- c. On January 15, we received notice from another division of GLO about something called a “desk monitoring review”, which our grant administrator had warned us to expect. The process required the scan and upload of 51 separate documents (or document sets) related to various aspects of the grant process and management randomly selected by GLO (thanks to Vicki from handling that part), and a teleconference question and answer session related to procurement, financial management, environmental, and labor standards. It took a week to schedule four meetings, and, in the end, thanks again to the expertise of our grant consultant, we finished the process in two - 2+ hour sessions. The questions are not straight forward and appear to be designed to entrap grantees. After the question-and-answer session, GLO reviews all of the uploaded documents, and then prepares “findings”, and holds an exit interview telecon (tentatively scheduled for February 9).
- d. The notice of termination for convenience letter was reviewed by staff and sent to Palasota.

B. Drainage Improvements CDBG-DR Harvey:

- a. As part of the work on this contract, we found that the easement for the large ditch on the north side of the hotel is not as clear as it may need to be, and that if we need to amend or extend the easement, certain federal acquisition requirements kick in. Based on a review of

the requirements, they are not unduly burdensome, but there is a timing issue – we cannot complete any acquisition activities until the environmental study is approved, and the environmental study could not be uploaded due to issues with GLO's new platform until January 7, again despite repeated requests for assistance dating from November 2020. We do not believe that these requirements apply to temporary construction easements, but Vicki is seeking clarification to avoid any delays down the road.

- b. We received another Monitoring Quality Assurance findings letter for this grant on January 15th, also due on January 29th (Attachment B). This is related to our delay in submitting draws to GLO. Those delays are the result of the issues with TIGR, GLO's beta platform for grant management. The issues were eventually resolved on January 7, after which we received calls back from our trouble tickets to GLO in both December and January
 - c. The environmental report has been submitted through the portal, but has not yet been approved by GLO, which will trigger Draw No. 2. Draw No. 1 was submitted in September returned for revision and corrected immediately in November and still has not been paid by GLO to date.
 - d. The drawings are almost complete, but the easement issue must be resolved with GLO to do the final set.
- C. CDBG 2020 – Rehabilitation of Elevated Water Storage Tank
- a. Engineer and consultant working on next portions of this work.
- D. CDBG 2021-2022 – Drainage Improvements
- a. The surveys are almost done by Mr. Dibbens – needing a couple of minor location verifications.
 - b. The survey of the drainage area (Not easements – these are city owned real property) has been completed and should help clean up the area on Steeple Street as well as help with this drainage proposal.
 - c. Engineer, grant advisor and city staff walked the site, following the drainage path out to 1361. We will need additional survey work to determine whether or not there is enough city property to extend the project out to 1361.
 - d. Attended TDA-GO! Webinar to introduce procedures for their new online grant platform roll-out.

COVID 19 Related Activities/CRF reimbursement:

- A. Funds covered by the initial request for reimbursement have been received by the city (\$20,634.99),
- B. We received an email with requests for additional documentation (bank statements and cancelled checks, additional time cards) and requesting a major revision of the spreadsheet to account for the mileage reimbursement for meal delivery on January 14, 2021. All of the required documentation and revisions were submitted on February 2, 2021, and have been acknowledged, although not yet reviewed or accepted. After the revisions and additional documentation were processed, our 2nd request for reimbursement increased by about \$400.00, for \$165,670.24 over and above the initial request for \$20,634.99 for a total of \$186,305.23. Again, there is no evidence at this time that local allotments will be increased by the federal government, so our total remaining disbursement will be

about \$67,000. We have been told that the revised documents and request will be reviewed this week...

- C. Technically, if additional allotments were provided to local governments, even covering only the period of March through December 31, 2020 about \$100,000 is already on the books, and we could add to that amount by including PD salaries from November 15 through the end of the year, Liz and Kelsey's salaries and mileage through the end of the year. I am not holding my breath 🤖.

Other Activities:

A. **Assisted with permit and development issues as necessary.**

Provided information on codes, permit requirements, etc. as necessary • Visits with developer regarding proposed development activities in the city (no documents submitted at this time) • Coordinated with Spencer, Linda, Liz and Josh as needed. • Verified that permits had been obtained for new construction. Answered several questions about zoning, sign requirements and miscellaneous other permitting issues.

- B. **Plat research and database:** On-going as needed. Provided information to several entities or individuals related to plats, platting etc. met with Dean Hodde to discuss surveys from Round House to 1361.

- C. **Property values, information and delinquent tax accounts:** Attended CAD Board meeting • requested to have summit meeting scheduled for tax resale and struck off properties' management have not heard back from John Banks at this time. • Met with BCAD staff to resolve issues raised in meeting in October 2020 related to local property issues and concerns. • Need to check with judge on renewing the interlocal agreement for tax services and tax attorney services or look into hiring another tax attorney to represent the city. • Received open records request for all code violations from North Texas Investment buyer. The company is out of Cleburne, and purchases homes from distressed buyers at discounted prices for cash for flipping or rentals.

- D. **Basketball Court Slab:** No further information on donations at this time.

E. **Federal/State Websites:**

- a. Continued to work through federal websites updating accounts, contact information, etc. (on-going).
- b. Updated SAM.gov, login.gov, justgrants.gov, dotgov.gov (and updated domain name), chased off yet another SAM update scammer. Not sure the TDA-GO! Account is set up, need to doublecheck with TDA.

- F. **Miscellaneous:** Attended TML legislative updates webinar 🤖, TDA-GO! Webinar, Trash Free Texas, scheduled CEAT training this month (free) and Contract Law webinars, was selected to judge the KTB Awards and GCAA again, walked Heritage Square for punch list

- G. **Santaville, etc.:** Closeout meeting for Santaville and seasonal festivities and events in Somerville. Since then, added several other contacts to the list of people interested in getting involved next year. First meeting for 2021 holiday events will be held in August.

Code Activities:**Dangerous Buildings:**

- A. Letters for last year's dangerous buildings to be updated and sent out. Hearing proposed for March. Several calls related to dangerous buildings cases underway from mortgagors, neighbors, and property owners.
- B. *Please note that only general information about the Dangerous Buildings cycle is provided on this report because the council will review and affirm (or overturn) the Board's findings and make the final decision on whether to condemn and demolish properties that are not in compliance timely. That function is quasi-judicial, and should be based on the evidence and information presented during the council meeting when the action is considered.*

Junk Vehicles:

- A. Still on hold, but hopefully not for much longer.

Nuisance Cases:

- A. Drove twice with new abatement contractor to review overall type of work and start identifying first round properties. Coordinated with Josh, Danny and Matt with regards to dump site clean-up.
- B. Posted three properties for mowing.
- C. Thanks to railroad.

Specific Use Permits: Request and meeting with individual about potential SUP.

Attachments:

Attachment A: MQA response letter - 2015
Attachment B: MQA response letter - Harvey
Attachment C:



City of Somerville

150 8TH Street, Somerville, Texas 77879

979-596-1122

P.O. Box 159, Somerville, Texas 77879

Business Hours: M-F, 8:00 – 4:30

January 28, 2021

Abby McClean
Texas General Land Office
Community Development and Revitalization
Monitoring & Quality Assurances

RE: City of Somerville, Contract #18-332-000-B014
Monitoring Performance Review Letter

Ms. McClean,

Thank you for your letter to the City of Somerville regarding our 2015 Flood Grant. The City is dedicated to meeting performance expectation per the executed contract with the GLO.

As per our previous letter regarding this project, the original contractor refused to complete the work for the contract amount, and pulled off of the job about a month prior to the contract construction completion date. After numerous attempts to resolve the issue through negotiation before and immediately following the construction deadline of May 31, 2020 failed, the City sought guidance from GLO on how to proceed. The City wanted to terminate the contract with the original contractor for default or convenience and rebid the remaining work, with the hope that the project could be completed prior to the September 14, 2020 deadline. GLO advised the City that it should pursue a solution with the bonding company, and suggested that under the circumstances, an extension of time to complete the project might be considered favorably. In accordance with GLO's recommendations, the bonding company was formally contacted July 20, 2020.

The City submitted a draft Request for Extension on August 18, and a formal Request for Extension to the contract on August 31. By this time, we had received the first response from the Surety which was to summarily deny the City's claim and request additional information. Based on the fact that neither the surety or the contractor had any need to expedite a resolution, the City requested a one-year extension, but was advised to also present a schedule based on a six-month extension. The key issue (and concern) for a workable six-month extension schedule was resolving the issues with the contractor either through the surety, negotiation, or termination by September 30, 2020. The City was granted a 6-month extension, with a new completion date for the project of March 31, 2021.

With the clock running and no resolution in sight, City Council approved moving forward with the preparation of the documents and activities necessary to rebid the remainder of the work in November 2020. At the December 8th city council meeting, the City approved a new contract for the remaining work, pending GLO approval and termination of the original contract. A list of questions regarding how to proceed with the termination, along with a request to proceed with the award of the new contract was submitted to GLO on December 10, 2020. On December 16, 2020, we received a letter from the bonding company, which stated that since the re-bids were within budget, they were going to terminate their involvement. We have attached a detailed timeline related to the month-long delay in obtaining approval and guidance from GLO on completing the termination of the contract with Palasota for

convenience and awarding the remaining work to the new contractor to complete the work timely (please see Attachment A). GLO sent a response to the City's questions on 1/11/2021. We received the monitoring letter with the finding of non-compliance on expenditure and construction progress on January 14, 2021.

The City is in the process of terminating the construction contract and proceeding with executing a contract with the low bidder.

The estimated timeline for completing contract program activities within the contract term is:

Termination of Original Construction Contract – underway (Notice of Termination has been issued)

Execution of New Construction Contract – Underway

Notice to Proceed: February 2021

Construction: February 2021 – March 31, 2021 (45 Calendar Days)

Closeout Completion: April 2021

Contract End Date: March 31, 2021

With respect to the expenditure of grant funds: while the City has incurred costs related to protecting the safety of the residents of the Anita Heights subdivision during the hiatus, legal fees and additional engineering fees, none of which are subject to reimbursement, we are bound by the milestones of the GLO contract to refrain from requesting reimbursement for any additional engineering or grant administration funds until construction is completed. Currently, \$32,788.30 of the remaining funds are retainage, which is payable to Palasota upon submittal of required closeout documents and \$166,487.00 is committed for the completion of the construction portion of the project. Both of these are expected to be completed by March 31, 2021.

Given our diligent and continuing efforts to complete the project prior to the contract end date of March 31, 2021 and comply with all grant requirements, the City is requesting that this finding for noncompliance with Federal Register requirements to meet performance on a timely basis be formally rescinded.

The City appreciates the General Land Office's on-going efforts to provide assistance to our community. If you have any questions, please contact our Grant Administrator, Vicki Spiess, at 979/992-3940 or vicki@grantworks.net.

Sincerely,



Kathy Pollock

Assistant City Administrator

City of Somerville

979-596-1122

codecos@somervilletx.gov

Cc: V. Spiess, GrantWorks, Inc.; C. Christian, Strand Engineers; B Boulware-Wells, Knight & Partners, File

Attachment A

Time line for questions and response from GLO:

- 12/8/2020 E-mailed GLO project manager asking him to call me - Received Read Receipt but no call back.
- 12/8/2020 Council Meeting
- 12/9/2020 E-mailed GLO project manager - Requested a conference call with Management if he was unable to discuss the project, citing the City's concerns about meeting the March 31 deadline unless direction was received from GLO.
- 12/9/2020 GLO project manager e-mailed me back saying he was in a meeting and he would call me later.
- 12/9/2020 Spoke with GLO project manager regarding our question on proceeding. He requested that we e-mail him our questions.
- 12/10/2020 8:12 am – E-mailed questions to GLO project manager
- 12/10/2020 9:37 am - GLO project manager read E-mail.
- 12/10/2020 2:05 pm - GLO project manager said he would be getting with management for guidance.
- 12/16/2020 E-mailed GLO project manager the letter from Bonding Company stating their intent to close the City's case - Received a Read Receipt
- 12/16/2020 Received e-mail from GLO project manager saying he was drafting his response for management to review but would probably not be able to answer the questions until after Christmas week.
- 12/26/2020 GLO project manager requested Performance and Payment Bonds at 4:17; they were e-mailed at 4:21
- 1/4/2021 Requested an update from GLO project manager
- 1/7/2021 Received Read Receipt from e-mail sent 1/4/2021. In addition, GLO project manager requested the change order. Change order sent, received read receipt at 1:46 pm.
- 1/8/2021 E-mailed GLO project manager asking for an update so we could get something on the council agenda.
- 1/11/2021 4:33 PM received answers to the questions.

All of the timestamped e-mails related to this issue can be sent to you if you need to review them.



City of Somerville

150 8TH Street, Somerville, Texas 77879

979-596-1122

P.O. Box 159, Somerville, Texas 77879

Business Hours: M-F, 8:00 – 4:30

January 29, 2021

Abby McClean
Texas General Land Office
Community Development and Revitalization
Monitoring & Quality Assurances

RE: City of Somerville, Contract #20-065-058-C170
Monitoring Performance Review Letter

Ms. McClean,

Thank you for your letter to the City of Somerville regarding our Harvey Grant. The City is dedicated to meeting performance expectations per the executed contract with the GLO. The City intends to complete the project by the contract end term.

The Environmental Assessment is currently at GLO for review after issues related to TIGR that delayed the submittal of the Assessment, (completed in November, 2020) until January 7, 2021, despite repeated requests for assistance to resolve the issue. Once we receive GLO approval of the Environmental Assessment, the required 30 day comment period will begin.

The plans and specifications are in the process of being completed, but cannot be finalized until the City ensures that no additional easements are necessary. If it is necessary to obtain additional easements, that process cannot be completed until we receive the Authority to Use Grant Funds.

The Draw for Start-Ups (in the amount of \$10,672.50) was submitted September 29, 2020 and returned for revision due to a typographical error on November 12, 2020 (contract start date listed as January 21, 2020 instead of January 23, 2020); the draw was revised and resubmitted a half an hour later on the same day, and is still pending. The City's grant administrator requested information on the status of that draw from the GLO Project Manager on January 19, 2021 but no reply has been received to date. At this time we are unable to draw any additional funds, according to the approved milestones, until the Authority to Use Grant Funds has been issued.

The estimated timeline for completing contract program activities within the contract term is:

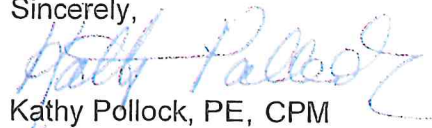
Complete Plans and Specifications: February 2021
Authority to Use Grant Funds: February/March 2021 (pending GLO Approval).
Bid: February/March 2021
Award: April 2021 (Pending GLO Approval of EA)
Construction: May 2021 – September 2021
Closeout Completion: October 2021 – October 2021
Contract End Date: March 31, 2022

City of Somerville
City of Somerville, Texas

The City is ahead of the projected schedule and on pace for performance expectations. Based on the information herein, and given our commitment to completing the project prior to the contract end date of March 31, 2022, the City requests that this finding for noncompliance with Federal Register requirements to meet performance on a timely basis be formally rescinded.

The City appreciates the General Land Office's efforts to provide assistance to our community. If you have any questions, please contact our Grant Administrator, Vicki Spiess, at 979/992-3940 or vicki@grantworks.net.

Sincerely,



Kathy Pollock, PE, CPM
Assistant to the City Administrator

City of Somerville

979-596-1122

codecos@somervilletx.gov

Cc: V. Spiess, GrantWorks, Inc.; C. Christian, Strand Engineers; B Boulware-Wells, Knight & Partners, File

Reports

Senior Center Activity Report

Agenda Item 5-E



Monthly Report for Somerville Senior Center

17510 State Highway 36
Somerville, Texas 77879
979-596-1822

Senior Center Report For January 2021

The Senior Center served 954 meals in the month of December.

We were open 18 days.

We are still serving 53 meals a day by either delivery or pick-up.

We have added no new members this month.

No update on when MOW will allow us to add new members to the meal roster.

Met with RSVP and delivered the Christmas gifts they provided for our Senior Volunteers.

Meeting with Brazos Valley Area Agency On Aging.

Organized a closeout meeting for Santaville to get a jump start on next year.

Decorated City Hall windows for Valentines Day.

Consent Agenda

**Approval of Minutes
January 12, 2021**

Agenda Item 6-A

**Somerville City Council
Regular Meeting
January 12, 2021**

The Somerville City Council met in a regularly scheduled meeting, on January 12, 2021, in the Somerville Senior Citizens Center. Present were Mayor Pro-tem Delfino Orozco; Alderwoman Debra Coleman, Alderman Jeff Schoppe, and Alderwoman Deonna Moses; City Administrator Danny Segundo; Rose Rosser City Secretary; Visitor's Register - on file in the City Secretary's Office.

CALL TO ORDER

6:18 PM - The meeting was called to Order at this time by Mayor Pro-tem Orozco.

INVOCATION

Invocation was given by Alderwoman Coleman.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance followed the Invocation.

CITIZEN'S COMMENTS

NONE

REPORTS

Police Department Activity Report

Chief Sullivan reported on Police Department Activity for the month of December 2020.

Municipal Court Activity Report

Rose Rosser reported on Municipal Court Activity for the month of December 2020.

Public Works Activity Report

Joshua Young reported on Public Works Activity for the month of December 2020.

Code Enforcement Activity Report

Kathy Pollock reported on Code Enforcement Activity for the month of December 2020.

Senior Center Activity Report

Kelsey Bizzell reported on Senior Center Activity for the month of December 2020.

CONSENT AGENDA

All Items on the Consent Agenda are to be considered self-explanatory in nature and may be enacted with one motion, one second and one vote and without separate discussion of each item. However, Council

reserves the right to move any item or all items from the Consent Agenda to New Business for discussion and separate action.

APPROVAL OF MINUTES / FINANCIAL MATTERS

Motion made by Alderman Schoppe to **approve** the Minutes of the December 8, 2020 regularly scheduled City Council Meeting; Statement of Revenues and Expenditures Report, Sales Tax Report, and the Open Invoices Report. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

PRESENTATIONS

NONE

UNFINISHED BUSINESS

NONE

EXECUTIVE SESSION

6:32 PM - Motion to **approve** moving to executive session for the purpose of discussion on Agenda Item 10-A, Nominations 2020 Steve Hodges Outstanding Citizen Award was made by Alderman Schoppe. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed. Present in executive session were: Mayor Pro-tem Orozco, Alderman Schoppe, Alderwoman Moses, Alderwoman Coleman; and Administrator Segundo;

6:39 PM - Reconvened to open session at this time

NEW BUSINESS

Action Items

Nominations 2020 Steve Hodges Outstanding Citizen Award

Motion made by Alderwoman Coleman to **approve** nomination of James Watson for the 2020 Steve Hodges Outstanding Citizen Award. **Seconded** by Alderman Schoppe. Motion **carried** by a vote of 3 in favor and 0 opposed.

Resolution R21-001 / TCDBG Community Development Fund

Motion made by Alderman Schoppe to **approve** Resolution R21-001 designating Strand Engineering, a professional engineering firm for the 2021-2022 TxDBG Community

Development Fund Application and project implementation, administered by the Texas Department of Agriculture. **Seconded** by Alderwoman Coleman. Motion **carried** by a vote of 2 in favor (Schoppe and Coleman) and 1 abstained (Moses).

Ordinance 21-001 / Smoking Paraphernalia

Motion made by Alderman Schoppe to **approve** Ordinance 21-001 providing for distance requirements for the sale of smoking paraphernalia. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

Ordinance 21-002 / Entergy Texas Statement of Intent

Motion made by Alderman Schoppe to **approve** Ordinance 21-002 declining the proposed rate increase of Entergy Texas Inc. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

Strand Assoc. / Engineering Services / 8th Street Improvement Project

Motion made by Alderman Schoppe to **approve** authorizing the City Administrator to enter into a contract with Strand Associates Inc., for engineering services related to the 8th Street Improvement Project. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

Strand Assoc. / Technical Services

Motion made by Alderman Schoppe to **approve** authorizing the City Administrator to enter into an agreement with Strand Associates Inc., for technical services. **Seconded** by Alderwoman Coleman. Motion **carried** by a vote of 3 in favor and 0 opposed.

Citizen Participation Plan TxCDBG Program

Motion made by Alderman Schoppe to **approve** the City of Somerville Citizen Participation Plan in association with the 2021-2022 TxCDBG project. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

Signature of Nuisance Abatement Services Contract

Motion made by Alderman Schoppe to **approve** authorizing the City Administrator to sign the Nuisance Abatement Mowing Contract for the November 10, 2020 council meeting for reference. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

Ticket Writer – Somerville Police Department

Motion made by Alderman Schoppe to **approve** the purchase of a ticket writer by the Somerville Police Department. **Seconded** by Alderwoman Moses. Motion **carried** by a vote of 3 in favor and 0 opposed.

DISCUSSION ITEMS

NONE

MAYOR & COUNCIL COMMENTS

Mayor Pro-tem Orozco: He doesn't know what the problem is with the Mayor and the City Administrator but whatever it is he wishes that they would grow up and iron it out because this is hurting the City and the people of the City. So, if they have any differences or need a mediator or somebody to step in, find one and get it done and get it over with. So that Council can keep moving forward. This is too small of a town to be so divided.

CITY ADMINISTRATOR COMMENTS

Administrator Segundo: He agrees with Mayor Pro-tem Orozco. He has reached out, through emails trying to communicate with the Mayor. It takes two people. He doesn't have a problem, he can be professional and courteous. He has talked to the Mayor about City issues. They communicate, they talk. Unfortunately, they don't get past that. He is willing to do whatever it takes to move forward. It takes two people and he's willing to do whatever it takes. He wants whatever is best for the City.

Mayor Pro-tem: Thanked Administrator Segundo and said he appreciated it.

ADJOURN

7:01 PM - At this time the Mayor Pro-tem said that "there were no other agenda items" and adjourned the meeting. He did not ask for a motion to adjourn or a second.

Passed: _____

Delfino Orozco, Mayor Pro-tem

I, Rose Rosser, City Secretary for the City of Somerville, Texas, do hereby certify that I am the custodian of the records for the City of Somerville, Texas, and that the above is a true and correct copy of the Minutes of the regularly scheduled meeting held on January 12, 2021.

Rose Rosser, City Secretary

City of Somerville

FILE COPY

FAXED

Found owners of both dogs

2-4-21
Faxed

Jack + John

Field Notes:

PART #	USED	DESCRIPTION	USED	ADDITIONAL PART	USED
3/16/20	3,150	6/16/20	7,130	12/15/20	3,680
2/14/20	2,870	5/15/20	2,870	11/16/20	3,740
1/15/21	3,120	4/15/20	3,450	10/15/20	6,020
Date Last Read 1/15/21					
Prev Reading 28148					
Last Reading 28460					
Route #: 5					
Meter #: 1830652278					
Account #: 406					
Bradford, Theresa					
413 3rd St					
Seq #: 6640					
Last Usage: 3120					
Old Address 705 3rd St/Mayor Mike Bradford 214-926					
RB NSIGHT #1830652278					

Workorder Notes: One has been caught by Theresa and tied up the other is still running
Pick Up Stray Dog

City of Somerville
Start Time: _____ End Time: _____
Requested By: BR Date Issued: 2/4/21
Assigned By: _____ Date Completed: _____
Assigned To: _____ By: _____
Reading: _____ To be Completed by: _____
0:00AM

Work order #8596
Pending

Thursday, February 4, 2021
10:58:28AM

City of Somerville

FILE COPY

FAXED

Dog gone

2-1-21

Faxed:

Field Notes:

PART #	USED	DESCRIPTION	USED	ADDITIONAL PART	USED
3/16/20	3,530	6/16/20	2,940	9/15/20	4,700
2/14/20	3,930	5/15/20	2,450	8/14/20	4,050
1/15/21	3,490	4/15/20	3,330	7/15/20	3,650
				10/15/20	3,970
				11/16/20	4,360
				12/15/20	3,080

RB NSIGHT # 1830651422

Bought from Matthew Davis

Phone: (713)299-2612

Lunford, Sandra T.

Workorder Notes: Brown/black dog loose in neighborhood chasing other animals

Workorder Type Pick Up Stray Dog

Assigned To:

Assigned By:

Requested By: ER

Start Time:

End Time:

Mileage:

Reading:

To be Completed by:

Date Issued: 2/1/21

Date Completed:

By:

Pending

Work order #8589

Page 1 of 1

4:28:13PM

Monday, February 1, 2021

Consent Agenda

Financial Matters Statement of Revenues & Expenditures

Agenda Item 6-B

City of Somerville
Statement of Revenue and Expenditures

Revised Budget
For General Fund (100)
For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
100-00-4011	Ad Valorem Taxes - Current Year	\$ 46,666.67	\$ 72,287.33	\$ 560,000.00	\$ 72,923.81	86.98%
100-00-4012	Ad Valorem Taxes - Delinquent Curren	0.00	0.00	0.00	3,983.62	0.00%
100-00-4013	Ad Valorem Taxes - Delinquent Prior Y	1,000.00	1,716.33	12,000.00	6,671.52	44.40%
100-00-4014	Ad Valorem Taxes - P&I Current Year	125.00	0.00	1,500.00	828.53	44.76%
100-00-4015	Ad Valorem Taxes - P&I Prior Year	233.33	773.67	2,800.00	3,866.11	(38.08%)
100-00-4021	Sales Taxes	20,833.33	19,783.66	250,000.00	70,835.29	71.67%
100-00-4023	Mixed Beverage Tax	250.00	0.00	3,000.00	1,112.42	62.92%
100-00-4030	Solid Waste Franchise Fees	1,041.67	1,194.82	12,500.00	3,254.91	73.96%
100-00-4031	Franchise Fee - Electric	3,250.00	0.00	39,000.00	0.00	100.00%
100-00-4032	Franchise Fee - Gas	750.00	0.00	9,000.00	0.00	100.00%
100-00-4033	Franchise Fee - Telephone	166.67	0.00	2,000.00	458.67	77.07%
100-00-4034	Franchise Fee - CableTV	100.00	0.00	1,200.00	0.00	100.00%
100-00-4035	Lease Welch Park	2,500.00	0.00	10,000.00	5,648.20	43.52%
100-00-4041	Building Permits	266.67	1,165.24	3,200.00	2,191.44	31.52%
100-00-4042	Electrical Permits	150.00	0.00	1,800.00	256.00	85.78%
100-00-4043	Plumbing Permits	41.67	112.50	500.00	162.50	67.50%
100-00-4044	Demolition Permits	0.00	100.00	0.00	100.00	0.00%
100-00-4045	Other Permits & Licenses	33.33	35.00	400.00	145.00	63.75%
100-00-4051	Traffic Fines	13,083.33	2,954.15	157,000.00	12,287.70	92.17%
100-00-4054	Warrant Fees	383.33	150.00	4,600.00	450.00	90.22%
100-00-4055	Arrest Fees	416.67	54.13	5,000.00	214.05	95.72%
100-00-4056	Court Omni Fees	100.00	31.69	1,200.00	176.63	85.28%
100-00-4057	Driving Safety Fees	200.00	29.90	2,400.00	69.90	97.09%
100-00-4058	Administrative Fees	50.00	0.00	600.00	20.00	96.67%
100-00-4059	Other Court Revenue	41.67	26.73	500.00	172.67	65.47%
100-00-4141	Record & Copy Fees	8.33	0.00	100.00	0.00	100.00%
100-00-4142	Police Record Fees	4.17	0.00	50.00	32.00	36.00%
100-00-4146	Donations - Police	20.83	0.00	250.00	100.00	60.00%
100-00-4148	Parks Donations	16.67	0.00	200.00	0.00	100.00%
100-00-4168	Other Miscellaneous Income	1,250.00	58,918.99	15,000.00	59,670.49	(297.80%)
100-00-4171	Interest	83.33	248.54	1,000.00	715.21	28.48%
100-00-4172	Fund Transfers-In	0.00	0.00	0.00	102.26	0.00%
100-00-4222	Building Rental - Transfer in	350.00	350.00	4,200.00	1,050.00	75.00%
Total General Fund Revenues		\$ 93,416.67	\$ 159,932.68	\$ 1,101,000.00	\$ 247,498.93	77.52%

Expenditures

100-11-5011	Salaries - Regular	\$ 11,841.67	\$ 16,845.06	\$ 142,100.00	\$ 39,300.94	72.34%
100-11-5012	Salaries - Overtime	66.67	0.00	800.00	26.62	96.67%
100-11-5013	Social Security	750.00	1,044.42	9,000.00	2,438.37	72.91%
100-11-5014	Medicare	175.00	244.26	2,100.00	570.25	72.85%
100-11-5015	T.M.R.S.	583.33	778.23	7,000.00	1,816.90	74.04%
100-11-5016	Group Medical	2,083.33	3,186.46	25,000.00	7,567.84	69.73%
100-11-5017	State Unemployment	66.67	21.10	800.00	29.74	96.28%
100-11-5018	Workmen's Compensation	75.00	119.66	900.00	900.00	0.00%
100-11-5032	Salaries - Contract Labor	500.00	0.00	6,000.00	438.75	92.69%
100-11-5041	Tax Collection	350.00	753.49	4,200.00	753.49	82.06%

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
100-11-5042 Advertisements	16.67	0.00	200.00	0.00	100.00%
100-11-5043 Dues & Memberships	83.33	35.00	1,000.00	780.00	22.00%
100-11-5044 Printing	58.33	135.65	700.00	135.65	80.62%
100-11-5054 Janitorial Services	150.00	215.80	1,800.00	475.88	73.56%
100-11-5055 Communication Services	1,000.00	523.23	12,000.00	1,612.78	86.56%
100-11-5056 Postage Services	41.67	0.00	500.00	0.00	100.00%
100-11-5057 ADP Services	41.67	0.00	500.00	0.00	100.00%
100-11-5088 Miscellaneous Services	416.67	1,473.34	5,000.00	2,432.34	51.35%
100-11-5091 Legal Services	416.67	2,134.14	5,000.00	5,736.34	(14.73%)
100-11-5094 Auditing Services	625.00	1,125.00	7,500.00	1,125.00	85.00%
100-11-5096 Consulting Services	291.67	2,500.00	3,500.00	4,600.00	(31.43%)
100-11-5097 Tax Collection Fee	62.50	0.00	750.00	658.08	12.26%
100-11-5115 Buildings	416.67	0.00	5,000.00	177.00	96.46%
100-11-5118 IT Equipment	100.00	0.00	1,200.00	0.00	100.00%
100-11-5119 IT Software	416.67	0.00	5,000.00	0.00	100.00%
100-11-5158 Miscellaneous Maintenance	167.33	0.00	2,008.00	0.00	100.00%
100-11-5161 General Supplies/Materials	416.67	908.38	5,000.00	1,806.44	63.87%
100-11-5162 Office Supplies	66.67	0.00	800.00	0.00	100.00%
100-11-5164 Publications	83.33	0.00	1,000.00	14,469.11	(1346.91%)
100-11-5198 Miscellaneous Supplies/Materials	37.50	0.00	450.00	0.00	100.00%
100-11-5211 Electric Services	400.00	327.02	4,800.00	607.88	87.34%
100-11-5212 Gas Services	60.00	77.77	720.00	233.31	67.60%
100-11-5221 Equipment Rental	291.67	201.42	3,500.00	841.73	75.95%
100-11-5231 Travel	125.00	98.00	1,500.00	430.60	71.29%
100-11-5232 Training	250.00	0.00	3,000.00	270.00	91.00%
100-11-5241 General Liability	500.00	96.60	6,000.00	599.24	90.01%
100-11-5380 Pest Control	25.00	25.00	300.00	75.00	75.00%
100-11-5393 Group Dental	108.33	0.00	1,300.00	0.00	100.00%
100-11-5394 Group Vision	18.75	0.00	225.00	0.00	100.00%
100-12-5011 Salaries - Regular	83.33	124.62	1,000.00	290.78	70.92%
100-12-5013 Social Security	8.33	7.71	100.00	17.99	82.01%
100-12-5014 Medicare	1.67	1.77	20.00	4.13	79.35%
100-12-5017 State Unemployment	2.50	2.01	30.00	4.69	84.37%
100-12-5043 Dues & Memberships	8.33	0.00	100.00	0.00	100.00%
100-12-5088 Miscellaneous Services	8.33	0.00	100.00	0.00	100.00%
100-12-5091 Legal Services	25.00	0.00	300.00	0.00	100.00%
100-12-5162 Office Supplies	12.50	0.00	150.00	0.00	100.00%
100-12-5231 Travel	41.67	0.00	500.00	0.00	100.00%
100-12-5232 Training	41.67	0.00	500.00	0.00	100.00%
100-12-5241 General Liability	0.00	96.60	0.00	96.60	0.00%
100-13-5011 Salaries - Regular	17,833.33	20,350.98	214,000.00	40,109.17	81.26%
100-13-5012 Salaries - Overtime	833.33	4,465.50	10,000.00	9,363.19	6.37%
100-13-5013 Social Security	1,125.00	1,538.62	13,500.00	3,067.29	77.28%
100-13-5014 Medicare	258.33	359.84	3,100.00	717.35	76.86%
100-13-5015 T.M.R.S.	1,000.00	1,066.80	12,000.00	2,150.12	82.08%
100-13-5016 Group Medical	4,116.67	3,983.10	49,400.00	8,762.82	82.26%
100-13-5017 State Unemployment	175.00	147.65	2,100.00	352.57	83.21%
100-13-5018 Workmen's Compensation	91.67	0.00	1,100.00	1,400.00	(27.27%)
100-13-5041 Tax Collection	350.00	753.49	4,200.00	753.49	82.06%

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For General Fund (100)

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
100-13-5043 Dues & Memberships	250.00	0.00	3,000.00	840.00	72.00%
100-13-5044 Printing	8.33	0.00	100.00	0.00	100.00%
100-13-5054 Janitorial Services	0.00	159.65	0.00	409.97	0.00%
100-13-5055 Communication Services	583.33	447.90	7,000.00	1,343.78	80.80%
100-13-5057 ADP Services	50.00	0.00	600.00	0.00	100.00%
100-13-5058 Law Enforcement Services	833.33	0.00	10,000.00	1,712.28	82.88%
100-13-5088 Miscellaneous Services	166.67	300.00	2,000.00	2,183.18	(9.16%)
100-13-5091 Legal Services	41.67	90.00	500.00	285.00	43.00%
100-13-5094 Auditing Services	266.67	0.00	3,200.00	0.00	100.00%
100-13-5096 Consulting Services	20.83	0.00	250.00	8,400.00	(3260.00%)
100-13-5115 Buildings	666.67	421.25	8,000.00	1,486.32	81.42%
100-13-5116 Equipment	500.00	0.00	6,000.00	379.75	93.67%
100-13-5117 Vehicles	1,333.33	2,728.78	16,000.00	7,247.27	54.70%
100-13-5118 IT Equipment	83.33	0.00	1,000.00	1,156.25	(15.63%)
100-13-5119 IT Software	0.00	0.00	0.00	812.50	0.00%
100-13-5120 Communication Equipment	62.50	0.00	750.00	0.00	100.00%
100-13-5158 Miscellaneous Maintenance	167.33	0.00	2,008.00	0.00	100.00%
100-13-5161 General Supplies/Materials	250.00	10.78	3,000.00	506.39	83.12%
100-13-5162 Office Supplies	66.67	128.57	800.00	215.87	73.02%
100-13-5164 Publications	8.33	0.00	100.00	0.00	100.00%
100-13-5165 Uniforms	166.67	0.00	2,000.00	0.00	100.00%
100-13-5201 Fuel - Gas	1,250.00	544.38	15,000.00	1,139.79	92.40%
100-13-5211 Electric Services	216.67	98.94	2,600.00	232.23	91.07%
100-13-5221 Equipment Rental	150.00	103.49	1,800.00	310.47	82.75%
100-13-5231 Travel	125.00	0.00	1,500.00	0.00	100.00%
100-13-5232 Training	125.00	0.00	1,500.00	175.00	88.33%
100-13-5241 General Liability	633.33	96.60	7,600.00	599.25	92.12%
100-13-5243 Law Enforcment Liability	200.00	193.75	2,400.00	585.25	75.61%
100-13-5380 Pest Control	20.00	20.00	240.00	60.00	75.00%
100-13-5393 Group Dental	258.33	0.00	3,100.00	0.00	100.00%
100-13-5394 Group Vision	50.00	0.00	600.00	0.00	100.00%
100-13-5395 Leased Vehicles / Equipment	734.33	0.00	8,812.00	9,198.53	(4.39%)
100-13-5396 Leased Vehicles / Equipment Interest	190.25	0.00	2,283.00	1,894.71	17.01%
100-15-5011 Salaries - Regular	3,458.50	4,776.00	41,502.00	11,144.00	73.15%
100-15-5012 Salaries - Overtime	25.00	0.00	300.00	0.00	100.00%
100-15-5013 Social Security	216.67	296.13	2,600.00	690.97	73.42%
100-15-5014 Medicare	50.00	69.24	600.00	161.56	73.07%
100-15-5015 T.M.R.S.	141.67	162.12	1,700.00	378.28	77.75%
100-15-5016 Group Medical	822.08	1,194.93	9,865.00	2,788.17	71.74%
100-15-5017 State Unemployment	33.33	0.00	400.00	8.83	97.79%
100-15-5018 Workmen's Compensation	25.00	100.00	300.00	300.00	0.00%
100-15-5041 Tax Collection	208.33	753.49	2,500.00	753.49	69.86%
100-15-5043 Dues & Memberships	41.67	0.00	500.00	258.00	48.40%
100-15-5044 Printing	4.17	0.00	50.00	0.00	100.00%
100-15-5055 Communication Services	62.50	30.00	750.00	90.00	88.00%
100-15-5056 Postage Services	16.67	0.00	200.00	0.00	100.00%
100-15-5088 Miscellaneous Services	16.67	0.00	200.00	0.00	100.00%
100-15-5091 Legal Services	416.67	990.00	5,000.00	4,957.95	0.84%
100-15-5094 Auditing Services	183.33	0.00	2,200.00	0.00	100.00%

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100-15-5118 IT Equipment	25.00	0.00	300.00	0.00	100.00%
100-15-5161 General Supplies/Materials	83.33	413.73	1,000.00	530.50	46.95%
100-15-5221 Equipment Rental	150.00	201.42	1,800.00	625.22	65.27%
100-15-5231 Travel	50.00	0.00	600.00	0.00	100.00%
100-15-5232 Training	25.00	0.00	300.00	0.00	100.00%
100-15-5241 General Liability	150.00	96.60	1,800.00	599.25	66.71%
100-15-5393 Group Dental	42.00	0.00	504.00	0.00	100.00%
100-15-5394 Group Vision	7.50	0.00	90.00	0.00	100.00%
100-16-5011 Salaries - Regular	3,583.33	4,953.60	43,000.00	11,538.40	73.17%
100-16-5013 Social Security	225.00	307.11	2,700.00	715.35	73.51%
100-16-5014 Medicare	54.17	71.82	650.00	167.29	74.26%
100-16-5015 T.M.R.S.	204.17	228.87	2,450.00	533.10	78.24%
100-16-5016 Group Medical	822.08	1,194.93	9,865.00	2,788.17	71.74%
100-16-5017 State Unemployment	37.50	0.00	450.00	0.00	100.00%
100-16-5018 Workmen's Compensation	18.75	74.99	225.00	225.00	0.00%
100-16-5032 Salaries - Contract Labor	291.67	0.00	3,500.00	550.00	84.29%
100-16-5041 Tax Collection	208.33	753.49	2,500.00	753.49	69.86%
100-16-5043 Dues & Memberships	37.50	75.00	450.00	195.00	56.67%
100-16-5044 Printing	4.17	0.00	50.00	0.00	100.00%
100-16-5056 Postage Services	8.33	0.00	100.00	0.00	100.00%
100-16-5061 Abatement Services	3,333.33	0.00	40,000.00	0.00	100.00%
100-16-5088 Miscellaneous Services	216.67	0.00	2,600.00	40.00	98.46%
100-16-5091 Legal Services	125.00	0.00	1,500.00	0.00	100.00%
100-16-5094 Auditing Services	166.67	0.00	2,000.00	0.00	100.00%
100-16-5096 Consulting Services	125.00	0.00	1,500.00	0.00	100.00%
100-16-5118 IT Equipment	25.00	0.00	300.00	0.00	100.00%
100-16-5161 General Supplies/Materials	41.67	0.00	500.00	0.00	100.00%
100-16-5163 IT Supplies	8.33	0.00	100.00	0.00	100.00%
100-16-5164 Publications	41.67	0.00	500.00	0.00	100.00%
100-16-5198 Miscellaneous Supplies/Materials	16.67	0.00	200.00	0.00	100.00%
100-16-5221 Equipment Rental	166.67	201.42	2,000.00	625.22	68.74%
100-16-5231 Travel	83.33	0.00	1,000.00	0.00	100.00%
100-16-5232 Training	83.33	0.00	1,000.00	0.00	100.00%
100-16-5241 General Liability	458.33	96.60	5,500.00	599.25	89.10%
100-16-5393 Group Dental	42.00	0.00	504.00	0.00	100.00%
100-16-5394 Group Vision	7.50	0.00	90.00	0.00	100.00%
100-17-5011 Salaries - Regular	3,083.33	4,202.85	37,000.00	9,820.45	73.46%
100-17-5012 Salaries - Overtime	250.00	232.86	3,000.00	758.73	74.71%
100-17-5013 Social Security	191.67	275.00	2,300.00	655.88	71.48%
100-17-5014 Medicare	50.00	64.32	600.00	153.41	74.43%
100-17-5015 T.M.R.S.	175.00	204.91	2,100.00	488.74	76.73%
100-17-5016 Group Medical	908.33	1,314.42	10,900.00	3,066.98	71.86%
100-17-5017 State Unemployment	16.67	0.00	200.00	0.00	100.00%
100-17-5018 Workmen's Compensation	16.67	200.00	200.00	300.00	(50.00%)
100-17-5020 Uniform Rental	83.33	27.24	1,000.00	63.56	93.64%
100-17-5041 Tax Collection	166.67	753.49	2,000.00	753.49	62.33%
100-17-5043 Dues & Memberships	41.67	0.00	500.00	0.00	100.00%
100-17-5053 Mowing Services	29.17	0.00	350.00	0.00	100.00%
100-17-5054 Janitorial Services	133.33	197.60	1,600.00	508.68	68.21%

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100-17-5055 Communication Services	200.00	65.06	2,400.00	195.18	91.87%
100-17-5057 ADP Services	83.33	0.00	1,000.00	0.00	100.00%
100-17-5088 Miscellaneous Services	58.33	64.93	700.00	64.93	90.72%
100-17-5091 Legal Services	25.00	0.00	300.00	0.00	100.00%
100-17-5092 Engineering Services	666.67	0.00	8,000.00	0.00	100.00%
100-17-5094 Auditing Services	183.33	0.00	2,200.00	0.00	100.00%
100-17-5114 Streets	4,166.67	10,714.91	50,000.00	12,407.89	75.18%
100-17-5115 Buildings	1,666.67	0.00	20,000.00	0.00	100.00%
100-17-5116 Equipment	208.33	0.00	2,500.00	775.40	68.98%
100-17-5117 Vehicles	416.67	634.77	5,000.00	2,758.95	44.82%
100-17-5118 IT Equipment	16.67	0.00	200.00	0.00	100.00%
100-17-5161 General Supplies/Materials	750.00	1,381.28	9,000.00	2,864.68	68.17%
100-17-5162 Office Supplies	8.33	0.00	100.00	0.00	100.00%
100-17-5165 Uniforms	0.00	0.00	0.00	124.18	0.00%
100-17-5198 Miscellaneous Supplies/Materials	167.33	0.00	2,008.00	0.00	100.00%
100-17-5201 Fuel - Gas	500.00	217.75	6,000.00	415.54	93.07%
100-17-5202 Fuel - Diesel	183.33	535.50	2,200.00	535.50	75.66%
100-17-5211 Electric Services	2,250.00	2,320.01	27,000.00	6,908.44	74.41%
100-17-5221 Equipment Rental	83.33	97.92	1,000.00	314.72	68.53%
100-17-5231 Travel	25.00	0.00	300.00	0.00	100.00%
100-17-5232 Training	37.50	0.00	450.00	0.00	100.00%
100-17-5241 General Liability	500.00	96.60	6,000.00	599.25	90.01%
100-17-5380 Pest Control	40.00	40.00	480.00	120.00	75.00%
100-17-5393 Group Dental	50.00	0.00	600.00	0.00	100.00%
100-17-5394 Group Vision	14.17	0.00	170.00	0.00	100.00%
100-17-5399 4th Street Drainage Project	0.00	8,160.75	0.00	8,160.75	0.00%
100-18-5053 Mowing Services	8.33	0.00	100.00	0.00	100.00%
100-18-5088 Miscellaneous Services	410.67	0.00	4,928.00	122.90	97.51%
100-18-5211 Electric Services	233.33	165.31	2,800.00	349.20	87.53%
100-18-5212 Gas Services	125.00	146.93	1,500.00	434.29	71.05%
100-18-5241 General Liability	458.33	96.60	5,500.00	599.25	89.10%
100-18-5242 Auto Liability	75.00	470.17	900.00	470.17	47.76%
100-18-5247 Real & Personal Property	70.83	849.67	850.00	849.67	0.04%
100-18-5380 Pest Control	55.00	55.00	660.00	165.00	75.00%
100-19-5044 Printing	41.67	0.00	500.00	0.00	100.00%
100-19-5116 Equipment	41.67	0.00	500.00	0.00	100.00%
100-19-5161 General Supplies/Materials	41.67	0.00	500.00	0.00	100.00%
Total General Fund Expenditures	\$ 94,373.93	\$ 121,739.15	\$ 1,132,487.00	\$ 296,995.56	73.77%
General Fund Excess of Revenues Over Expenditures	\$ (957.26)	\$ 38,193.53	\$ (31,487.00)	\$ (49,496.63)	(57.20%)

City of Somerville
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 93,416.67	\$ 159,932.68	\$ 1,101,000.00	\$ 247,498.93	77.52%
Total Expenditures	\$ 94,373.93	\$ 121,739.15	\$ 1,132,487.00	\$ 296,995.56	73.77%
Total Excess of Revenues Over Expenditures	\$ (957.26)	\$ 38,193.53	\$ (31,487.00)	\$ (49,496.63)	(57.20%)

City of Somerville

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Statement of Revenue and Expenditures

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Revised Budget

For Street Repair Franchise Fees (103)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
103-00-4172 Fund Transfers-In	\$ 2,333.33	\$ 2,716.73	\$ 28,000.00	\$ 7,005.81	74.98%
Total Street Repair Franchise Fees Revenues	\$ 2,333.33	\$ 2,716.73	\$ 28,000.00	\$ 7,005.81	74.98%
Street Repair Franchise Fees Excess of Revenues Over	\$ 2,333.33	\$ 2,716.73	\$ 28,000.00	\$ 7,005.81	74.98%

City of Somerville
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 2,333.33	\$ 2,716.73	\$ 28,000.00	\$ 7,005.81	74.98%
Total Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.00%
Total Excess of Revenues Over Expenditures	\$ 2,333.33	\$ 2,716.73	\$ 28,000.00	\$ 7,005.81	74.98%

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Statement of Revenue and Expenditures

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Revised Budget

For Enterprise (200)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
200-00-4071 Water Fees - Residential	\$ 27,083.33	\$ 30,639.27	\$ 325,000.00	\$ 81,299.52	74.98%
200-00-4072 Water Fees - Commercial	0.00	0.00	0.00	(22.00)	0.00%
200-00-4074 Water Fees - Penalties	1,333.33	2,111.42	16,000.00	4,486.41	71.96%
200-00-4075 Water Taps & Fees	33.33	0.00	400.00	500.00	(25.00%)
200-00-4077 Water Fees - Other Charges	458.33	539.18	5,500.00	1,157.42	78.96%
200-00-4078 NSF Charge Back	8.33	0.00	100.00	0.00	100.00%
200-00-4081 Wastewater Fees - Residential	21,250.00	23,672.28	255,000.00	60,730.21	76.18%
200-00-4082 Wastewater Fees - Commercial	0.00	0.00	0.00	847.71	0.00%
200-00-4083 Wastewater Fees - Industrial	708.33	736.90	8,500.00	1,316.20	84.52%
200-00-4085 Wastewater Taps & Fees	41.67	0.00	500.00	185.41	62.92%
200-00-4091 Solid Waste Fees - Residential	21,250.00	24,073.69	255,000.00	65,036.21	74.50%
200-00-4092 Solid Waste Fees - Commercial	0.00	0.00	0.00	(166.75)	0.00%
200-00-4168 Other Miscellaneous Income	50.00	0.00	600.00	238.64	60.23%
200-00-4171 Interest	66.67	119.56	800.00	346.79	56.65%
200-00-4500 Bad Debt	8.33	175.48	100.00	175.48	(75.48%)
Total Enterprise Revenues	\$ 72,291.65	\$ 82,067.78	\$ 867,500.00	\$ 216,131.25	75.09%

Expenditures

200-21-5011 Salaries - Regular	\$ 5,908.33	\$ 8,086.04	\$ 70,900.00	\$ 18,291.47	74.20%
200-21-5012 Salaries - Overtime	208.33	681.35	2,500.00	1,236.22	50.55%
200-21-5013 Social Security	291.67	543.56	3,500.00	1,210.66	65.41%
200-21-5014 Medicare	75.00	127.13	900.00	283.14	68.54%
200-21-5015 T.M.R.S.	250.00	405.04	3,000.00	902.13	69.93%
200-21-5016 Group Medical	1,875.00	2,855.83	22,500.00	6,687.50	70.28%
200-21-5017 State Unemployment	50.00	57.31	600.00	118.82	80.20%
200-21-5018 Workmen's Compensation	50.00	400.00	600.00	600.00	0.00%
200-21-5020 Uniform Rental	58.33	57.45	700.00	139.27	80.10%
200-21-5032 Salaries - Contract Labor	3,700.00	3,700.00	44,400.00	14,800.00	66.67%
200-21-5043 Dues & Memberships	166.67	0.00	2,000.00	1,881.60	5.92%
200-21-5044 Printing	0.00	0.00	0.00	621.05	0.00%
200-21-5048 Water Testing	166.67	32.00	2,000.00	709.92	64.50%
200-21-5050 Inspection Services	183.33	0.00	2,200.00	0.00	100.00%
200-21-5054 Janitorial Services	166.67	197.75	2,000.00	538.17	73.09%
200-21-5055 Communication Services	1,016.67	891.43	12,200.00	2,625.36	78.48%
200-21-5056 Postage Services	8.33	0.00	100.00	0.00	100.00%
200-21-5059 Water District Fees	300.00	0.00	3,600.00	0.00	100.00%
200-21-5088 Miscellaneous Services	416.67	0.00	5,000.00	80.00	98.40%
200-21-5091 Legal Services	41.67	0.00	500.00	0.00	100.00%
200-21-5092 Engineering Services	416.67	0.00	5,000.00	0.00	100.00%
200-21-5094 Auditing Services	183.33	0.00	2,200.00	0.00	100.00%
200-21-5096 Consulting Services	416.67	0.00	5,000.00	0.00	100.00%
200-21-5111 Water System	2,500.00	0.00	30,000.00	440.00	98.53%
200-21-5115 Buildings	41.67	0.00	500.00	806.16	(61.23%)
200-21-5116 Equipment	833.33	0.00	10,000.00	280.55	97.19%
200-21-5117 Vehicles	208.33	664.83	2,500.00	2,778.49	(11.14%)
200-21-5118 IT Equipment	70.83	0.00	850.00	0.00	100.00%

City of Somerville

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Statement of Revenue and Expenditures

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Revised Budget

For Enterprise (200)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
200-21-5119 IT Software	104.17	0.00	1,250.00	0.00	100.00%
200-21-5158 Miscellaneous Maintenance	83.33	788.50	1,000.00	788.50	21.15%
200-21-5161 General Supplies/Materials	3,750.00	2,781.00	45,000.00	6,178.63	86.27%
200-21-5162 Office Supplies	50.00	27.66	600.00	103.76	82.71%
200-21-5164 Publications	12.50	0.00	150.00	0.00	100.00%
200-21-5165 Uniforms	0.00	0.00	0.00	342.90	0.00%
200-21-5198 Miscellaneous Supplies/Materials	0.00	10.50	0.00	10.50	0.00%
200-21-5201 Fuel - Gas	208.33	163.31	2,500.00	311.65	87.53%
200-21-5202 Fuel - Diesel	100.00	267.75	1,200.00	267.75	77.69%
200-21-5211 Electric Services	1,808.33	2,176.83	21,700.00	5,519.45	74.56%
200-21-5221 Equipment Rental	150.00	201.42	1,800.00	625.22	65.27%
200-21-5231 Travel	41.67	0.00	500.00	0.00	100.00%
200-21-5232 Training	41.67	0.00	500.00	0.00	100.00%
200-21-5241 General Liability	500.00	96.60	6,000.00	599.25	90.01%
200-21-5376 Utility Franchise Fee	1,350.00	1,534.55	16,200.00	3,929.57	75.74%
200-21-5380 Pest Control	40.00	40.00	480.00	120.00	75.00%
200-21-5393 Group Dental	70.83	0.00	850.00	0.00	100.00%
200-21-5394 Group Vision	33.33	0.00	400.00	0.00	100.00%
200-22-5011 Salaries - Regular	5,908.33	8,086.04	70,900.00	18,291.48	74.20%
200-22-5012 Salaries - Overtime	208.33	681.37	2,500.00	1,236.27	50.55%
200-22-5013 Social Security	291.67	543.58	3,500.00	1,210.73	65.41%
200-22-5014 Medicare	75.00	127.16	900.00	283.21	68.53%
200-22-5015 T.M.R.S.	333.33	405.09	4,000.00	902.24	77.44%
200-22-5016 Group Medical	1,875.00	2,855.92	22,500.00	6,687.72	70.28%
200-22-5017 State Unemployment	41.67	57.35	500.00	118.87	76.23%
200-22-5018 Workmen's Compensation	52.08	425.00	625.00	625.00	0.00%
200-22-5020 Uniform Rental	31.25	57.54	375.00	139.49	62.80%
200-22-5032 Salaries - Contract Labor	3,700.00	3,700.00	44,400.00	14,800.00	66.67%
200-22-5044 Printing	16.67	0.00	200.00	0.00	100.00%
200-22-5047 Sludge Hauling	125.00	100.00	1,500.00	300.00	80.00%
200-22-5049 Wastewater Testing	625.00	540.00	7,500.00	1,746.00	76.72%
200-22-5055 Communication Services	300.00	270.87	3,600.00	812.61	77.43%
200-22-5057 ADP Services	83.33	0.00	1,000.00	0.00	100.00%
200-22-5088 Miscellaneous Services	2,500.00	0.00	30,000.00	0.00	100.00%
200-22-5092 Engineering Services	416.67	0.00	5,000.00	0.00	100.00%
200-22-5094 Auditing Services	225.00	0.00	2,700.00	0.00	100.00%
200-22-5096 Consulting Services	416.67	0.00	5,000.00	0.00	100.00%
200-22-5112 Wastewater System	1,666.67	744.95	20,000.00	4,636.75	76.82%
200-22-5116 Equipment	333.33	0.00	4,000.00	3,144.77	21.38%
200-22-5117 Vehicles	250.00	649.83	3,000.00	2,763.50	7.88%
200-22-5118 IT Equipment	70.83	0.00	850.00	0.00	100.00%
200-22-5119 IT Software	8.33	0.00	100.00	0.00	100.00%
200-22-5120 Communication Equipment	8.33	0.00	100.00	0.00	100.00%
200-22-5158 Miscellaneous Maintenance	416.67	788.50	5,000.00	788.50	84.23%
200-22-5161 General Supplies/Materials	1,666.67	657.68	20,000.00	1,643.82	91.78%
200-22-5162 Office Supplies	4.17	0.00	50.00	0.00	100.00%
200-22-5163 IT Supplies	4.17	0.00	50.00	0.00	100.00%
200-22-5164 Publications	12.50	0.00	150.00	0.00	100.00%
200-22-5165 Uniforms	0.00	0.00	0.00	315.87	0.00%

City of Somerville

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Statement of Revenue and Expenditures

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Revised Budget

For Enterprise (200)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
200-22-5198 Miscellaneous Supplies/Materials	83.33	0.00	1,000.00	0.00	100.00%
200-22-5201 Fuel - Gas	291.67	163.31	3,500.00	311.65	91.10%
200-22-5202 Fuel - Diesel	125.00	267.75	1,500.00	267.75	82.15%
200-22-5211 Electric Services	2,083.33	1,787.51	25,000.00	4,747.09	81.01%
200-22-5221 Equipment Rental	208.33	201.39	2,500.00	625.22	74.99%
200-22-5231 Travel	37.50	0.00	450.00	0.00	100.00%
200-22-5232 Training	41.67	0.00	500.00	0.00	100.00%
200-22-5241 General Liability	583.33	96.60	7,000.00	599.25	91.44%
200-22-5376 Utility Franchise Fee	1,100.00	1,182.18	13,200.00	3,178.50	75.92%
200-22-5393 Group Dental	70.83	0.00	850.00	0.00	100.00%
200-22-5394 Group Vision	33.33	0.00	400.00	0.00	100.00%
200-23-5011 Salaries - Regular	1,958.33	2,395.44	23,500.00	5,097.85	78.31%
200-23-5012 Salaries - Overtime	25.00	0.00	300.00	0.00	100.00%
200-23-5013 Social Security	100.00	148.53	1,200.00	316.08	73.66%
200-23-5014 Medicare	25.00	34.74	300.00	73.94	75.35%
200-23-5015 T.M.R.S.	58.33	73.63	700.00	154.24	77.97%
200-23-5016 Group Medical	250.00	541.72	3,000.00	1,083.44	63.89%
200-23-5017 State Unemployment	16.67	12.84	200.00	28.17	85.92%
200-23-5018 Workmen's Compensation	12.50	100.00	150.00	150.00	0.00%
200-23-5046 Solid Waste Disposal	14,166.67	14,011.28	170,000.00	42,184.92	75.19%
200-23-5056 Postage Services	166.67	342.90	2,000.00	342.90	82.86%
200-23-5057 ADP Services	83.33	0.00	1,000.00	0.00	100.00%
200-23-5088 Miscellaneous Services / Expense	25.00	0.00	300.00	0.00	100.00%
200-23-5094 Auditing Services	183.33	0.00	2,200.00	0.00	100.00%
200-23-5113 Collection Station	8.33	0.00	100.00	0.00	100.00%
200-23-5115 Buildings	83.33	0.00	1,000.00	0.00	100.00%
200-23-5116 Equipment	8.33	0.00	100.00	0.00	100.00%
200-23-5118 IT Equipment	8.33	0.00	100.00	0.00	100.00%
200-23-5161 General Supplies/Materials	8.33	0.00	100.00	0.00	100.00%
200-23-5164 Publications	41.67	0.00	500.00	0.00	100.00%
200-23-5211 Electric Services	25.00	25.22	300.00	71.27	76.24%
200-23-5241 General Liability	458.33	96.60	5,500.00	595.26	89.18%
200-23-5376 Utility Franchise Fee	1,100.00	1,194.82	13,200.00	3,254.91	75.34%
200-23-5393 Group Dental	20.83	0.00	250.00	0.00	100.00%
200-23-5394 Group Vision	4.17	0.00	50.00	0.00	100.00%
Total Enterprise Expenditures	\$ 73,110.80	\$ 70,155.18	\$ 877,330.00	\$ 197,356.96	77.50%
 Enterprise Excess of Revenues Over Expenditures	 \$ (819.15)	 \$ 11,912.60	 \$ (9,830.00)	 \$ 18,774.29	 290.99%

City of Somerville
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	72,291.65	\$	82,067.78	\$	867,500.00	\$	216,131.25		75.09%
Total Expenditures	\$	73,110.80	\$	70,155.18	\$	877,330.00	\$	197,356.96		77.50%
Total Excess of Revenues Over Expenditures	\$	(819.15)	\$	11,912.60	\$	(9,830.00)	\$	18,774.29		290.99%

City of Somerville

Statement of Revenue and Expenditures

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Revised Budget

For Senior Citizen's Fund (300)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Revenues										
300-00-4102	SSCC Title III Funds	\$	583.33	\$	583.33	\$	7,000.00	\$	1,749.99	75.00%
300-00-4103	SSCC Meal Donations		416.67		434.90		5,000.00		1,309.80	73.80%
300-00-4145	Donations - General		0.00		0.00		0.00		60.00	0.00%
300-00-4168	Other Miscellaneous Income		0.00		0.00		0.00		4,300.00	0.00%
300-00-4171	Interest		0.00		0.02		0.00		0.02	0.00%
300-00-4172	Fund Transfers-In		586.17		0.00		7,034.00		0.00	100.00%
Total Senior Citizen's Fund Revenues		\$	1,586.17	\$	1,018.25	\$	19,034.00	\$	7,419.81	61.02%
Expenditures										
300-00-5055	Communication Services	\$	125.00	\$	30.00	\$	1,500.00	\$	90.00	94.00%
300-00-5088	Miscellaneous Services		167.33		0.00		2,008.00		0.00	100.00%
300-00-5115	Buildings		583.33		0.00		7,000.00		173.47	97.52%
300-00-5161	General Supplies/Materials		35.00		0.00		420.00		0.00	100.00%
300-00-5162	Office Supplies		10.00		0.00		120.00		0.00	100.00%
300-00-5211	Electric Services		166.67		106.00		2,000.00		246.35	87.68%
300-00-5212	Gas Services		50.00		94.96		600.00		243.96	59.34%
300-00-5213	Water Services		18.33		8.50		220.00		25.50	88.41%
300-00-5222	Building Rental		350.00		350.00		4,200.00		1,050.00	75.00%
300-00-5241	General Liability		12.50		96.61		150.00		96.61	35.59%
300-00-5261	Capital Outlay (<5,000)		66.67		0.00		800.00		0.00	100.00%
300-00-5378	Miscellaneous Expenses		50.00		0.00		600.00		0.00	100.00%
300-00-5380	Pest Control		45.00		45.00		540.00		135.00	75.00%
Total Senior Citizen's Fund Expenditures		\$	1,679.83	\$	731.07	\$	20,158.00	\$	2,060.89	89.78%
Senior Citizen's Fund Excess of Revenues Over Expend		\$	(93.66)	\$	287.18	\$	(1,124.00)	\$	5,358.92	576.77%

City of Somerville

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

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Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	1,586.17	\$	1,018.25	\$	19,034.00	\$	7,419.81		61.02%
Total Expenditures	\$	1,679.83	\$	731.07	\$	20,158.00	\$	2,060.89		89.78%
Total Excess of Revenues Over Expenditures	\$	(93.66)	\$	287.18	\$	(1,124.00)	\$	5,358.92		576.77%

City of Somerville

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Statement of Revenue and Expenditures

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Revised Budget

For Hotel/Motel Tax (301)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
301-00-4105 Hotel/Motel Taxes	\$ 1,500.00	\$ 0.00	\$ 18,000.00	\$ 5,809.12	67.73%
301-00-4171 Interest	0.00	5.72	0.00	18.42	0.00%
Total Hotel/Motel Tax Revenues	\$ 1,500.00	\$ 5.72	\$ 18,000.00	\$ 5,827.54	67.62%
Expenditures					
301-00-5011 Salaries - Regular	\$ 1,233.33	\$ 1,792.28	\$ 14,800.00	\$ 4,177.76	71.77%
301-00-5012 Salaries - Overtime	0.00	0.00	0.00	26.62	0.00%
301-00-5013 Social Security	76.67	111.13	920.00	260.69	71.66%
301-00-5014 Medicare	16.67	25.99	200.00	60.98	69.51%
301-00-5015 T.M.R.S.	58.33	82.80	700.00	194.24	72.25%
301-00-5016 Group Medical	416.67	796.64	5,000.00	1,991.60	60.17%
301-00-5017 State Unemployment	7.50	21.11	90.00	29.75	66.94%
301-00-5042 Advertisements	291.67	0.00	3,500.00	0.00	100.00%
301-00-5055 Communication Services	12.50	79.95	150.00	239.85	(59.90%)
301-00-5088 Miscellaneous Services	583.33	0.00	7,000.00	181.45	97.41%
301-00-5161 General Supplies/Materials	8.33	0.00	100.00	0.00	100.00%
301-00-5212 Gas Services	12.50	0.00	150.00	0.00	100.00%
301-00-5213 Water Services	41.67	0.00	500.00	0.00	100.00%
301-00-5231 Travel	25.00	0.00	300.00	0.00	100.00%
301-00-5232 Training	25.00	0.00	300.00	0.00	100.00%
301-00-5393 Group Dental	16.67	0.00	200.00	0.00	100.00%
301-00-5394 Group Vision	3.75	0.00	45.00	0.00	100.00%
Total Hotel/Motel Tax Expenditures	\$ 2,829.59	\$ 2,909.90	\$ 33,955.00	\$ 7,162.94	78.90%
Hotel/Motel Tax Excess of Revenues Over Expenditures	\$ (1,329.59)	\$ (2,904.18)	\$ (15,955.00)	\$ (1,335.40)	91.63%

City of Somerville
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 1,500.00	\$ 5.72	\$ 18,000.00	\$ 5,827.54	67.62%
Total Expenditures	\$ 2,829.59	\$ 2,909.90	\$ 33,955.00	\$ 7,162.94	78.90%
Total Excess of Revenues Over Expenditures	\$ (1,329.59)	\$ (2,904.18)	\$ (15,955.00)	\$ (1,335.40)	91.63%

City of Somerville
Statement of Revenue and Expenditures

Revised Budget
For Court Technology (303)
For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
303-00-4107 Court Technology Funds	\$ 250.00	\$ 41.63	\$ 3,000.00	\$ 167.26	94.42%
303-00-4171 Interest	1.67	2.88	20.00	8.42	57.90%
Total Court Technology Revenues	\$ 251.67	\$ 44.51	\$ 3,020.00	\$ 175.68	94.18%
Expenditures					
303-00-5118 IT Equipment	\$ 83.33	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00%
303-00-5119 IT Software	183.33	0.00	2,200.00	0.00	100.00%
303-00-5231 Travel	25.00	0.00	300.00	0.00	100.00%
303-00-5232 Training	25.00	0.00	300.00	0.00	100.00%
Total Court Technology Expenditures	\$ 316.66	\$ 0.00	\$ 3,800.00	\$ 0.00	100.00%
Court Technology Excess of Revenues Over Expenditur	\$ (64.99)	\$ 44.51	\$ (780.00)	\$ 175.68	122.52%

City of Somerville

1/29/2021 1:56pm

Statement of Revenue and Expenditures

Page 2

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 251.67	\$ 44.51	\$ 3,020.00	\$ 175.68	94.18%
Total Expenditures	\$ 316.66	\$ 0.00	\$ 3,800.00	\$ 0.00	100.00%
Total Excess of Revenues Over Expenditures	\$ (64.99)	\$ 44.51	\$ (780.00)	\$ 175.68	122.52%

City of Somerville

Statement of Revenue and Expenditures

Page 1

Revised Budget

For Court Security (304)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
304-00-4108 Court Security Funds	\$ 416.67	\$ 46.76	\$ 5,000.00	\$ 188.35	96.23%
304-00-4171 Interest	4.17	11.44	50.00	33.61	32.78%
Total Court Security Revenues	\$ 420.84	\$ 58.20	\$ 5,050.00	\$ 221.96	95.60%
Expenditures					
304-00-5115 Buildings	\$ 833.33	\$ 343.97	\$ 10,000.00	\$ 903.97	90.96%
304-00-5231 Travel	16.67	0.00	200.00	0.00	100.00%
304-00-5232 Training	16.67	0.00	200.00	0.00	100.00%
Total Court Security Expenditures	\$ 866.67	\$ 343.97	\$ 10,400.00	\$ 903.97	91.31%
Court Security Excess of Revenues Over Expenditures	\$ (445.83)	\$ (285.77)	\$ (5,350.00)	\$ (682.01)	87.25%

City of Somerville

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

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Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Total Revenues	\$ 420.84	\$ 58.20	\$ 5,050.00	\$ 221.96	95.60%
Total Expenditures	\$ 866.67	\$ 343.97	\$ 10,400.00	\$ 903.97	91.31%
Total Excess of Revenues Over Expenditures	\$ (445.83)	\$ (285.77)	\$ (5,350.00)	\$ (682.01)	87.25%

City of Somerville
Statement of Revenue and Expenditures

Revised Budget
For Fireman's Fund (309)
For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
309-00-4101 Fireman's Funds	\$ 1,441.67	\$ 1,691.23	\$ 17,300.00	\$ 4,366.40	74.76%
309-00-4171 Interest	0.00	9.73	0.00	27.65	0.00%
Total Fireman's Fund Revenues	\$ 1,441.67	\$ 1,700.96	\$ 17,300.00	\$ 4,394.05	74.60%
Expenditures					
309-00-5311 Short-Term Loan-Principal	\$ 1,058.33	\$ 0.00	\$ 12,700.00	\$ 0.00	100.00%
309-00-5312 Short Term Loan-Interest	308.33	0.00	3,700.00	0.00	100.00%
Total Fireman's Fund Expenditures	\$ 1,366.66	\$ 0.00	\$ 16,400.00	\$ 0.00	100.00%
Fireman's Fund Excess of Revenues Over Expenditures \$	75.01	\$ 1,700.96	\$ 900.00	\$ 4,394.05	(388.23%)

City of Somerville
Statement of Revenue and Expenditures
Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	1,441.67	\$	1,700.96	\$	17,300.00	\$	4,394.05		74.60%
Total Expenditures	\$	1,366.66	\$	0.00	\$	16,400.00	\$	0.00		100.00%
Total Excess of Revenues Over Expenditures	\$	75.01	\$	1,700.96	\$	900.00	\$	4,394.05		(388.23%)

City of Somerville

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Statement of Revenue and Expenditures

Page 1

Revised Budget

For Christmas Fund (501)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
501-00-4112 Christmas Funds	\$ 0.00	\$ 17.06	\$ 0.00	\$ 59.71	0.00%
501-00-4171 Interest	0.00	0.22	0.00	1.24	0.00%
Total Christmas Fund Revenues	\$ 0.00	\$ 17.28	\$ 0.00	\$ 60.95	0.00%
Expenditures					
501-00-5088 Miscellaneous Services	\$ 0.00	\$ 1,615.85	\$ 0.00	\$ 1,615.85	0.00%
Total Christmas Fund Expenditures	\$ 0.00	\$ 1,615.85	\$ 0.00	\$ 1,615.85	0.00%
 Christmas Fund Excess of Revenues Over Expenditure	 \$ 0.00	 \$ (1,598.57)	 \$ 0.00	 \$ (1,554.90)	 0.00%

City of Somerville

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Statement of Revenue and Expenditures

Page 2

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	17.28	\$	0.00	\$	60.95		0.00%
Total Expenditures	\$	0.00	\$	1,615.85	\$	0.00	\$	1,615.85		0.00%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	(1,598.57)	\$	0.00	\$	(1,554.90)		0.00%

City of Somerville
Statement of Revenue and Expenditures

Revised Budget
For State Sales Taxes Fund (502)
For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
502-00-4118 State Sales Taxes	\$ 0.00	\$ 1,921.58	\$ 0.00	\$ 5,157.99	0.00%
502-00-4171 Interest	0.00	0.01	0.00	0.01	0.00%
Total State Sales Taxes Fund Revenues	\$ 0.00	\$ 1,921.59	\$ 0.00	\$ 5,158.00	0.00%
Expenditures					
502-00-5375 State Sales Taxes	\$ 0.00	\$ 1,415.40	\$ 0.00	\$ 4,839.10	0.00%
Total State Sales Taxes Fund Expenditures	\$ 0.00	\$ 1,415.40	\$ 0.00	\$ 4,839.10	0.00%
State Sales Taxes Fund Excess of Revenues Over Expe	\$ 0.00	\$ 506.19	\$ 0.00	\$ 318.90	0.00%

City of Somerville

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Statement of Revenue and Expenditures

Page 2

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	0.00	\$	1,921.59	\$	0.00	\$	5,158.00		0.00%
Total Expenditures	\$	0.00	\$	1,415.40	\$	0.00	\$	4,839.10		0.00%
Total Excess of Revenues Over Expenditures	\$	0.00	\$	506.19	\$	0.00	\$	318.90		0.00%

City of Somerville

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Statement of Revenue and Expenditures

Page 1

Revised Budget

For Debt Service Fund (600)

For the Fiscal Period 2021-3 Ending December 31, 2020

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Revenues										
600-00-4011	Ad Valorem Taxes - Current Year	\$	3,750.00	\$	11,950.11	\$	45,000.00	\$	12,055.33	73.21%
600-00-4012	Ad Valorem Taxes - Delinquent Curren		2,666.67		524.60		32,000.00		1,459.59	95.44%
600-00-4013	Ad Valorem Taxes - Delinquent Prior Y		125.00		0.00		1,500.00		1,715.94	(14.40%)
600-00-4014	Ad Valorem Taxes - P&I Current Year		16.67		0.00		200.00		194.47	2.77%
600-00-4015	Ad Valorem Taxes - P&I Prior Year		16.67		292.40		200.00		1,616.04	(708.02%)
600-00-4171	Interest		8.33		22.96		100.00		62.02	37.98%
Total Debt Service Fund Revenues		\$	6,583.34	\$	12,790.07	\$	79,000.00	\$	17,103.39	78.35%
Expenditures										
600-00-5321	Debt Service-Principal	\$	5,083.33	\$	0.00	\$	61,000.00	\$	0.00	100.00%
600-00-5322	Debt Service-Interest Short Term		1,499.08		0.00		17,989.00		0.00	100.00%
Total Debt Service Fund Expenditures		\$	6,582.41	\$	0.00	\$	78,989.00	\$	0.00	100.00%
 Debt Service Fund Excess of Revenues Over Expenditu										
		\$	0.93	\$	12,790.07	\$	11.00	\$	17,103.39	(155385.36%)

City of Somerville

Statement of Revenue and Expenditures

Revised Budget

For the Fiscal Period 2021-3 Ending December 31, 2020

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Page 2

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual		Remaining Budget %
Total Revenues	\$	6,583.34	\$	12,790.07	\$	79,000.00	\$	17,103.39		78.35%
Total Expenditures	\$	6,582.41	\$	0.00	\$	78,989.00	\$	0.00		100.00%
Total Excess of Revenues Over Expenditures	\$	0.93	\$	12,790.07	\$	11.00	\$	17,103.39		(155385.36%)

Consent Agenda

**Financial Matters
Sales Tax Revenue**

Agenda Item 6-B

SALES TAX INFORMATION

FY 2018 FY 2019 FY 2020 FY 2021

Date:

1/8/2021

Month	FY 2018-A	FY 2019-A	FY 2020-A	FY 2021-P	FY 2021-A	Difference YTD
OCT	\$ 16,847.09	\$ 16,078.26	\$ 21,946.30	\$ 16,100.00	\$ 18,836.07	\$ 2,736.07
NOV	\$ 26,297.09	\$ 28,510.66	\$ 28,115.79	\$ 27,500.00	\$ 32,215.56	\$ 4,715.56
DEC	\$ 16,742.13	\$ 22,772.13	\$ 20,897.92	\$ 20,000.00	\$ 19,783.66	\$ (216.34)
JAN	\$ 16,761.08	\$ 16,427.71	\$ 17,391.25	\$ 16,500.00	\$ 20,333.83	\$ 3,833.83
FEB	\$ 25,447.88	\$ 24,351.52	\$ 29,473.62	\$ 25,000.00	\$ -	\$ -
MAR	\$ 16,827.47	\$ 16,479.13	\$ 18,436.02	\$ 16,700.00	\$ -	\$ -
APR	\$ 22,881.39	\$ 19,577.32	\$ 17,143.32	\$ 20,000.00	\$ -	\$ -
MAY	\$ 27,751.53	\$ 31,037.03	\$ 30,600.87	\$ 29,000.00	\$ -	\$ -
JUN	\$ 17,264.07	\$ 18,078.11	\$ 26,831.27	\$ 18,000.00	\$ -	\$ -
JUL	\$ 16,901.15	\$ 18,117.11	\$ 26,750.16	\$ 18,000.00	\$ -	\$ -
AUG	\$ 26,961.00	\$ 26,319.05	\$ 34,963.25	\$ 26,000.00	\$ -	\$ -
SEP	\$ 16,673.54	\$ 17,570.31	\$ 24,484.99	\$ 17,200.00	\$ -	\$ -
TOTALS	\$ 247,355.42	\$ 255,318.34	\$ 297,034.76	\$ 250,000.00	\$ 91,169.12	\$ 11,069.12

**Projected
Figures for
FY 2021
Budget**



TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13528 • Austin, TX 78711-3528

January 08, 2021

TREASURER
CITY OF SOMERVILLE
PO BOX 159
SOMERVILLE, TX 77879-0159

Authority code is 2026028

City Sales and Use Tax Allocation Summary ending 01/05/2021

(1) GROSS COLLECTIONS	\$	20,765.66
(2) STATE 2% SERVICE FEE	\$	415.31
(3) AMOUNT RETAINED	\$	407.01
(4) PRIOR PERIOD	\$	390.49
(5) PAYMENT (1-2-3+4=5)	\$	20,333.83
Gross collections derived from audit payments		\$ 277.08
Gross collections derived from Single Local Use Tax		\$ 195.74

The above allocation payment has been deposited in your account. If for some reason your payment could not be direct deposited, a warrant is enclosed.

Allocation payment information is also available online through the Comptroller's website at <https://mycpa.cpa.state.tx.us/allocation/AllocDetail.jsp>.

If you have any questions about your local sales tax allocation payment, please contact us by email at Taxalloc.RevAcct@cpa.texas.gov, or call us at 800-531-5441, ext. 3-4530, or 512-463-4530.

Consent Agenda

Mixed Beverage Quarterly Report

Agenda Item 6-B



TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

P.O.Box 13528 • Austin, TX 78711-3528

January 15, 2021

TREASURER
CITY OF SOMERVILLE
PO BOX 159
SOMERVILLE TX 77879

Authority code is 2026028

Mixed Beverage Taxes Allocation Summary
FOURTH QUARTER (OCTOBER, NOVEMBER & DECEMBER) 2020

	Gross Receipts Tax	Sales Tax	TOTAL
(1) Total Period Collections _ + \$	556.07	934.62	1,490.69
(2) Carry Forward from Prior Allocation ----- + \$	0.00	0.00	0.00
(3) Retained Amount Balance -- - \$	0.00	0.00	0.00
(4) Net Payment (1 + 2 - 3 = 4) --- = \$	556.07	934.62	1,490.69

NOTE: A negative figure in item 3 represents an outstanding amount owed to the State.

The Total Net Payment shown above is your quarterly allocation payment, which includes revenue from monthly/quarterly reports plus collections derived from audit payments. It has been deposited directly to your account. If for some reason your payment could not be deposited, a warrant is enclosed.

Mixed beverage and private club registration permittees remit mixed beverage taxes (gross receipts tax and sales tax) to the Comptroller's office. We allocate a percentage of the total tax remittances for each calendar quarter to the counties where permittees are located. If the permittees are also located in an incorporated city, an additional percentage is allocated to that city. The remainder is transferred to the General Revenue Fund.

The percentage for this allocation is 10.7143%.

Allocation payment information is also available online through the Comptroller's website at <https://mycpa.cpa.state.tx.us/allocation/MixBev.jsp>.

The Mixed Beverage Taxes Comparison Summary Report is available at www.comptroller.texas.gov/transparency/local/allocations/mixed-beverage/.

If you have any questions about your mixed beverage taxes allocation payment, please contact us by email at Taxalloc.RevAcct@cpa.texas.gov or call 1-800-531-5441, ext. 3-4530, or 512-463-4530.

EFFECTIVE FEBRUARY 2021: Your jurisdiction will receive Mixed Beverage Tax receipts on a monthly basis. The new distribution schedule is available at <https://comptroller.texas.gov/transparency/local/allocations/mixed-beverage/distribution-schedule.php>.

Consent Agenda

**Financial Matters
Open & Paid Invoices**

Agenda Item 6-B

Open Invoices / Bills Paid and Bills due to be paid

- (1) Invoices marked in "Red" (and clearly marked Paid) have already been paid due to the date due. The City does not want to get into the habit of paying bills late or having delinquent open invoices on the books (as you can see from the due dates, some invoices will become delinquent if held for payment until the City Council meets).
- (2) After discussion between myself and Administrator Segundo we have concluded that it is in the best interest of the City not to allow bills to become "past due" as this could cause some vendors to be apprehensive when extending credit to the City and/or resulting in loss of utility and phone services or even loss of insurance as well as penalties for state monthly and quarterly reports (Comptroller and Retirement).
- (3) They are being placed on the "Open Invoice Report" as a transparency tool so that the City Council can view the Accounts Payable for the month as a whole even though they have already been paid.
- (4) Invoices marked in "black" are invoices that are still open (unpaid) for Council approval and will be paid as scheduled (due date).

Open Invoices / Broken Down by Department
Month of January 2021

Vender #	Vender Name	Due Date	Dept	Amount
Paid	Aflac	1/22/2021	100/PR	\$ 261.42
			200/PR	\$ 57.06
Paid	Alford Oil	1/22/2021	100/Police	\$ 536.20
			100/PW	\$ 214.48
			200/Water	\$ 160.86
			200/WW	\$ 160.86
Paid	American Assoc Notaries	1/15/2021	100/Police	\$ 36.90
129	American WW Association	2/12/2021	200/Water	\$ 83.00
Paid	Any Time Analysis	1/15/2021	100/Admin	\$ 40.00
Paid	ATMOS Energy	1/15/2021	100/Fire	\$ 190.14
Paid	ATMOS Energy	1/22/2021	100/Admin	\$ 77.77
			300/SSCC	\$ 89.53
2	AT&T	2/5/2021	100/Admin	\$ 44.64
			200/Water	\$ 44.64
Paid	Barco Mun Products	1/22/2021	100/PW	\$ 5,299.61
Paid	Barco Mun Products	1/29/2021	100/PW	\$ 121.90
Paid	Blue Cross	12/29/2021	100/PR	\$ 7,551.12
			200/PR	\$ 3,618.06
			301/PR	\$ 849.35
Paid	Bobcat	1/22/2021	100/PW	\$ 280.55
			200/Water	\$ 280.55
			200/WW	\$ 280.55
Paid	Brenham Dodge	1/29/2021	100/Police	\$ 4,805.20
1246	Brenham Dodge	2/12/2021	100/Police	\$ 360.14
Paid	Bur Cnty Tax Assessor	1/22/2021	100/Police	\$ 7.50
Paid	Caldwell Country	1/22/2021	100/Police	\$ 2,151.98
Paid	Cap Fleet Upfitters	1/15/2021	100/Police	\$ 1,351.80
Paid	Cap Fleet Upfitters	1/29/2021	100/Police	\$ 10,216.88
Paid	Chaparral Labs	1/22/2021	200/WW	\$ 606.00
			200/Water	\$ 32.00

General Fund (100)	Invoices Outstanding
Admin (11)	\$ 141.36
Council (12)	\$ -
Police (13)	\$ 575.08
Pub Works (17)	\$ 364.18
Mun Ct (15)	\$ 96.72
Fire Dept (18)	\$ -
Code Enf. (16)	\$ 96.72
Gen thru PR	\$ 3,475.05
	\$ 4,749.11
Enterprise Fund (200)	
Water (21)	\$ 580.43
Waste Water (22)	\$ 215.41
Solid Waste (23)	\$ -
Ent thru PR	\$ 1,561.17
	\$ 2,357.01
SSCC (300)	\$ 220.99
CtTech (303)	\$ -
Ct Sec (304)	\$ -
Hotel/Motel (301)	\$ -
Debt Serv (600)	\$ 70,365.25
501/Christmas Fund	\$ -
TOTAL	\$ 77,692.36

Vender #	Vender Name	Due Date	Dept	Amount
Paid	Child Support	1/15/2021	100/PR	\$ 419.54
			200/PR	\$ 168.46
Paid	Child Support	1/29/2021	100/PR	\$ 419.54
			200/PR	\$ 168.46
Paid	Citizens State Bank	1/15/2021	100/Admin	\$ 80.00
17	Citizens State Bank	2/15/2021	600/DebtServ	\$ 70,365.25
Paid	Coastal Systems	1/15/2021	304/Ct Sec	\$ 343.97
Paid	Comptroller	1/15/2021	500/CtFees	\$ 3,843.25
Paid	Computer Helpers	1/22/2021	200/Water	\$ 1,042.90
			200/WW	\$ 554.98
Paid	Core & Main	1/29/2021	200/Water	\$ 928.00
Paid	CTWP	1/15/2021	100/Admin	\$ 97.92
			100/Mun Ct	\$ 97.92
			200/Water	\$ 97.92
			100/Code Enf	\$ 97.92
			100/PW	\$ 97.92
			200/WW	\$ 97.91
228	CTWP	2/12/2021	100/Admin	\$ 96.72
			100/MunCt	\$ 96.72
			200/Water	\$ 96.72
			100/CodeEnf	\$ 96.72
			100/PW	\$ 96.72
			200/WW	\$ 96.72
Paid	Danny Segundo	1/15/2021	100/Admin	\$ 100.00
Paid	Dearborn Life Insur	1/22/2021	100/PR	\$ 91.54
			200/PR	\$ 37.70
			301/PR	\$ 6.94
Paid	Dept State Health Services	1/29/2021	200/Water	\$ 213.92
Paid	DXI	1/22/2021	200/Water	\$ 150.00
20	DXI	2/5/2021	200/WW	\$ 118.69
			200/Water	\$ 356.07
Paid	Entergy	1/15/2021	200/Water	\$ 1,397.88
Paid	Entergy	1/22/2021	100/Admin	\$ 23.82
			100/PW	\$ 2,375.72
			200/WW	\$ 2,102.08
			200/SW	\$ 32.15

Vender #	Vender Name	Due Date	Dept	Amount
Paid	Entergy	1/29/2021	100/Admin	\$ 357.67
			200/WW	\$ 384.94
			300/SSCC	\$ 89.54
			100/Police	\$ 114.83
			200/Water	\$ 827.98
			100/Fire	\$ 166.99
Paid	Frank's Trucking	1/29/2021	100/PW	\$ 304.58
			200/Water	\$ 304.58
			200/SW	\$ 304.59
Paid	Frontier	1/15/2021	200/WW	\$ 64.72
Paid	Frontier	1/29/2021	200/Water	\$ 59.75
Paid	HDU Services LLC	1/22/2021	200/Water	\$ 3,700.00
			200/WW	\$ 4,165.40
Paid	Jake Sullivan	1/22/2021	100/Police	\$ 81.92
Paid	JBR Tire & Lube	1/28/2021	200/Water	\$ 17.50
			200/WW	\$ 17.50
Paid	Kathy Pollock	1/15/2021	100/Admin	\$ 58.67
Paid	Kathy Pollock	1/22/2021	100/CodeEnf	\$ 17.92
906	Kawasaki of Caldwell	2/5/2021	100/PW	\$ 243.95
Paid	Kelsey Bizzell	1/29/2020	100/Admin	\$ 50.40
Paid	Knight & Partners	1/22/2021	100/Admin	\$ 2,045.14
			100/Mun Ct	\$ 120.00
Paid	Lange Dist	1/22/2021	300/SSCC	\$ 8.50
176	Lowes	2/5/2021	100/Police	\$ 85.49
Paid	MARC	1/15/2021	100/PW	\$ 542.00
Paid	MARC	1/29/2021	200/Water	\$ 726.44
			100/Admin	\$ 116.44
Paid	OmniBase Services	1/15/2021	100/MunCt	\$ 36.00
Paid	Perdue Brandon Fielder	1/29/2021	100/MunCt	\$ 658.83
Paid	Post Oak Savannah	1/22/2021	200/Water	\$ 2,838.12
Paid	Praxair	1/15/2021	100/PW	\$ 80.19

Vender #	Vender Name	Due Date	Dept	Amount
Paid	Quill	1/22/2021	200/Water	\$ 161.99
			100/Police	\$ 18.65
			100/Admin	\$ 29.64
			200/Water	\$ 19.98
			100/MunCt	\$ 18.66
			300/SSCC	\$ 10.99
65	Quill	2/5/2021	100/Police	\$ 69.46
Paid	Ray Criswell Dist.	1/15/2021	200/Water	\$ 13.99
			100/PW	\$ 13.99
			100/Admin	\$ 13.98
Paid	Reddy Ice	1/29/2021	200/Water	\$ 59.90
35	Schoppe Auto	2/5/2021	100/PW	\$ 23.51
			100/Police	\$ 59.99
Paid	Smith Pump	1/22/2020	200/WW	\$ 279.55
Paid	Strand Associates	1/15/2021	100/PW	\$ 8,160.75
Paid	Southern Tire Mart	1/8/2021	100/PW	\$ 114.00
Paid	Texas Commercial Waste	1/22/2021	200/WW	\$ 100.00
			200/SW	\$ 13,848.60
87	TMRS	2/5/2021	100/PR	\$ 3,475.05
			200/PR	\$ 1,561.17
			301/PR	\$ 220.99
Paid	Texas National Surveying	1/15/2021	100/PW	\$ 4,000.00
Paid	The Bug Stoppers	1/22/2021	100/Admin	\$ 25.00
			300/SSCC	\$ 45.00
			100/Police	\$ 20.00
			100/PW	\$ 40.00
			200/Water	\$ 40.00
			100/Fire	\$ 55.00
Paid	TML-IRP	1/15/2021	100/Admin	\$ 406.57
			100/Police	\$ 633.39
			100/MunCt	\$ 353.18
			100/CodeEnf	\$ 353.18
			100/PW	\$ 353.18
			100/Fire	\$ 783.34
			200/Water	\$ 353.18
			200/WW	\$ 353.18
			200/SW	\$ 353.26
			300/SSCC	\$ 53.39

Vender #	Vender Name	Due Date	Dept	Amount
Paid	Unifirst Holdings	1/15/2021	100/PR	\$ 38.96
			200/PR	\$ 155.77
			100/PW	\$ 70.96
			200/Water	\$ 237.32
			100/Admin	\$ 71.00
			100/Police	\$ 71.00
Paid	Unifirst Holdings	1/29/2021	100/PR	\$ 38.96
			200/PR	\$ 116.80
			100/PW	\$ 80.70
			200/Water	\$ 80.76
			100/Admin	\$ 80.70
			100/Police	\$ 80.70
Paid	US Postmaster	1/29/2021	200/Water	\$ 194.56
Paid	Waller County Asphalt	1/29/2021	100/PW	\$ 469.86
Paid	Washington County Tractor	1/29/2021	200/Water	\$ 306.66
			100/PW	\$ 306.66
			200/WW	\$ 306.66
Paid	Wight Insurance	1/22/2021	100/Police	\$ 71.00
Paid	Zochnet	1/29/2021	100/Admin	\$ 259.95
			100/Police	\$ 169.95
			100/Mun Ct	\$ 30.00
			100/PW	\$ 30.00
			200/Water	\$ 30.00
			200/WW	\$ 79.95
			300/SSCC	\$ 30.00
			301/HotMot	\$ 79.95
			TOTAL	\$ 183,795.20

Presentations

Steve Hodges 2020 Outstanding Citizen Award

Agenda Item 7-A



CITY OF SOMERVILLE

OFFICE OF THE MAYOR

2020 Steve Hodges Outstanding Citizen Award

Presented to

James Watson

**In recognition of commitment and service to the
City of Somerville, Texas.**

**The Administration of Somerville, Texas
On behalf of the Mayor and City Council of Somerville, Texas;**

**Hereby award this certificate in honor of the above individual's
service to the City of Somerville and it's citizens.
His efforts have made the City a safer place for all of our citizens
to work, play and live.**

**In Testimony Whereof, I Mayor Michael Bradford have subscribed my name and caused the Seal of the
City of Somerville, Texas to be affixed on this 9th Day of February in the year of our Lord, Two Thousand,
Twenty One.**

Michael Bradford, Mayor

Danny Segundo, City Administrator

Presentations

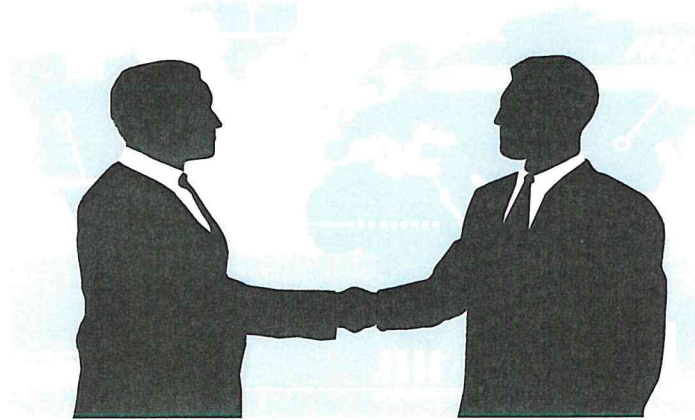
Assessment of Department Operations

Agenda Item 7-B



Somerville Police Department

A partnership with the Community



Assessment of Department Operations

Submitted by:

Jake Sullivan

Chief of Police

February 2021

Department Review of Operational Effectiveness

First, let me say what a privilege it is to be selected by the City Council and the City Administrator of Somerville as your Chief of Police. As I mentioned in my interview, just because you are a small community does not mean you have to think small in the level of police service to our citizens.

My goal is to build a respected, professional agency that you and the community will be proud of. Three things that police personnel must understand and believe in order to be successful are the Mission, Vision and Values of the department. Please see below what I have defined as the Mission, Vision and Values of the Somerville Police Department:

MISSION

The Mission of the Somerville Police Department is to make Somerville a safe, sustainable, and livable city for everyone, by keeping citizens safe and holding offenders accountable.

VISION

The sanctity of human life is the foundation by which the Somerville Police Department serves. We are committed to leveraging technology, innovation, collaboration, and imagination to make us trusted and respected by our diverse community.

VALUES

Professionalism, Respect, Integrity, Dedication, and Excellence (P.R.I.D.E.)

The mission, vision and values listed above it what every employee of the Somerville Police Department is expected to understand and follow to be part of our team.

Somerville Police Department Overview:

My overview of the department looked at items needed to obtain compliance by state and federal law, operational effectiveness and long-term sustainability of improvement of the police department.

Mandatory State and Federal Compliance:

During my initial assessment the following concerns are as follows:

Texas Commission on Law Enforcement (TCOLE) requires a strict process in how police personnel both sworn and nonsworn are to be hired and documented. I found personnel files incomplete, did not have the required documentation for hiring as outlined by the Texas Commission on Law Enforcement (TCOLE) regulations. Found copies of failed TCOLE audits. Some staff had been hired out of TCOLE compliance and in violation TCOLE regulation.

The Texas Department of Public Safety Sex Offender registration was not compliant and was not up to date. Offenders have gone unchecked, undocumented or unregistered.

The National Crime Information Center (NCIC) and the Texas Criminal Information Center (TCIC) was out of compliance. The system had old personnel listed, staff not compliant with required training and access security was out of compliance. Our computer requirements not compliant with TCIC/NCIC expectations, the police department hasn't passed a Criminal Justice Information Service audit (CJIS) audit since 2017, as required by the Texas Department of Public Safety and the Federal Bureau of Investigation. This audit is required to be completed every three years.

National Incident Based Reporting System (NIBRS) was not compliant nor initiated to be compliant by a January 2021 deadline.

Uniformed Crime Reporting had not been completed since June 2020, which is required monthly by the FBI and DPS. This can directly affect our grant ability.

TCIC unauthorized personnel still assigned to the Somerville Police Department. Personnel should be removed upon separation of employment.

Police Department Building Effectiveness:

The current building functionality of the police department is need of repairs. The foundation is settling, sheetrock is cracking, holes in the walls and ceiling etc. The roof is need of repair. The facility has mold throughout the building. The organizational use of the facility is in need of reorganization and upgrades. The building doesn't meet a normal standard to be effective or house the needs of the police department.

Some of the items and property that was contained inside the building had no professional needs, there were items stacked on top of each other, to include non-functional equipment and in some cases was just junk that was kept.

The security of the facility could not be established. Meaning, there was not a master key system in place, and there was no way to be assured who had been issued keys or who had the access code to enter the facility. This put the security of the facility at risk, uncertainty of who has access to the police department and making us not compliant with state and federal standards due to the information held within, and computer access.

The facility security of the police department is mandatory by both the Department of Public Safety and the FBI due to the sensitive information held within, and access to computer data.

The police officer work area:

Interim Chief Otto Arnim had initiated an update for computer equipment, which was not completed, and is required to be compliant with state and federal standards.

1. The office and equipment were not organized, cleaned or in some cases not functional.
2. Duplicate files, folders with no information, without any status updates. Example, case dismissed or submitted to the County or District Attorney for prosecution.
3. The phone system was not functional and needs updating.
4. The computers, and operational systems were not functional. Some of the software is out dated and did not have basic electronic security as required by both the Texas Department of Public Safety and the FBI. The computers need to be updated along with the software.
5. The Mobile Data Terminal (MDT in-car computers) was not functional. Computer software reequipments were non-existent and failed to meet state and federal madidates as required by both state and federal law.
6. All computers did not have spyware/malware protection as required by state and federal mandates.
7. Copsynic was the previous record management system (RMS), the department did not have access to previous reports, or the ability to answer open record request related to the previous RMS system, or update old criminal cases.
8. CRIMES is the current record management system (RMS) and was not available other than in the cars, limiting the ability to provide information for open record request, or report updates. The system in the car did not communicate to the desk top system, meaning officer initiated a report in the car, they could not complete the report on the desktop computer in the office.

Evidence Room:

1. The evidence room was substandard and unorganized. No documentation of function or accountability for items stored in the evidence room. In some cases, evidence was never processed or submitted for lab for analysis. The evidence room was holding non-evidence items, which is a poor best practice. The evidence room had failed the international standard, suggested by the International Association for Property Evidence (IAPE)
2. The evidence room was rat infested with feces, mold on the walls and floor. The walls are separating and not designed to hold certain types of evidence effectively.

Fleet Assessment:

Patrol is the backbone of any law enforcement agency. It is how we respond to calls for service, needs of our citizens and to detour crime. Police vehicles are often the ambassadors for the city, it is often what visitors and citizens alike see when they visit our great city. The fleet had not been serviced on a regular basis and with no officer accountability, the units were dirty and did not appear to be taken care of and had limited information on how fleet maintenance was tracked. Mileage is high, and not sustainable for proactive policing. The police department did not have a fleet accountability program to assure each officer is responsible for each vehicle they used, and a proper end of fleet life, so new fleet can be purchased to limit the financial impact on city funds and rotated out of service.

With the exception of the 2019 F-150 Police Truck the police fleet needs to be replaced. There was no accountability, or policies in place and other safe guards to hold personnel accountable for not taking care of the fleet.

Equipment:

Most equipment did not work, service agreements had not been kept current or the equipment was outdated. Equipment was not organized, cleaned and what appeared to be selectively used with no policies in place. The police department has a great opportunity to provide our citizens better police service with some technology upgrades that will need to be implemented over time due to the cost. Additionally, I am working with state, federal and local agencies to maximize our ability to use technology to reduce crime, hold offenders accountable and better use of officer deployment.

I am working to implement social media as a form of how we can communicate with our citizens, by creating a Somerville Police Facebook page, Twitter account. This allows us to share real time information to our community, it also allows information to be shared with the police department.

Staffing:

One of the greatest challenges any small agency has is staffing. It is also the greatest risk to civil liability, citizen complaints and successful prosecution of offenders. The department had not implemented a hiring process often used by police agencies across the nation. State law requires identification cards for police staff to be of a certain standard, which was not in compliance.

The police department had not looked at hiring police recruits, which are persons selected to attend the police academy. The selection of police recruits opens the department opportunities to improve our candidate selection. This allows our department to select the right person to be an officer for our city, and not just hire a body to fill a position. In an effort to hire the most qualified to attend the police academy, most employers across multiple professions are offering sign on bonus, to include a law enforcement sign on bonus. This program allowed City of Somerville to hire our first police recruit, Officer Justin Like in January 2021.

One of my goals once we are fully staffed, is to implement a defined training outline for each employee. The purpose is to provide personal growth for each employee. Each employee brings a different level of experience, education, and goals they each want to accomplish. This creates an environment for employee longevity, better trained staff and a vested interest in our department and community.

The current pay structure is not conducive to attract or sustain professional police personnel. I am looking at other methods of pay for performance, education, and training certification to justify a pay step plan in order to attract and retain qualified personnel. Law enforcement is a unique group of professionals, just like teachers, nurses etc., it is not always about pay, but the environment for which they work in and other assets that allow them to be productive and enjoy a sense of accomplishment for the community they serve.

Policy Update:

The Somerville Police Department Best Practices (policy manual) are not compliant with current legal trends, civil liabilities cases and modern police protocols. The police policy manual is outdated and basically non-existent. The most recent policy manual that I have found is from August of 2006. The standards are out dated, and no documentation that police personnel had ever been trained on policies in place. This is one of the greatest issues that creates liability for cities of all sizes, it is the foundation in how police personnel are held accountable, and how to document personnel issues or incidents involving the public. In return, it sets the standard in which a disciplined and professional police agency functions and leads with transparency for the community in which officers serve.

Current times are uncharted waters for law enforcement with current trends becoming a challenge that face cities of all sizes. Establishing current Best Practices assures officer accountability, helps detour civil liability and provides transparency for the community.

In the coming weeks, I will present to the city council for consideration initiating recognized status from the Texas Police Chief Association. The TPC program outlines 168 best practices that law enforcement agencies are evaluated on. Currently, there are only about 220 law enforcement agencies out of the 2600 law enforcement agencies in the State of Texas that have achieved the standard. If approved by the City Council, it will take the Somerville Police Department about two years to achieve this recognized status.

Mandatory State and Federal Compliance Update:

The Somerville Police Department has completed compliance in the following:

Texas Commission on Law Enforcement (TCOLE). On December 16, 2020, at my request TCOLE conducted an onsite full audit. The conclusion of the audit resulted in no deficiencies.

The National Crime Information Center (NCIC) and the Texas Criminal Information Center (TCIC) was conducted by the Texas Department of Public Safety, which we initially failed. We are working on going with the Texas Department of Public Safety to meet compliance and hope to have the issues resolved by March 2021. The audit is comprehensive, involving any organization or law enforcement agency which has access to our computer systems, office etc.

National Incident Based Reporting System (NIBRS) was a mandate by the FBI for all law enforcement agencies to meet compliance by January 2021. On December 17, 2020, the Somerville Police Department was awarded our NIBRS certification from the Texas Department of Public Safety. The NIBRS process now replaces Uniformed Crime Reporting (UCR). This directly effects our ability to meet compliance for grants at the state and federal level and provide more timely information to the public as it relates to crime data.

TCIC unauthorized personnel still assigned to the Somerville Police Department was resolved immediately. This process is one requirement to meet CJIS compliance and to assure department security.

Sex Offender Registration is back on track and offenders are being held accountable and validated by police personnel as required by law. Sex Offender registration is a two-prong approach in holding offenders accountable: electronic review of data provided by offenders and police personnel out in the field to assure what they provided is factual. Officers will be physically verifying offender's residence, etc., to assure compliance as outlined by state law. I have been unable to confirm that the Somerville Police Department has historically held offenders accountable as outlined by law.

Police Department Building Effectiveness Update:

The building has been tested for black mold and awaiting the results. The building has been inspected for roof issues and the estimated cost presented to the City Administrator. The building structure integrity is waiting evaluation.

New facility security management has been implemented with new locks, policies for access. The officer work area has been cleaned better organized and processes deployed. Technology updates will have to be implemented overtime due to the cost.

Access to the previous RMS has been resolved and now able to provide open record request as needed. A record filing system has been updated with better compliance. The current RMS is an

ongoing issue and being resolved as issues rise. One way to resolve the previous issue was to streamline access, since all Burleson County law enforcement use the same RMS system.

Evidence Room Update:

On November 18th -20th an outside firm conducted an onsite audit of the evidence room. The results of that audit, suggested additional training for SPD personnel, change in police best practices and reorganization of the evidence room. Onsite training was conducted, best practices have been implemented and additional training and processes will be implemented. The building structure issues still need to be addressed.

Fleet Assessment update:

First let me express appreciation from the entire Somerville Police Department for the city administrator and council's approval for the new Police Tahoe. Several maintenance projects have been initiated and completed to improve fleet reliability. A fleet maintenance program has been implemented to aid in length of life for the current police fleet. SPD is in drastic need of a new fleet. I am currently working on a grant for a new vehicle to help limit the financial impact to the cities budget. The goal is building a solid fleet where the purchase of vehicles is not so taxing on city budget.

Ongoing Changes:

1. Fleet tracking and inspection spread sheet has been implemented.
2. Officer Assigned to a specific vehicle for use unless the assigned vehicle is out of service.
3. Council review for future purchases of new vehicles and competing for grants to purchase vehicles.
4. Updated policy for fleet use and responsibility and transition of end of fleet life.
5. Mechanical review of all fleet vehicles to assure officer safety and prevent civil liability to the city.
6. Sell unusable fleet or equipment, to assist in the purchase of a new vehicle.
7. Repairs and upgrades for the police fleet is ongoing.

Staffing Update:

Somerville Police Department is still down one full time officer position. Multiple recruiting initiatives are underway to find the right candidate to join our team.

We have hired two full time officers:

Officer Jack Nickell was hired in December 2017 as Reserve Officer, however had spent majority of his time deployed with the military. On December 17th, Officer Nickell joined our team full-time. Officer Nickell also brought an additional team member to the Somerville Police

Department, our new K-9 Kona. Officer Nickell and K-9 Kona are both certified in drug detection. Jack is a military veteran and still in the military reserves.

Officer Justin Like is the newest officer to the team. Officer Like is a recent graduate of the Hill College Police Academy and is our first police recruit for the Somerville Police Department. Officer Like has a Bachelor Degree from Tarleton State University and a military reservist.

The Brazos County Council of Government has offered to reimburse our department for 60% of all TCOLE approved training. I have a 24-month training program that I have initiated for each employee of the Somerville Police Department. The initial step is getting Sergeant Watson registered to attend Law Enforcement Management Institute of Texas New Supervisor School (June 2021). This will be one of many leadership programs that Sergeant Watson will be required to attend. I have two officers registered for a 60-hour training program in July 2021. Having a developed training program for each employees' goals is one step to officer retention, and personnel development and reduce civil liability.

As our municipal budget allows, my goal would be to obtain one more full-time officer position. There is grant funding to pay for that additional officer. The funding requires the city to pay for 25% of the officer's initial pay and benefits increasing 25% each year requiring the city to pay 100% of the cost by year four. This would allow for consistent 24-hour police service and not be dependent on other law enforcement agencies to serve our community. It would allow the police department to initiate community programs, such as a crime prevention program, citizens police academy, and other community initiatives.

Equipment Update:

Equipment repairs, upgrades etc., is an ongoing process. We have been able to get the Crimes RMS system updated, functional in the vehicles and in the office. The Somerville Police Department has been awarded a grant to replace/upgrade of our body camera system. The grant is the final stages to secure the funding.

Thanks to recent council approval for the E-Citation System, it has been initiated and will be deployed within the next six months. The delay in the deployment is in part due to the software buildout required for the computer interface for Crimes (RMS) and Hill Country (Court RMS). The citation system is built specifically for each law enforcement agency. The system will aid in better data tracking, to include recent changes to the state mandated racial profile report, which I will submit to the council in March.

There are several equipment projects that I am working on and will be sharing with the council in the near future.

Conclusion

The first 90-days as your Chief of Police has been very busy. The rebuilding the Somerville Police Department has begun from the foundation. As you may have noticed, a new look on our police fleet has been rolled out. Our team has newly designed badge and new patches. The new badge and patch are on the top of the cover page of this document on page 1.

I have initiated several new processes, policy implementations and accountability initiatives. One of the goals I personally set was to be build collaboration and partnership with the other agencies within Burleson County and at the state and federal levels. So far, we are off to a strong start, we have had both state and county assets used in our city to remove offenders from our community. We are well underway in our crime reduction program and holding offenders accountable.

Currently, I am working on several grants, and multiple agency initiatives to make our community safer. Retraining our team in a different way in how we serve our community is paramount in building community trust and transparency. This will continue to be an ongoing process as we become fully staffed. As COVID restrictions dissipate, I am looking forward to initiating more community programs.

As I outlined in my interview, the Somerville Police Department will be a different department in the next 24 months. I hope to build a respected police agency that utilizes leveraging technology, innovation, collaboration, and imagination to provide better police service to our community.

Respectfully,

A handwritten signature in cursive script that reads "Jake Sullivan".

Jake Sullivan

Chief of Police

Executive Session

(None Scheduled, but)

The City Council may announce that it will adjourn the public meeting and convene in Executive Session pursuant to Chapter 551 of the Texas Government Code, to discuss any matter as specifically listed on this agenda and/or as permitted by Chapter 551 of the Texas Government Code.

Agenda Item 9

New Business Action Items

Election Order
(Orden Electoral)

Agenda Item 10-A
(Tema 10-A del orden del día)

NOTICE OF General ELECTION
(La nota de Eleccion General)

To the Registered Voters of Somerville , Texas:
(A los Votantes Registrados de Somerville, Tejas:)

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 City Officer's election, to elect a Mayor and 2 Aldermen
(Advierta por la presente es dado que los centros electorales listaron estará abajo abierto de 7:00 de la mañana a 7:00 de la tarde, en el 1 de mayo de 2021, para votar en la elección de un Oficial de la Ciudad, para elegir un Alcalde y a 2 Regidores)

LOCATIONS OF POLLING PLACES
(Las ubicaciones de Centros Electorales)

SISD Administrative Offices / 625 8th Street / Somerville, Texas
Oficinas administrativas de SISD/625 8th Street/Somerville, Texas

Early voting by personal appearance will be conducted each week day at
(Votando temprano por aspecto será realizado cada día de semana en)

SISD Administrative Offices 625 8th Street Somerville, Texas
(Location) (Ubicación)

between the hours of 8:00 a.m. and 4:30 p.m. April 19, 2021 – April 23, 2021 & 7:00 a.m. to 7:00 p.m.
April 26, 2021 - April 27, 2021

(entre las horas de 8:00 de la mañana y 4:30 de la tarde, el 19 de abril de 2021 por el 23 de abril de 2021 y 7:00 de la mañana a 7:00 de la tarde, el 26 de abril de 2021 por el 27 de abril de 2021).

Applications for ballot by mail shall be mailed to:
(La aplicación para la votación por correo será enviada a:)

Rose Rosser, Early Voting Clerk
(Name of Early Voting Clerk)
(El nombre de Votar Temprano a Empleado)

P.O. Box 159
(Address) (Dirección)

Somerville, Texas 77879
(Somerville, Tejas 77879)

Issued this the 9th Day of February , 2021.
(Publicado este el día 9 de febrero, 2021)

Michael Bradford, Mayor (alcalde)

Delfino Orozco, Alderman (concejal)

Jeff Schoppe, Alderman (concejal)

Debra Coleman, Alderwoman (concejal)

Deonna Moses, Alderwoman (concejal)

Amanda Flencher, Alderwoman (concejal)

New Business Action Items

Ordinance 21-003 Budget Amendment

Agenda Item 10-B

AGENDA MEMORANDUM

MEMO TO:

Honorable Mayor and City Council Members

FROM:

Danny Segundo, City Administrator

DATE:

February 2, 2021

SUBJECT:

Budget Amendment

BACKGROUND/INFORMATION:

At the January 12th City Council meeting last month, City Council approved the purchase of two ticket writers by the Somerville Police Department. The funding for the ticket writers will be taken out of the court technology fund. The City will use the reserve funds in the court technology fund, and currently the fund has approximately \$14, 534.00.00, to use toward the purchase of the ticket writers. The total cost of the ticket writers is \$11,000.00.

The City will move the reserve funds from line item 303-00-3001 to line item 303-00-5118. The transfer of funds will require city council to approve an ordinance approving the budget amendment. Attached for your review is the budget amendment ordinance as exhibit A, and the budget transfer/amendment form as exhibit b.

RECOMMENDED COUNCIL ACTION: Discuss, Consider approve or (disapprove) Ordinance 21-003 amending the City's budget, allowing for a budget transfer in the court technology fund.

ATTACHEMENTS:

- 1) Exhibit A – Budget Amendment Ordinance
- 2) Exhibit B – Budget Transfer/Amendment Form

ORDINANCE NO. 21-003

AN ORDINANCE OF THE CITY OF SOMERVILLE, TEXAS, AMENDING THE COURT TECHNOLOGY FUND BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021 IN THE AMOUNT OF \$11,000.00 TO LINE ITEM 303-00-5118 FROM THE COURT TECHNOLOGY FUND BALANCE FOR PURCHASE OF EQUIPMENT.

WHEREAS, subsequent to the adoption of the annual budget for the City of Somerville for the fiscal year beginning October 1, 2020, and ending September 30, 2021, the City has expenditure changes; and

WHEREAS, the City Administrator has recommended that such budget be amended to reflect such revenues and expenditures in accordance with Exhibit B attached hereto and made a part hereof; and

WHEREAS, the City Council finds and determines that the budget should be amended as recommended by the City Administrator; **NOW THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERVILLE, TEXAS THAT:

Section 1. The recitals contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted.

Section 2. The annual budget of the City of Somerville, Texas for the fiscal year beginning October 1, 2020, and ending September 30, 2021, is hereby amended by increasing the appropriations to the account contained therein as provided in the attached:

- Exhibit B – Budget Amendment Request Form an amendment of the Court Technology Fund in order to increase line item 303-00-5118 for funding the purchase of two ticket writers for the Police Department.

Section 3. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Somerville, Texas declares that it would have passed each and every part of the same notwithstanding the omission of any such part of this declared to be invalid or unconstitutional, or whether there be one or more parts.

PASSED AND APPROVED this 9th day of February, 2021.

Micheal Bradford, Mayor

ATTEST:

Rose Rosser, City Secretary

EXHIBIT B
CITY OF SOMERVILLE
BUDGET TRANSFER / AMENDMENT REQUEST FORM

☐ I request the following budget transfer between line item within the same Fund:

From Account	Description	To Account	Description	Amount

☒ I request the following amendment to the current budget to increase the overall budget by the amount designated below: **Only one item per form.**

From Fund Balance	To Account	Account Description	Amount
General Fund (100)			
Enterprise Fund (200)			
Court Technology Fund (303)	303-00-5118	Equipment	\$11,000
Other _____			

Justification:

The transfer of funds to purchase two ticket writers by the Somerville Police Department.

Requested by: Danny Segundo Date 02/02/21

Finance: Sufficient Funds, ☒ Exist ☐ Do Not Exist: _____ Date 02/02/21

Council: Approved / Not Approved: _____ Date _____

New Business Local Agreement

Burleson County & City of Somerville

Agenda Item 10-C

AGENDA MEMORANDUM

MEMO TO:

Honorable Mayor and City Council Members

FROM:

Danny Segundo, City Administrator

DATE:

February 2, 2021

SUBJECT:

Seizure Agreement

BACKGROUND/INFORMATION:

Interim Police Chief Otto Arnim began the process and discussion of an asset seizure agreement between the City of Somerville and the Burleson County Attorney. Police Chief Jake Sullivan has taken over the process and along with the County Attorney come upon an agreement that both agencies have agreed too. Our City Attorney did review the document and offered her opinion and recommended changes.

The Burleson County Attorney and the Somerville Police Department have agreed to a Local Agreement that will allow for the seizure of property, money, and other items that after a final judgement will be returned and become the property of the City of Somerville.

The agreement is a year to year and can be terminated by either party.

RECOMMENDED COUNCIL ACTION: Discuss, consider, approve or (disapprove), a Local Agreement between Burleson County and the City of Somerville.

ATTACHEMENTS:

1) Exhibit A – Local Agreement

LOCAL AGREEMENT

STATE OF TEXAS

COUNTY OF BURLESON

This LOCAL AGREEMENT ("Agreement") is made and entered into by and between SOMERVILLE POLICE DEPARTMENT (SPD), located in Burleson County, Texas, and the County Attorney of Burleson County, Texas (County Attorney).

The Somerville Police Department and County Attorney desire to enter into an agreement regarding disposition of forfeited contraband seized under Chapter 59 of the Texas Code of Criminal Procedure.

Chapter 59 of the Texas Code of Criminal Procedure provides for the forfeiture to the State of Texas of property found to be "contraband" as defined by Chapter 59 of the Texas Code of Criminal Procedure.

The County Attorney of Burleson County, Texas, represents the State of Texas regarding forfeiture of contraband seized pursuant to Chapter 59 of the Code of Criminal Procedure.

As Article 59.06 of Chapter 59 of the Texas Code of Criminal Procedure mandates that a local agreement be reached between the attorney representing the State and the law enforcement agency to effect the disposition of contraband forfeited to the State, both parties agree as follows:

1. The Burleson County Attorney's Asset Seizure Account, (Account), has been created in compliance with Art. 59.08 of the Texas Code of Criminal Procedure;

2. The County Attorney will represent the State of Texas and the Somerville Police Department in all forfeiture proceeding filed in Burleson County, Texas under the provision of Chapter 59 of the Texas Code of Criminal Procedure;
3. The Somerville Police Department will refer all Burleson County forfeiture proceedings under Chapter 59 of the Texas Code of Criminal Procedure to the County Attorney and abide by her decision to prosecute or to settle the forfeiture claim;
4. The County Attorney will bring all forfeiture proceedings in the name of the State of Texas in accordance with Chapter 59 of the Texas Code of Criminal Procedure;
5. All monies seized for forfeiture will be deposited in the Account at the time of filing a forfeiture proceeding and will remain in the Account, pending final outcome of the forfeiture proceeding;
6. All property, other than money and real property, subject to forfeiture will be stored by the Somerville Police Department.
7. If any Court orders property, that is the subject of a forfeiture proceeding, sold under the provision of Art. 59.02(e) of the Texas Code of Criminal Procedure, all proceeds of the sale will be deposited in the Account, pending final outcome of the forfeiture proceeding;
8. Any deposit or disbursement transactions for the Account will be processed by the County Treasurer and County Auditor under the direction of the County Attorney or her authorized representative;
9. Said Account will be subject to audit as required by Chapter 59 of the Texas Code of Criminal Procedure;

10. Once a forfeiture judgment becomes final, all monies placed in the Account that have been forfeited to the State of Texas will be distributed in the following priority:

- a. Court costs shall be distributed first.
- b. No Answer Filed. In circumstances where no answer is filed for a forfeiture hearing and a default judgment is rendered in favor of the State, Somerville Police Department shall retain 70% of the Accounts, and the County Attorney shall retain 30%, to be used as outlined in Chapter 59 of the Code of Criminal Procedure.
- c. Answer filed. In circumstances where an answer is filed for a forfeiture hearing, the Somerville Police Department shall retain 60% of the Accounts, and the County Attorney shall retain 40%, to be used as outlined in Chapter 59 of the Code of Criminal Procedure.
- d. Trial Commences. In circumstances where a trial on the forfeiture hearing commences, the Somerville Police Department shall retain 50% of the Accounts, and the County Attorney shall retain 50% of the Accounts, to be used as outlined in Chapter 59 of the Code of Criminal Procedure.

11. Once a forfeiture judgment becomes final awarding real property to the State of Texas, The County Attorney will sell that real property in a commercially reasonable manner with the proceeds of that sale deposited into the Account and disbursed in accordance with Paragraph (10) unless the Somerville Police Department and the County Attorney agree to convey title to the real property to a law enforcement agency for use as contemplated by Art. 59.06(b) of the Texas Code of Criminal Procedure;

12. Once a forfeiture judgment becomes final awarding personal property to the State of Texas, the personal property will be transferred to the Somerville Police Department to maintain, repair, use and operate in accordance with Art. 59.06, Texas Code of Criminal Procedure.
13. Once a forfeiture judgment becomes final awarding any conveyance of a motor vehicle to the State of Texas, the Somerville Police Department will have first option of taking possession and title to the motor vehicle to maintain, repair, use and operate in accordance with Art. 59.06(b) of the Texas Code of Criminal Procedure. If the Somerville Police Department declines the first option on a forfeited vehicle, then the County Attorney may take possession and title to said vehicle for the Burleson County Attorney's Office to maintain, repair, use and operate in accordance with Art. 59.06(b) of the Texas Code of Criminal Procedure. If neither party wants possession of said vehicle, the Somerville Police Department will sell the vehicle in a commercially reasonable manner with the proceeds of that sale deposited into the Account and disbursed in accordance with Paragraph (10).
14. The parties agree that special circumstances may dictate that the proceeds of forfeited property be shared with other law enforcement agencies. In those special circumstances, the County Attorney, Somerville Police Department, and the other law enforcement agency(s) may agree to allocate property or proceed in accordance with a written agreement among the County Attorney, Somerville Police Department and the other law enforcement agency(s) to be negotiated on a case-by-case basis.
15. This agreement will be effective upon signing and will continue year to year unless terminated by either party.

16. This agreement may be terminated upon thirty (30) days written notice by either party to the other, however, any then pending forfeitures will continue unaffected by this notice until the proceeding is final.
17. No modification or amendment of this Agreement shall become valid unless in writing and signed by both parties.
18. Any failure of a Party to this Agreement, at any time, to enforce or require the strict keeping of any provision of this Agreement shall not constitute a wavier of such provision, and shall not affect or impair same or the right of that Party at any time to avail itself of same.
19. This Agreement constitutes the entire agreement between the Parties with regard to the matter made the subject of this Agreement. There are no verbal representations, inducements, or other agreements between the Parties.
20. Any notice required or permitted under this Agreement shall be directed to the Parties at the address shown below and shall be deemed received: (1) when delivered in hand and receipt granted; (2) three calendar days after it is deposited in the United States mail; or (3) when received if sent by confirmed facsimile or confirmed email.
21. The signatories hereby represent and warrant that they have full and complete authority to execute this Agreement.

SIGNED this _____ day of _____, 2021.

Burleson County
Attorney 205 E. Fox;
Suite 2004
Caldwell, Texas 77836

Somerville Police Department
214 8th Street
Somerville, Texas 77879

New Business Landrum Consulting Inspection Services

Agenda Item 10-D

AGENDA MEMORANDUM

MEMO TO:

Honorable Mayor and City Council Members

FROM:

Danny Segundo, City Administrator

DATE:

February 2, 2021

SUBJECT:

Landrum Consulting Inspection Services

BACKGROUND/INFORMATION:

The City of Somerville does not provide any building service inspection related to new construction, remodel construction, or any commercial inspection. Currently, the City uses Mr. Spencer Schneider for inspections. While, Mr. Schneider has done a good job representing the City, I feel a change is necessary. We simply have a need to have someone drive the city weekly in order to provide some type of compliance with ongoing residential and commercial improvements. City personnel have found contractors working without the proper permits in the city. There is definitely a need for this type of service.

I recommend that we hire Landrum Consulting for inspection services. Mr. Landrum will drive the city at least once a week and will provide consulting services to our residents and contractors who are working in the City of Somerville. The agreement also covers, residential and commercial building plan review, inspections, occupancy permits, building code, accessibility, energy and fire review services.

RECOMMENDED COUNCIL ACTION: Discuss, consider, approve or (disapprove) authorizing the City Administrator to enter into an agreement with Landrum Consulting for Inspection Services.

ATTACHEMENTS:

1) Exhibit A – Landrum Consulting Agreement

Landrum Consulting



MOBILE 281-798-4650
E-MAIL
glennlandrumconsulting@gmail.com
P.O. Box 761
Rockdale, TX 76567
[www.landrumconsultingus](http://www.landrumconsultingus.com)

**PLAN REVIEWS – INSPECTIONS- OCCUPANCY PERMITS
BUILDING CODE – ACCESSIBILITY – ENERGY – FIRE**

January 4, 2021

Danny Segundo
City of Somerville
P.O. Box 159
Somerville, TX 77879
979-596-1122
Managercos@somervilletx.gov

CONTRACT FEE BUILDING CODE PLAN REVIEW AND INSPECTION STANDARDS COMPLIANCE PROPOSAL

Regarding: City of Somerville

Dear Mr. Segundo,

In accordance with the original agreement, we are pleased to assist in providing the client with all proper forms and reports in Burleson County, Texas. **Landrum Consulting** (hereinafter “Consultant”) shall provide to the **City of Somerville** (hereinafter “Client”) the services described below, under the terms and qualifications described below, for the compensation described below.

SCOPE OF SERVICES:

The Consultant shall perform the following services: The Consultant will conduct pertinent site inspections and review construction documents for construction projects. All plans reviewed shall be examined to determine compliance for Building, Mechanical, Electrical and Plumbing Code requirements in the City, as well as, City ordinances pertaining to residential and commercial construction.

Monday January 4, 2021

The Consultant will prepare:

- A written assessment report, and red-line sketches identifying conditions and elements observed to not be in substantial compliance with the Codes mentioned above, listing discrepancies, missing information, partial information, and non-compliance to the referenced code sections.-
- Provide guidance and assistance with the City of Somerville development and occupancy process.
- Preliminary Final Inspection of the parcels and structures.

City of Somerville Responsibilities

- It is the Responsibility of **City of Somerville** to provide to Landrum Consulting, the following:
- The Name and complete contact information of the owner/landlord for the buildings.
- A copy of any existing open permit applications.
- A copy of the floor plans and site plans for each of the spaces described in the permits.
- Access to the site for the investigation.
- **NOTE:** All Permit, Survey, OSSF, Engineering and Architectural fees shall be the responsibility of the Client.

The completion of the code analysis, weekly multi-discipline inspections and permit resolution process will be as mutually agreed by all parties and will be dependent on submission of 100% plan sets with specifications, including all architectural, electrical design documents and addenda as issued by the design professionals.

COMPENSATION:

The scope of work described above will be performed for the following fee, subject to the terms and qualifications of this proposal:

Residential plan review and (approximately 14 inspections per house)
\$750.00

Permit technician process per house (check and approve application, receive inspection requests, track progress, issue certificate of occupancy) \$440.00

Preliminary remodel/ addition site visit and report \$125.00

Commercial plan review @ \$1.60 per \$1000.00 construction valuation.
Inspections per each @ \$45.00

Payment Terms

Retainer on acceptance of proposal, proportionate balance of final charges on delivery of each Monthly Inspection Report.

** Time devoted to any project, greater than this value, will be billed to the client at a rate of \$125 per hour.

Note: A. Any rejected review will require 50% resubmittal fee.

B. Reinspection fee due to failed inspection \$45.00

Invoicing will be submitted on or about the 1st of each month corresponding to the portion of work completed. All invoices will be due upon receipt.

The Client shall keep the Consultant apprised of all project information.

I have assembled this proposal based on my understanding of your specific needs. I am extremely interested in working with you and look forward to hearing back

Monday January 4, 2021

from you.

If you have further questions, feel free to call us here at Landrum Consulting
281-798-4650.

Glenn Landrum, MCP

Danny Segundo

City of Somerville

New Business Action Items

Abatement Lien

Agenda Item 10-E

AGENDA MEMORANDUM

MEMO TO:

Honorable Mayor and City Council Members

FROM:

Danny Segundo, City Administrator

DATE:

February 2, 2021

SUBJECT:

351 5th Street

BACKGROUND/INFORMATION

In 2017 the City of Somerville City Council approved the demolition of a deteriorating structure at 351 5th Street. In February of 2018 the structure was demolished, the owners of the property at the time were the Moravec family. The cost of the demolition was not repaid to the city and in May of 2018 the City of Somerville placed a lien on the property. A breakdown of the lien is as follows;

Abatement of asbestos, demolition of structures, removal and disposal of debris and contents, and labor to abate the nuisance	\$8,500.00
Asbestos inspection cost	\$450.00
Demolition notice fee	\$57.00
Filing fee (lien only)	\$30.00
Total Cost for Abatement Lien	\$9,037.00

Recently, the property has been purchased by a new owner named Rozann Shelton, the purchase process had taken place between the buyer and the Somerville Independent School District, which the property was struck off to in 2019. However, we do still have the lien on the property and the new owners are asking City Council to consider an offer to buy out of the lien for 50 percent of the abatement cost. The new owners intend to build a new home on the property, which when completed will add to our tax roll. The offer is \$4,518.50.

City Council may request an executive session to deliberate and discuss this item.

RECOMMENDED COUNCIL ACTION: Discuss, consider approve or (disapprove) Authorize the City Administrator to accept the offer by Rozann Shelton of a buyout of an abatement lien for 351 5th Street in Somerville. Texas

ATTACHEMENTS:

- 1) Exhibit A – Affidavit of Statutory Lien

STATE OF TEXAS §
§
COUNTY OF BURLESON §

SV103.12
351 5th STREET
BCAD R22134

AFFIDAVIT OF STATUTORY LIEN

BEFORE ME, the undersigned notary public, on this day personally appeared Kathy Pollock, known to me to be the person whose name is subscribed to the following instrument, and who having been duly sworn upon his/her oath deposed and said as follows:

"My name is Kathy Pollock. I am over 21 years of age, and I have never been convicted of a felony. I am of sound mind, capable of making this Affidavit, and personally acquainted with the facts herein stated which are true and correct.

"I am the Code Enforcement Officer of the City of Somerville, Texas.

"Pursuant to the provisions of the Texas local government Code, Chapter 214, Section 214.001, the City of Somerville asserts a statutory lien in the amount of Nine Thousand Thirty Seven and no/100 Dollars (\$9,037.00) on the following described property:

That certain 0.34 acre tract, more or less, Block 12, Lot 32, out of the Landolt Subdivision No. 7, BCAD R22134, located in Burleson County Texas, and commonly known the Moravec Estate, 351 (formerly 505) 5th Street, Somerville, Texas 77879

hereinafter the "Subject Property", such lien to secure the City's costs in abating the nuisance on the Subject Property pursuant to the City's finding the structures on the lot to be Dangerous Buildings and the condition of the structures and premises to be in a substandard and hazardous condition and constituting a public nuisance.

Ownership:

The names and addresses of the owners of the Subject Property, to the extent they can be determined, are:

Milady Moravec (Deceased)
George Moravec
P.O. Box 580
Somerville, TX 77879

Expenses:

The lien amount of \$8,500.00 represents the City's expenses incurred as of December 14, 2017 for the abatement and February 3, 2018 for the asbestos notification fee. to abate the nuisance on the Subject Property, such expenses more

fully described as follows:

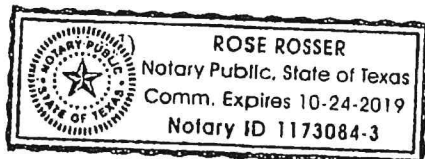
Abatement of asbestos, demolition of structures, removal and disposal of debris and contents, and labor to abate the nuisance	\$8,500.00
Asbestos inspection cost	\$ 450.00
Demolition notice fee	\$ 57.00
Filing fee (lien only)	\$ 30.00
Total Cost for Abatement Lien	\$9,037.00

No portion of the foregoing expenses has been paid by the owners of the Subject Property, and no payment plan has been requested or executed by the Property Owner as of the date of this document, therefore pursuant to Section 214.001(n) et. seq. of the Texas Local Government Code, the City of Somerville, Texas asserts a statutory lien on the Subject Property to secure the payment of the amount claimed. The City also secures the payment of interest accruing at the rate of ten percent (10%) on the amount due from the date of service by the City as provided in the Texas Local Government Code Section 214.001.

FURTHER AFFIANT SAYETH NOT.

Kathy Pollock
Code Enforcement Officer
City of Somerville, Texas

SWORN TO AND SUBSCRIBED BEFORE ME on this the 15th day of May, 2018, to certify which witness my hand and official seal.



Rose Rosser
Notary Public, State of Texas
Name: Rose Rosser
Title: Notary Public

AFTER RECORDING RETURN TO:
Kathy Pollock, Code Enforcement Officer
City of Somerville
P.O. Box 159
Somerville, TX 77879

Anna L. Schiack
Burleson County Clerk

May 30, 2018

STATE OF TEXAS COUNTY OF BURLESON
I hereby certify that this instrument
was filed on the date and time
stamped hereon by me and was duly
recorded in the volume and page of
the named records of:
Burleson County
As stamped hereon by me.

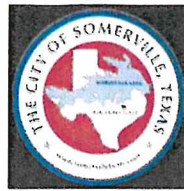
Receipt Number - 121729
By,
Elia Nelson

Filed for Record in:
Burleson County
On: May 30, 2018 at 08:19A
As on Official Public Records
Document Number: 00004174
Amount 30.00
DB:lien.moravec.doc

New Business Action Items

**Reappointment of
Board of Adjustments Members**

Agenda Item 10-F



Memo To: Honorable Mayor and City Council Members

From: Kathy Pollock, Code Enforcement Officer/ Assistant to the City Administrator

Date: February 3, 2021

Subject: Reappointment of Board of Adjustments Members

Background: The Board of Adjustments (BOA) is the quasi-judicial body that reviews dangerous buildings cases after the owners have been contacted by Code Enforcement and the issue has not been resolved voluntarily. The BOA was created under Ordinance 12-001, and their authority is limited to these cases. The board is made up of 7 citizens, each serving a two year term. The terms are staggered. There are five regular members and two alternates. The Somerville BOA meets from one to three times a year, with one meeting being a training session if the Board or the Code Officer requests or recommends training. Training for Board members includes a review of the relevant city ordinances, The Property Maintenance Code, proper meeting conduct, the role of a quasi-judicial board, legal responsibilities and limits of authority in decisions, and updates on progress and resolution of past cases.

The Board has performed very well, sometimes under difficult situations. The members have always performed their duties carefully, thoughtfully and with professional deportment. I respectfully request that the mayor and council consider extending the terms of the members of Seats 1 and 5 for another two-year term, Seats 2 and 4 to continue their current terms for one year and appointing Jennifer Lauderdale for a 2-year term at Seat No. 3.

Since this item was brought to council in June of 2019 and tabled, two Board members have resigned for personal reasons leaving us short two alternate seats with one new regular member at Seat 3.

Proposed Board members are as follows:

Seat No.	Name	Term Expiration Year
1	Linda Pinkerton	2023
2	Todd Gray	2022
3	Jennifer Lauderdale	2023
4	Basel Lister	2022
5	Dennis Griffin	2023

Funding Needed: None

Funding source: NA

Funds available: NA

Expenditure requested: None

Action Requested: Discuss, consider, approve (disapprove) extending the term for BOA members Linda Pinkerton (Seat 1), and Dennis Griffin (Seat 5) for an additional two-year term, Todd Gray and Basel Lister for the remaining year of their current term, and appointing Jennifer Lauderdale to fill Seat No. 3 for a two-year term, with the Alternates No. 1 & 2 to be filled later.

Examples of conditions and violations at a few of the Dangerous Buildings in Somerville that have been removed through the actions of the Board of Adjustments and Appeals and the Dangerous Building Abatement Program

e) The building or structure is so dilapidated, substandard, decayed, unsafe unsanitary or otherwise lacking in the amenities required for decent living or use that the same is unfit of habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health morals safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health safety and welfare



f) Light, air and sanitation facilities are inadequate to protect the health, morals, safety, or general welfare of persons who assemble work or live therein.

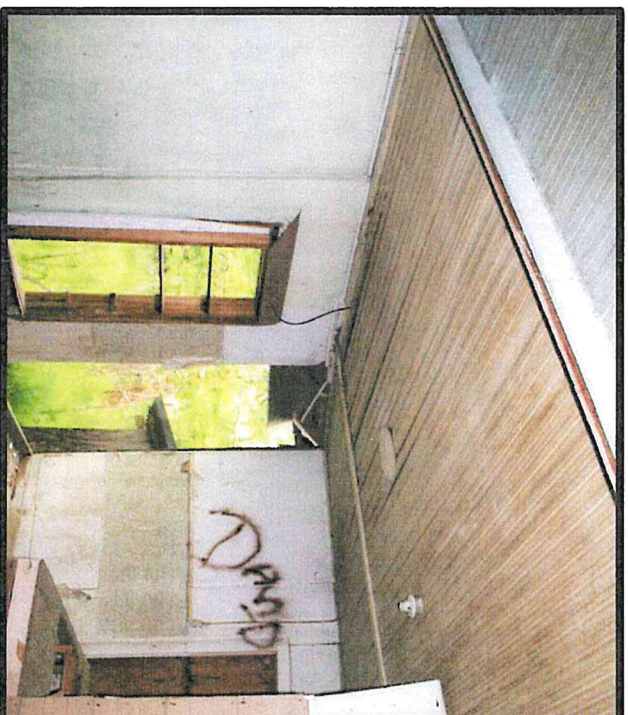


122 North Santa Fe Road, Case SV112



This building has been determined to be a dangerous building in accordance with Somerville Ordinance 16-003, Article II, Section 2.01(d), which defines a dangerous building as a building in such a state or condition of repair or disrepair that any or all of the following conditions exist:

e) The building or structure is so dilapidated, substandard, decayed, unsafe unsanitary or otherwise lacking in the amenities required for decent living or use that the same is unfit of habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health morals safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health safety and welfare



(h) Parts or appendages of the structure are so attached that they are likely to fall and injure persons or property



f) Light, air and sanitation facilities are inadequate to protect the health, morals, safety, or general welfare of persons who assemble work or live therein.



Light fixtures are missing, appliances are missing from the kitchen, including the sink; all screens are holed, otherwise damaged, or missing. Damaged parts of an air conditioner are lying on the floor in one room. Plumbing is broken in both the kitchen and bathroom.

d) Damage by fire, wind, or other cause, *(including deterioration, neglect, abandonment or vandalism)* has rendered the building or structure dangerous to life, safety, morals or the general health and welfare of the occupants or of the people of the City.

Article II, Section 2.01 (d)(2) The building is dilapidated, substandard or unfit for human habitation and is a hazard to the public health safety and welfare.

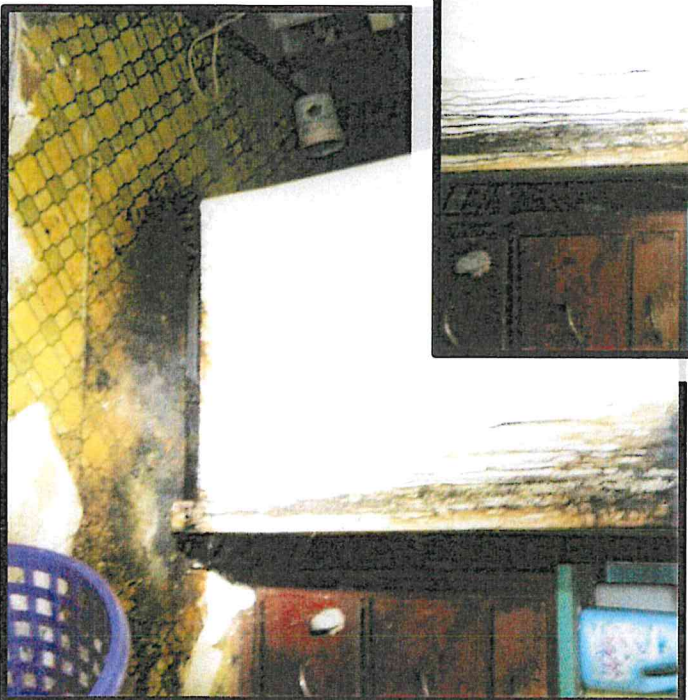


404 (514) 9th Street, Case SV123.12



This building has been determined to be a dangerous building in accordance with Somerville Ordinance 12-007, Article II, Section 2.01(d), which defines a dangerous building as a building in such a state or condition of repair or disrepair that any or all of the following conditions exist:

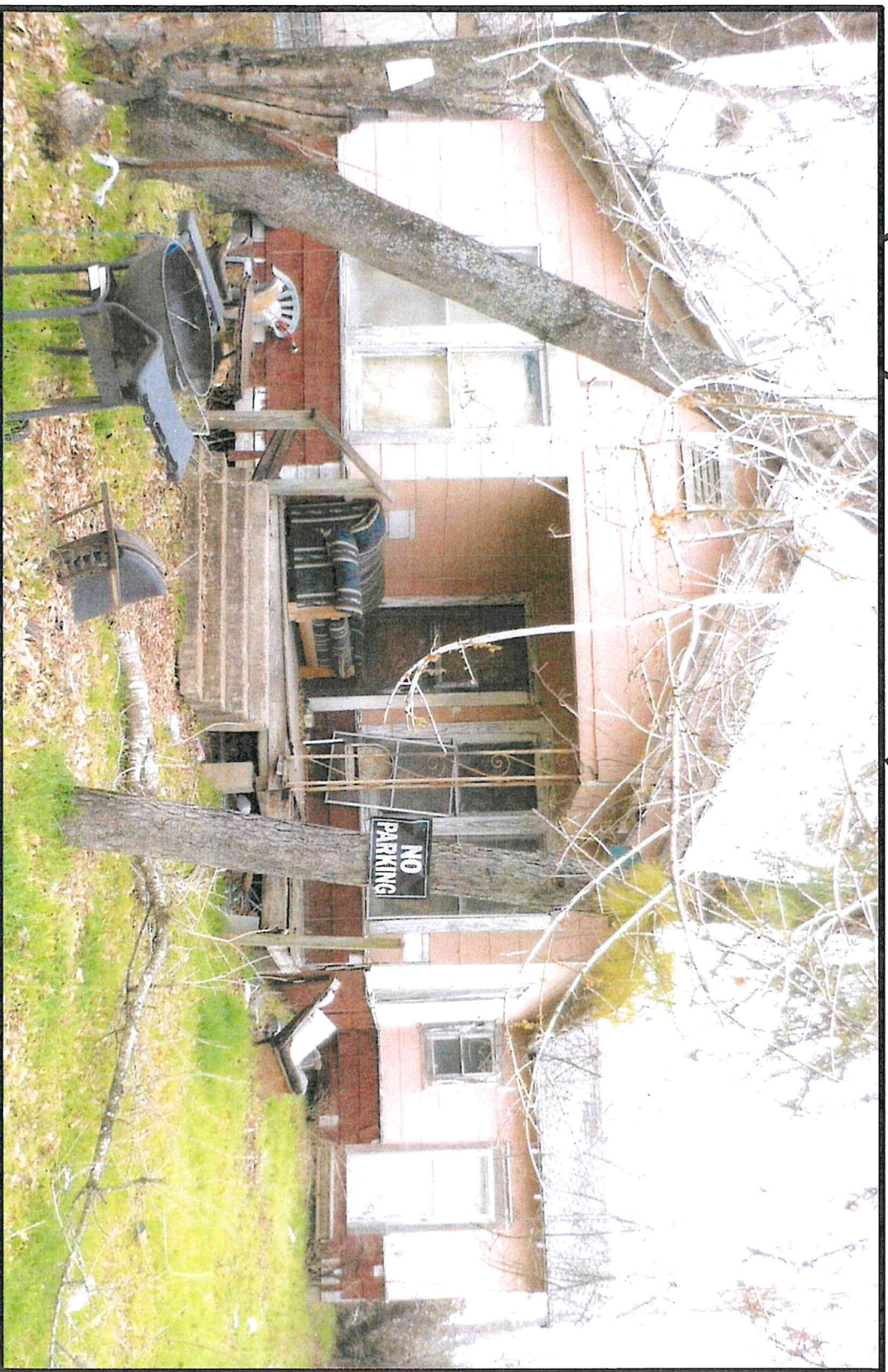
d) Damage by fire, wind, or other cause, (*including deterioration, neglect, abandonment or vandalism*) has rendered the building or structure dangerous to life, safety, morals or the general health and welfare of the occupants or of the people of the City.



e) The building or structure is so dilapidated, substandard, decayed, unsafe unsanitary or otherwise lacking in the amenities required for decent living or use that the same is unfit of habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health morals safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health safety and welfare

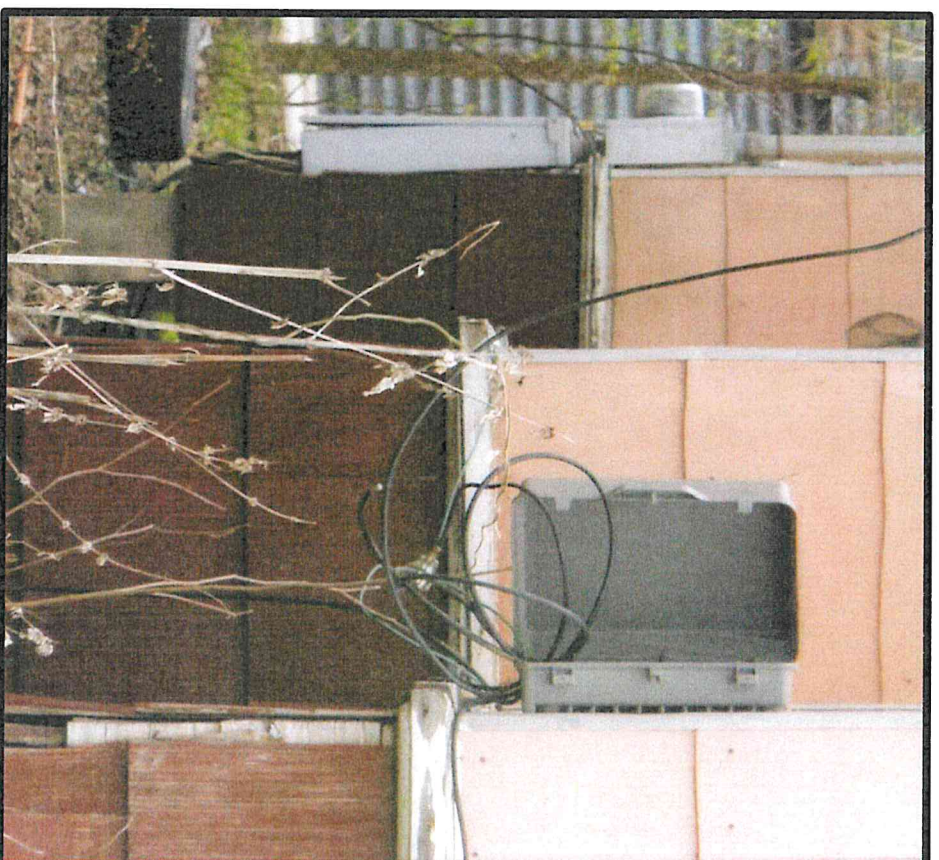
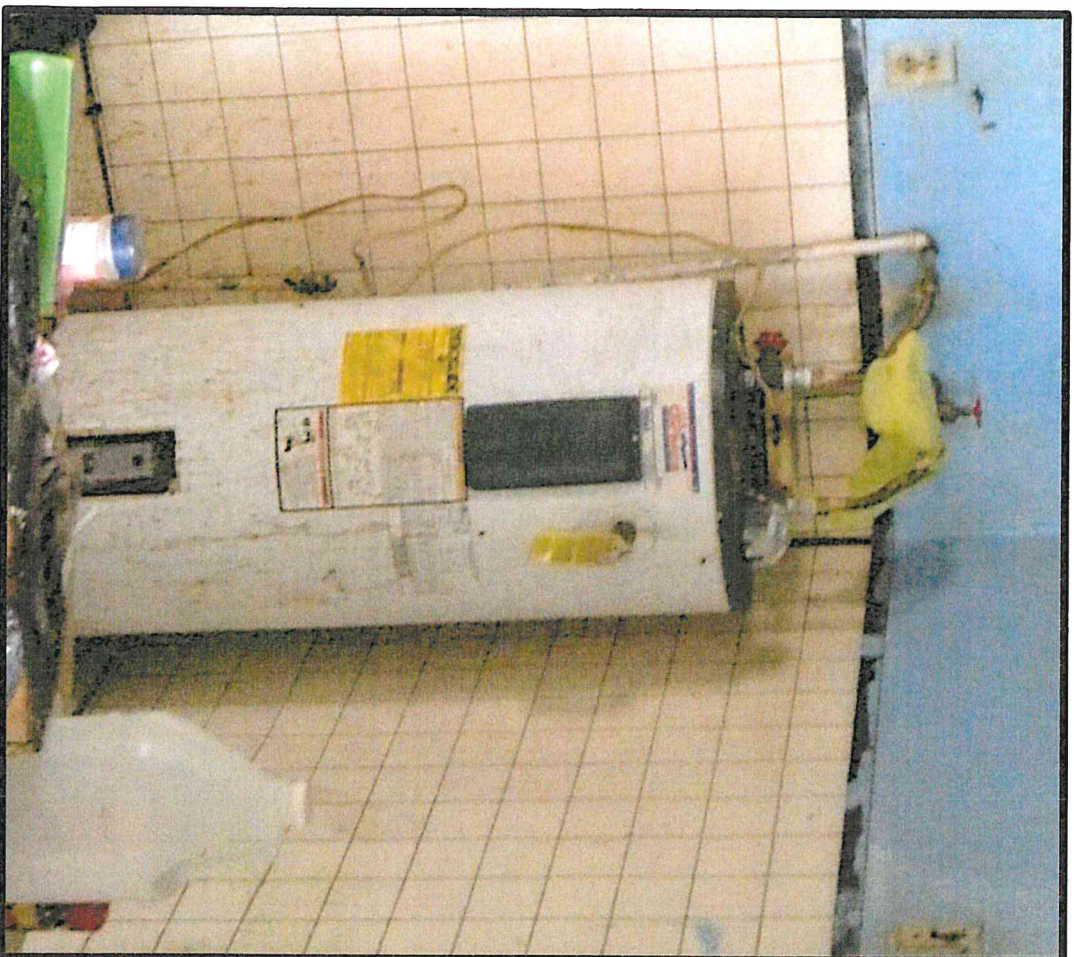


403 (460) Avenue C , Case SV172.12

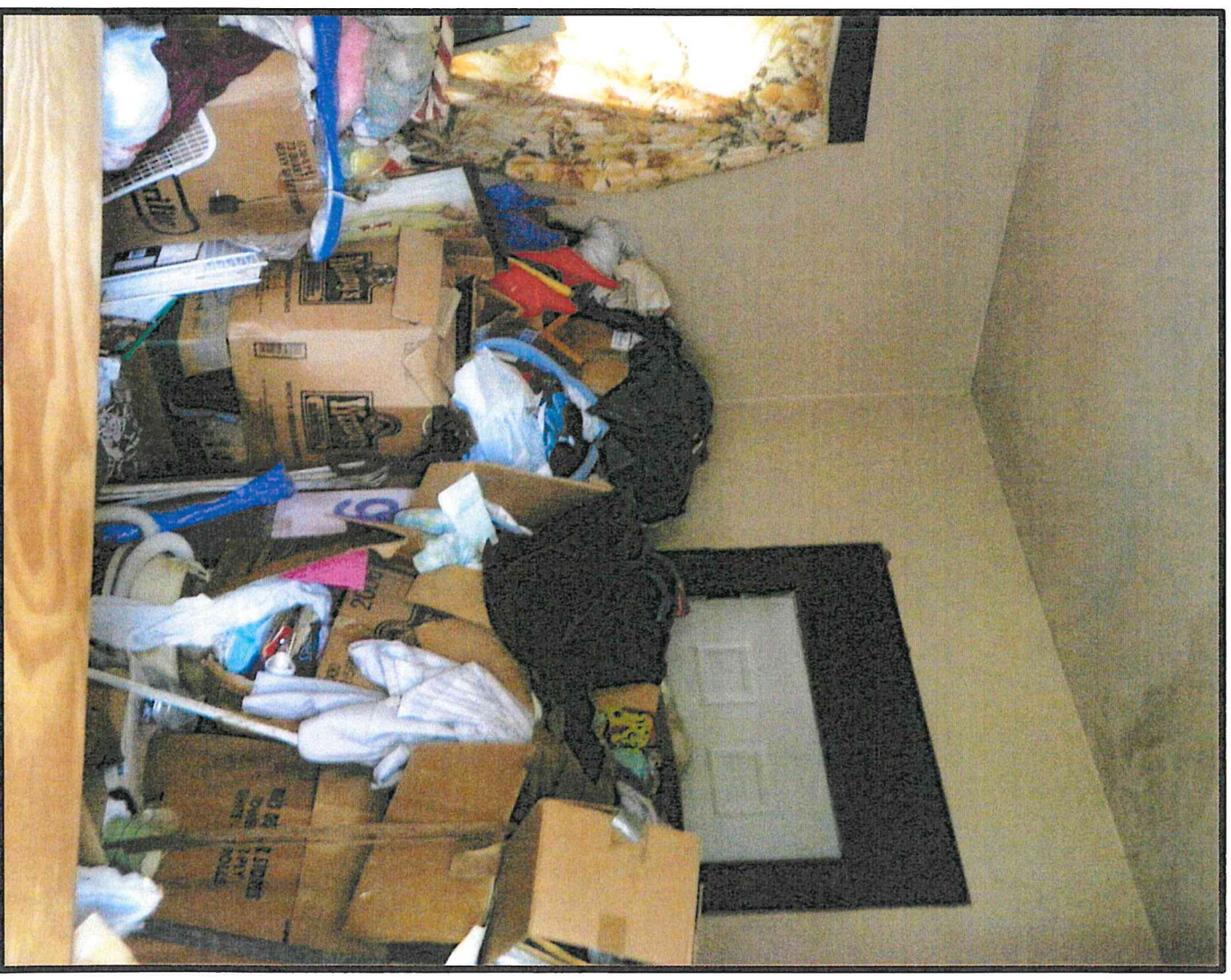


This building has been determined to be a dangerous building in accordance with Somerville Ordinance 12-007, Article II, Section 2.01(d), which defines a dangerous building as a building in such a state or condition of repair or disrepair that any or all of the following conditions exist:

Article II, Section 2.01 (d)(2) *The building is Dilapidated, substandard or unfit for human habitation and a hazard to the public health safety and welfare.*

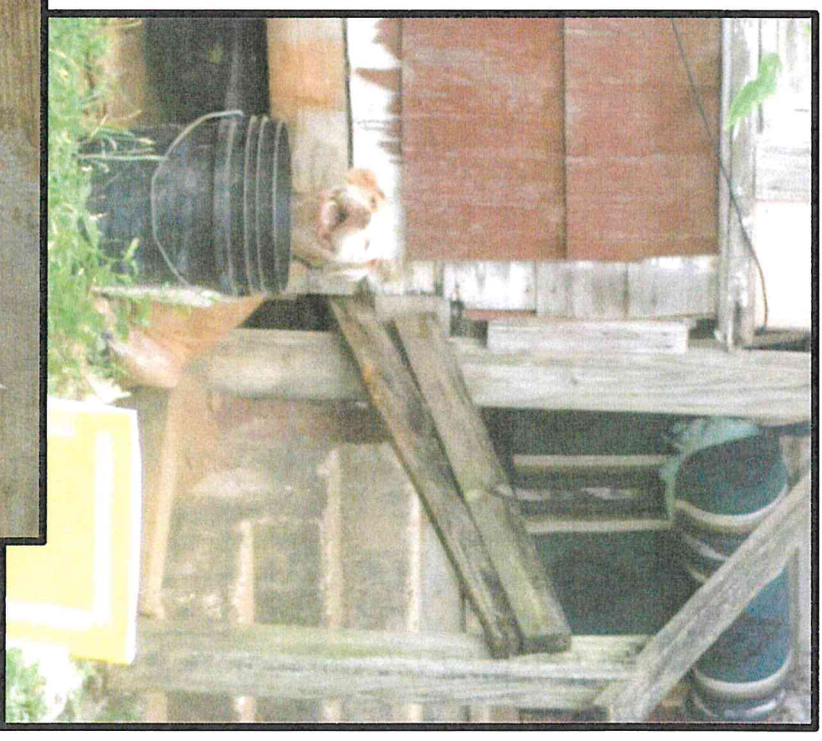
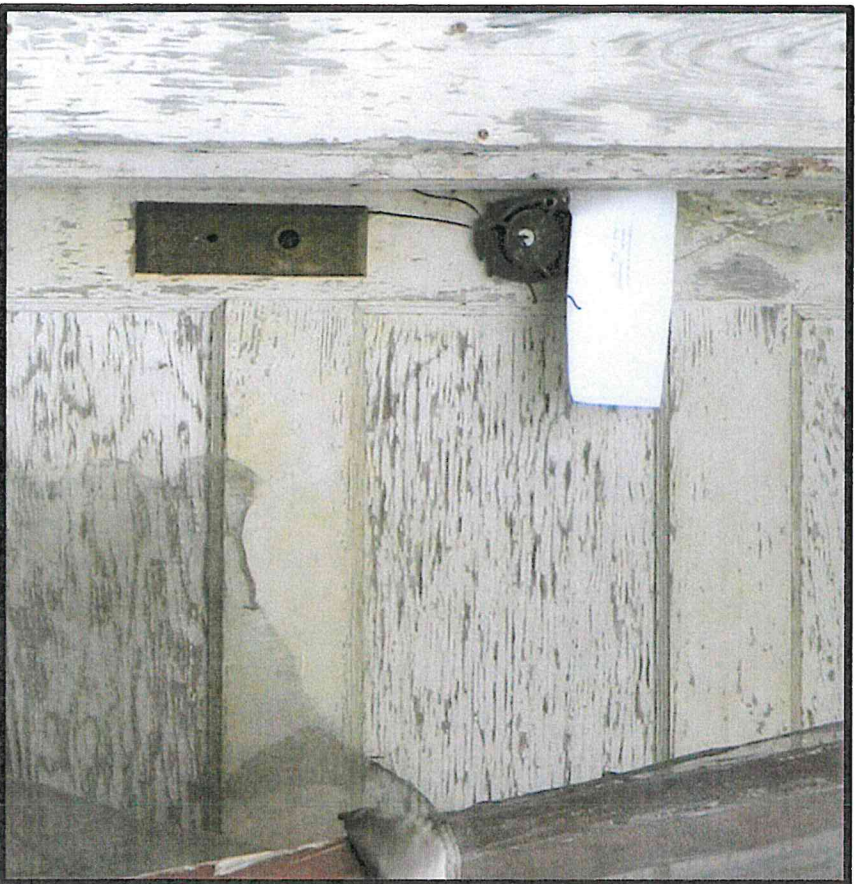


The premises are in violation of the City Fire Code, which requires that combustible waste or materials not be allowed to accumulate in buildings or on premises. (International Fire Code, 2003, Sec. 304). The shed is also a fire hazard. (Sec. 311.2, securing structure, Sec. 311.3 removal of flammable or combustible contents)

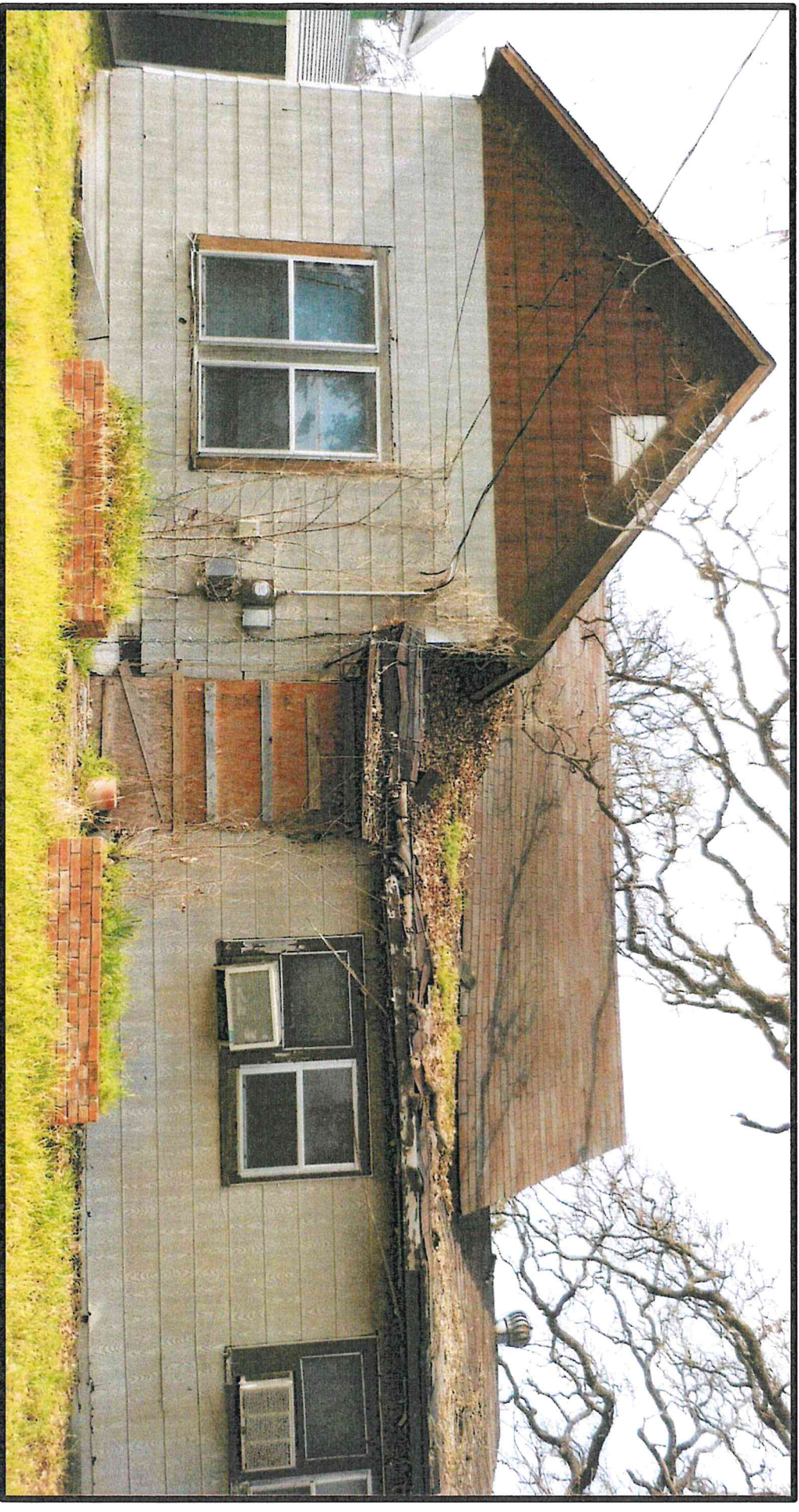


Article II, Section 2.01 (d)(4) Boarded up, fenced or otherwise secured in any manner if:

(b) The means used to secure the building are inadequate to prevent unauthorized entry to the point that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children.



364 7th Street – SV119.12



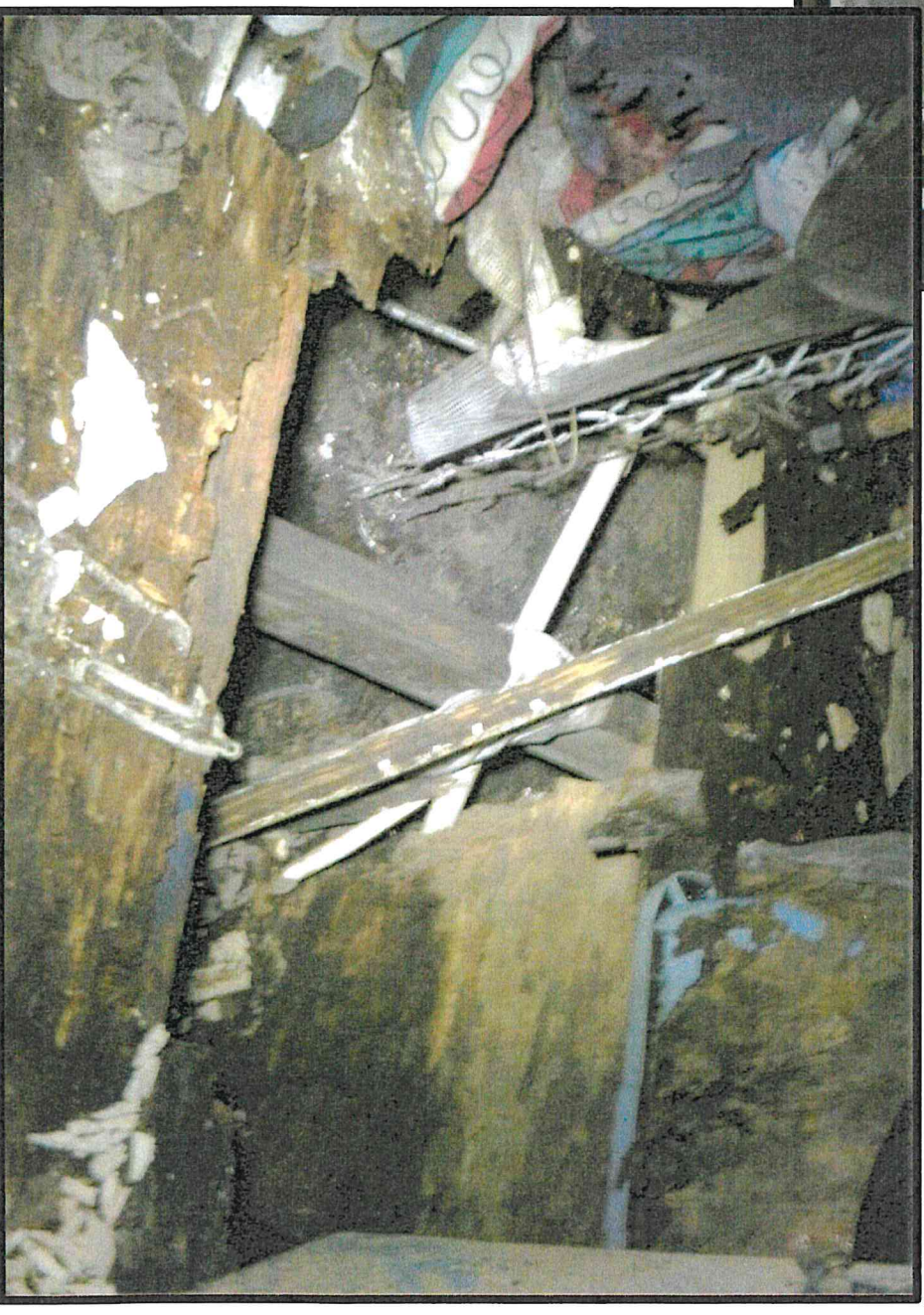
This building has been determined to be a dangerous building in accordance with Somerville Ordinance 12-007, Article II, Section 2.01(d), which defines a dangerous building as a building in such a state or condition of repair or disrepair that any or all of the following conditions exist:

(c) Loads on floors or roofs are improperly distributed or the floors or roofs are of insufficient strength to be reasonably safe for the purposes used.

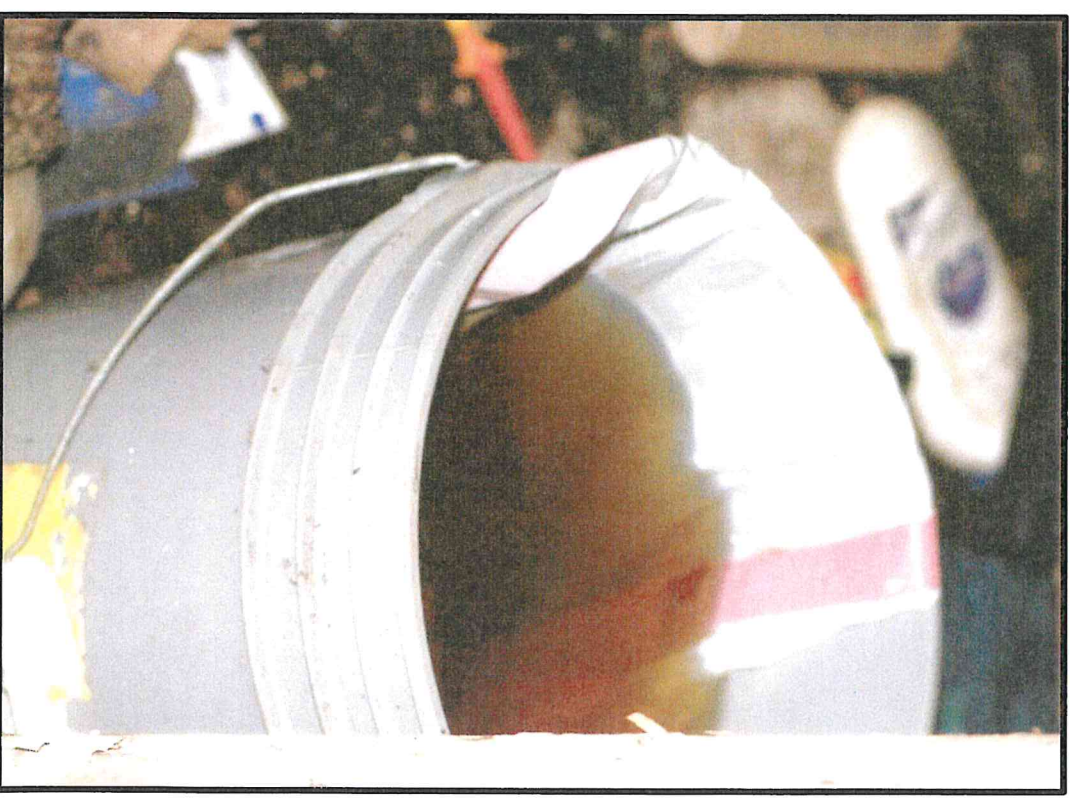




d) Damage by fire, wind, or other cause, (including deterioration, neglect, abandonment or vandalism) has rendered the building or structure dangerous to life, safety, morals or the general health and welfare of the occupants or of the people of the City.



e) The building or structure is so dilapidated, substandard, decayed, unsafe unsanitary or otherwise lacking in the amenities required for decent living or use that the same is unfit of habitation or occupancy, or is likely to cause sickness, disease or injury or otherwise to constitute a detriment to the health morals safety or general welfare of those persons assembled, working or living therein or is a hazard to the public health safety and welfare



f) Light, air and sanitation facilities are inadequate to protect the health, morals, safety, or general welfare of persons who assemble work or live therein.

The premises are in violation of the City Fire Code, which requires that combustible waste or materials not be allowed to accumulate in buildings or on premises. (International Fire Code, 2003, Sec. 304). The shed is also a fire hazard. (Sec. 311.2, securing structure, Sec. 311.3 removal of flammable or combustible contents)



New Business Action Items

**Ordinance No. 21-004
Fee Schedule
Construction & Planning**

Agenda Item 10-G

AGENDA MEMORANDUM

MEMO TO:

Honorable Mayor and City Council Members

FROM:

Danny Segundo, City Administrator

DATE:

February 4, 2021

SUBJECT:

Fee Schedule Amendment

BACKGROUND/INFORMATION:

After review of our fee schedule for construction and planning, and comparing our fee schedule to Caldwell, Brenham, and other area cities I would like City Council to consider amending the fee schedule as outlined in Exhibit A.

I have added fees for areas that were reserved under the Subdivision/Platting Fees section. I also have included fees for zoning variance request application, and zoning appeal application. There are new additions in the following categories Electrical, Residential, and Plumbing, and collection fees for our city dump.

Also new, are permits for signage, such as wall signs, pole signs, and electrical signs. Also, new is a special event permit and mobile food establishment permit. The special event permit is necessary for special events such as demonstrations, gatherings, protest, events that may require the use of city services. The mobile food establishment permit requires vendors to present the proper documentation to verify Texas State Sales and Use Tax Permit, Mobile Food Vendor License, Certified Food Manager Certification, Copy of Liability Insurance, and written permission from property owner.

RECOMMENDED COUNCIL ACTION: Discuss, consider, approve or (disapprove) amending the fee schedule for construction and planning.

ATTACHEMENTS:

- 1) Exhibit A – Schedule of Fees
- 2) Exhibit B – Special Event Application
- 3) Exhibit C – Ordinance No. 21-004
- 4) Exhibit D – Mobile Food Establishment Permit Application
- 5) Exhibit E – Current Fee Schedule

EXHIBIT A

Appendix A

CITY OF SOMERVILLE FEE SCHEDULE FOR CONSTRUCTION AND PLANNING



Permits are required for new construction (including placement of manufactured homes and the construction of certain accessory buildings), alterations or additions to existing buildings or structures, demolitions, and relocation of buildings. Permits are not required for ordinary repairs or minor work as defined in the adopted codes. City of Somerville Building Codes are as follows, and shall be the 2018 editions, unless otherwise noted:

International Building Code	International Fuel Gas Code	International Mechanical Code
International Residential Code	International Energy Cons. Code	International Fire Code
International Property Maint. Code	International Plumbing Code	NFPA 101 Life Safety Code
International Existing Building Code	National Electrical Code, 2017 Edition	

The adopting ordinance with any amendments to the codes, and one copy of each adopted codes is on file at City Hall.

- All building permit fees consist of a basic fee, for each anticipated inspection, and a calculated amount based on factors related to the size or complexity of the proposed project. Planning and Zoning fees are listed and do not include basic or inspection fees unless noted otherwise in the schedule. All subdivisions must be platted and approved prior to the start of any development.
- Where work for which a permit is required is started prior to the issuance of said permit, the fees may be doubled, and all work shall cease until the required permit is issued.
- Any person, firm or corporation engaging in the business of electrical, mechanical, or plumbing services shall have the appropriate, unexpired Texas License for specialty work offered, and shall meet the state and city insurance requirements for specialty contractors. All contractors are required to provide proof of insurance to the City of Somerville in the amount of at least \$300,000.00

Residential Building Permit Fees

Includes single-family residential, such as, patio homes, duplexes, and townhomes.

Type	Criteria	Permit Fee	Base Fee + Insp. Fee	Notes
New Construction	<u>< 1,500 SF</u>	\$.50/SF	\$225.00	1,2
New Construction over 1,500	<u>+ 1,500 SF</u>	\$.55/SF	\$225.00	1,2
Additions & Remodels	0-500 SF	\$75.00	\$150.00	1,2
	501-1000 SF	\$100.00	\$150.00	1,2
	1001 + SF	\$125.00	\$150.00	1,2
Accessory Buildings – Carports, Garages, Shops, Sheds (without electricity)	Greater than 120 SF	\$0.25/SF	\$50.00	1,2
Fence	over 4 feet, or retaining walls over 4 feet	\$50.00		

EXHIBIT A

Manufactured Home Permit		\$275.00		Includes inspection fees
In ground Swimming Pool		\$80.00	\$50.00	Elec. And Plumb. Permits req.
Concrete, Asphalt, or Masonry driveway or sidewalks		\$50.00	\$50.00	If not part of new construction, or remodel
Window Replacement	Per Window	\$10.00		
Residential Demolition Fee		\$25.00		
Roof Permit	No more than two layers of roofing allowed under a re-roof permit	\$80.00		If structure already has two roofs, the existing roof must be removed
House Leveling		\$25.00		No other work
Moving Fee	Home/Structure	\$100.00		
Re-inspection		\$50.00		
Foundation Repair		\$25.00		
Siding or Cladding replacement		\$25.00		
Curb Cut for drainage		\$25.00		
Grading Permit		\$25.00		Adding fill to property
Certificate of Occupancy		\$50.00		

Commercial Building Permit Fees

Building, Electrical, Plumbing, Mechanical, & demolition, new construction, remodel, addition, moving, etc.

Type	Criteria	Permit Fee	Base Fee + Insp. Fee	Notes
New Construction	Up to 3,000 SF	\$0.35 SF	\$275.00	1,2
	3,001 to 5,000 SF	\$0.30 SF	\$275.00	1,2
	5,001 to SF plus	\$0.25 SF	\$275.00	1,2
Remodel or Addition		\$0.30	\$175.00	1,2 Asbestos inspection required
Concrete, Asphalt, or Masonry driveway or sidewalks		\$50.00		If not part of new construction, remodel
Commercial Demolition		\$100.00		Requires asbestos inspection
In ground Swimming Pool		\$125.00		Elec. And Plumb. Permits req.

EXHIBIT A

Moving Fee	Structure/Building	\$100.00		
Fence	over 4 feet, or retaining walls over 4 feet	\$50.00		
Certificate of Occupancy		\$50.00		Building Official Inspection

Electrical Permit Fees

Type	Fee	Notes
Basic permit fee	\$25.00	
Re-inspection fee	\$50.00	
Meter Loop & Service/Reconnect	\$25.00	
Reconnect Only	\$25.00	
Panel Only	\$20.00	
Rewire House	\$75.00	(includes panel)
Electrical underground	\$10.00	
Outlets	\$1.00	
Fixtures	\$1.00 each	
Motors:	\$5.00	Less than 50 HP
	\$10.00	60 HP or greater
Temporary Pole	\$30.00	
Electrical Dryer	\$5.00	
Range outlet	\$5.00	
Vent Hood	\$10.00	
Garbage Disposal	\$5.00	
Dishwasher	\$5.00	
Window A/C receptacle	\$5.00	
Electric water heater	\$5.00	

* All contractors shall show proof of a current Texas Master Electrician's and Contractor's License

Plumbing Permit Fees

Type	Fee	Notes
Basic permit fee	\$25.00	Plus, per fixture fee as below
Re-inspection fee	\$50.00	
Re-pipe House	\$75.00	
Fixture, trap, or set of fixtures on one trap	\$2.50	Each fixture
Backflow Preventer	\$10.00	Each unit
Gas Test	\$10.00	
Rainwater systems	\$5.00	Per drain
Private Sewage Disposal Systems	\$100.00	When approved for a specific site.
Water heater, vent piping, or boiler	\$45.00	Repair or replacement not associated with other work
Water treatment equipment	\$10.00	

EXHIBIT A

Installation, alteration, or repair of water piping	\$10.00	
Repair or alteration of drainage or vent piping	\$10.00	Each fixture
Replacement or repair of Sewer line	\$10.00	
Lawn sprinkler system	\$25.00	
Gas meter relocation	\$10.00	
Sewer disconnect	\$10.00	(demolition of home)

* All contractors shall show proof of a current Master Plumber's License issued by the State of Texas

Fuel Gas Permit Fee

Type	Fee	Notes
Basic Permit Fee	\$25.00	Plus, outlets as below
Outlet	\$2.50	Per outlet
Gas test only	\$45.00	For reconnection after repair
Gas meter relocation	\$10.00	

* All contractors shall show proof of a current Master Plumber's License issued by the State of Texas

Mechanical Permit Fees

Type	Fee	Notes
Basic Permit fee	\$25.00	
Reinspection fee	\$50.00	
Residential combination unit	\$25.00	
Range hood vent	\$3.00	
Clothes dryer vent	\$3.00	
Exhaust fan vent	\$5.00	
HVAC unit	\$5.00	
Boiler inspection fee	\$25.00	

* All contractors shall show proof of a current Master Plumber's License issued by the State of Texas

Subdivision Platting Fees

Type	Application/ Filling Fee	Notes
Development Plan	\$75.00/\$75.00	Filling fees will not be accepted until the submittals are deemed administratively complete
Preliminary Plat	\$100.00/\$100.00	"
Construction Plan Review	\$50.00/\$150.00	"
Improvement Construction Permit	\$50.00/\$50.00	Due at preconstruction meeting
Final Plat	\$150.00/\$100.00	Filling fees will not be accepted until the submittals are deemed administratively complete
Development Plat	\$50.00/\$50.00	"
Amending Plat, Minor Plat, Plat Vacation	\$75.00/\$75.00	"

EXHIBIT A

Recordation Fee	County Clerk fee + \$10.00	Current County Clerk Fee is \$81.00
Request for Variance from Subdivision Ordinance	\$200.00	Non-Refundable
Certification Issuance Fee	\$10.00	Required for issuance of any certification of necessity for platting, or its reserve, approval through non-action, or other required certificate.

Zoning Fees

Type	Fee	Notes
Specific Use Permit	\$200.00	Application must be submitted
Zone Change	\$300.00	"
Zoning Variance	\$300.00	"
Plan Development Zoning	\$400.00	"

Sign Permit Fees

Type	Fee	Notes
Attached (Wall) Signs	\$1.25 per square foot of sign area	Electrical Permits may be required
Detached (freestanding sign)	\$1.25 per square foot of sign area	" "

City Collection Facility Fees

Type	Fee	Notes
Trailer (non-tree debris)	\$20.00	Per (2) loads
Trailer (brush, tree)	No fee	

MISC. FEES

Type	Fee	Notes
Special Event Permit	\$50	Permit must be submitted 90 days in advance.
Mobile Food Vendor Permit	\$50	Documentation Needed

1. Square footage calculation (subject to verification by inspector. If the actual area exceeds the reported area by more than 20%, additional fees may be assessed and shall be paid prior to issuance of certificate of occupancy.)

a. The square footage on a new structure shall be the covered area, per floor (covered porches included, uncovered patios are not).

b. The square footage for additions shall be the new area plus the total area of the room(s) impacted by the addition.

c. The square footage for remodels with no additional; area shall be the covered area of each room impacted by or included in the remodel.

EXHIBIT A

2. Separate permits are required for mechanical, electrical, and plumbing if these trades are involved in a construction project, UNO.
3. Asbestos inspection reports shall be submitted to the City with ALL permit applications for commercial remodels, additions, repairs, or demolitions in accordance with state and federal regulations.
4. New residential and commercial buildings shall comply with the requirements of THSC, Title 5, Subchapter C, Section 388, "Texas Building Energy Performance Standards" related to energy efficiency ratings, features and reporting as amended from time to time.

EXHIBIT B

CITY OF SOMERVILLE SPECIAL EVENT APPLICATION

Special event application must be received by the Permit Department no later than 90 days prior to the actual date of your event and may be submitted no earlier than one year before the event. In general, any organized activity involving the use of roads, pathways, highways or parks in the Somerville city limits will require a special event application. It is our goal to assist event organizers in planning safe and successful events that create a minimal impact on the communities surrounding the events.

Keep in mind that submitting your form should in no way be construed as final approval or confirmation of your request. Throughout the review process you may be notified if your event requires any additional information, traffic control plans, permits, licenses or certificates. Delays in providing these items often delay our ability to finish the review process and approval for the special event.

Special rules, regulations and restrictions unique to each site or facility may apply. Most park areas cannot be reserved for the exclusive use of one group, and access to the area by the general public must be available at all times. The City of Somerville may not approve a special event when other events are presently scheduled.

***Application fee for special events is \$50.00 and is non-refundable. Deposit must also be submitted with application. Requirements for deposit are outlined on page 5. Please enclose fee and applicable deposit amount with application or application will not be accepted.**

Additional fees may apply and will be determined once permit has been processed and approved.

ATTN: Permit
Department City of
Somerville 150
8th Street
Somerville, TX 77040
979.596.1122 office

Applicant Initials _____ **Date** _____

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

Applicant Information

Date of Application _____

Applicant Name _____

Address _____ City/State/Zip _____

Phone _____ Email Address _____

Name of Organization _____

Address of Organization (if different from above) _____

City/State/Zip _____ Email Address _____

Phone Number _____

On-Site Coordinator (event contact person present at event)

Name _____

Address _____ City/State/Zip _____

Phone _____ Email Address _____

***Must provide contact information for the property owner of event location.**

***Must attach a signed agreement between property owner and organization/individual holding event.**

Property Owner Name _____

Property Owner Address _____ City/State/Zip _____

Property Owner Phone _____

Signed Agreement attached? ☐

Applicant Initial _____ **Date** _____

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

Event Information

Event Name _____

Event Category ☐ Sports/Recreation ☐ Fair/Festival ☐ Race/Walk ☐ Parade/March

☐ Other (explain) _____

Date(s) of Event _____

Event Start Time _____ AM or PM Event End Time _____ AM or PM

Assembly Date/Time _____ Assembly Location _____

***Falsifying anticipated attendance could result in deposit not being returned at event completion.**

Anticipated Attendance: *Participants* _____ *Spectators* _____

Explanation of plan used to limit attendance to anticipated number _____

Event Location/Route explanation (attach map of route)

***Route map must include proposed entrances and exits for event**

Loudspeaker use? Yes ☐ No ☐

If yes, include depiction on route map of location and orientation of speakers.

Outdoor lighting use? Yes ☐ No ☐

If yes, include depiction on route map of location and orientation of outdoor lighting.

Additionally, identify location and number of existing public facilities and the quantity and location of proposed portable facilities both below and on the map of route:

Public Restrooms: Women's _____ Public Restrooms: Men's _____

Portable Lavatories: _____ No. of which are accessible _____

Explanation of event signage to be used, if any (list dates and times of use, sign measurements, provide photos)

Applicant Initials _____ **Date** _____

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

***If food and/or beverages will be served, the proper permits should be obtained from the Burleson County or State Health Department and proof of such submitted with this application.**

Food/beverage service provided for event? Yes ☐ No ☐

If yes, are appropriate Burleson County Health Department permits attached? ☐

***If alcohol will be served, applicable Texas Alcoholic Beverage Commission License(s)/permit(s) should be submitted with this application.**

Alcohol served at event? Yes ☐ No ☐

If yes, are appropriate Texas Alcoholic Beverage Commission license(s)/permit(s) attached? ☐

Applicant Initials_____ **Date**_____

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

Required Documentation

I have enclosed the following items as part of my application:

____ 1. Certificate of insurance naming the City of Somerville as an additionally insured. The insurance shall provide protection of not less than \$300,000 against liability for damages to property and protection of not less than \$300,000 for protection of injury to the death of one or more persons in a single accident or occurrence.

____ 2. If the applicant is acting on behalf of a corporation, association, firm, or other organization sponsoring the requested event, the application must be accompanied by a copy of an appropriate resolution or approval of the governing body of such corporation, firm, or other organization indicating its sponsorship of the event and authorizing the applicant to act in its behalf in securing a permit.

____ 3. If the applicant is not the property owner of the location being used for requested event, applicant must attach an executed agreement between applicant and property owner giving applicant permission to use said property for requested event.

____ 4. Conditionally refundable deposit.
Up to and including 200 participants - \$200.00
201 - 500 participants - \$300.00
500+ participants - \$500.00

If applicant falsifies anticipated attendance, to the extent that the City of Somerville believes falsification was intentional, applicant understands deposit may not be returned at event completion.

As applicant, I state that I am fully authorized to act and contract for any persons, corporations, firms, or other organizations on whose behalf this application is made. As applicant, I do contract and agree that the entity on whose behalf this application is made will jointly and severally indemnify and hold the City of Somerville, Texas, harmless against liability for any and all claims for damage to property or injury to or death of persons arising out of or resulting from the issuance of the permit or the conduct of the participants. As applicant, I understand that I may be liable as principal in place of the entity for the cost of cleaning or repairing City property which may have sustained damage as a result of this event.

If the permit is granted, I agree to adhere to all City ordinances regarding the event I have requested.

I have read and agreed to the above conditions.

Printed Name of Applicant

Signature of Applicant

Date

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

FOR OFFICE USE ONLY

Police Department

Requirement	Cost	Requirement	Cost
-------------	------	-------------	------

[illegible]

Department Approval/Denial_____Total Departmental Cost:_____

Chief of Police (Signature)

Date: _____

Fire Department

Requirement	Cost	Requirement	Cost
1. The system shall allow users to register and login.	1000	1. The system shall allow users to register and login.	1000
2. The system shall allow users to add items to their cart.	1500	2. The system shall allow users to add items to their cart.	1500
3. The system shall allow users to checkout and place orders.	2000	3. The system shall allow users to checkout and place orders.	2000
4. The system shall allow users to view their order history.	1200	4. The system shall allow users to view their order history.	1200
5. The system shall allow users to cancel orders.	800	5. The system shall allow users to cancel orders.	800
6. The system shall allow users to rate and review products.	1800	6. The system shall allow users to rate and review products.	1800
7. The system shall allow users to search for products.	1400	7. The system shall allow users to search for products.	1400
8. The system shall allow users to filter search results.	1600	8. The system shall allow users to filter search results.	1600
9. The system shall allow users to view product details.	1100	9. The system shall allow users to view product details.	1100
10. The system shall allow users to view the company's contact information.	900	10. The system shall allow users to view the company's contact information.	900

Requirement	Cost	Requirement	Cost
-------------	------	-------------	------

Department Approval/Denial_____Total Departmental Cost:_____

Fire Chief (Signature) _____ Date: _____

Fire Marshal (Signature)

Date: _____

Public Works

Requirement	Cost	Requirement	Cost
-------------	------	-------------	------

Requirement	Cost	Requirement	Cost
1. The company must have a minimum of 10 years of experience in the industry.	\$100,000	5. The company must have a minimum of 10 years of experience in the industry.	\$100,000
2. The company must have a minimum of 10 years of experience in the industry.	\$100,000	6. The company must have a minimum of 10 years of experience in the industry.	\$100,000
3. The company must have a minimum of 10 years of experience in the industry.	\$100,000	7. The company must have a minimum of 10 years of experience in the industry.	\$100,000
4. The company must have a minimum of 10 years of experience in the industry.	\$100,000	8. The company must have a minimum of 10 years of experience in the industry.	\$100,000

Department Approval/Denial_____Total Departmental Cost:_____

Director of Public Works (Signature)

Date: _____

**CITY OF SOMERVILLE
SPECIAL EVENT APPLICATION**

FINAL DETERMINATION:

Application has been _____ APPROVED Date: _____
 _____ NOT APPROVED Date: _____

TOTAL EVENT COST: _____

City Administrator (Signature)

The following conditions are placed upon this event: _____

Applicant met 90-Day Application Period: _____ Yes _____ No

Waiver Allowed by City Manager:

City Administrator Date: _____

EXHIBIT C
ORDINANCE NO. 21-004

AN ORDINANCE PROVIDING FOR FEES FOR BUILDING PERMITS AND PLANNING AND ZONING SUBMITTALS AND ACTIVITIES AS PROVIDED FOR IN THE BUILDING CODE ADOPTION AND SUBDIVISION ORDINANCE OF THE CITY OF SOMERVILLE AS AMENDED FROM TIME TO TIME; AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City of Somerville, Texas is a Type A general law municipality located in Burleson County, created in accordance with Chapter 6 of the Local Government Code, and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the City Council has previously adopted a fee schedule for construction and planning; and

WHEREAS, the cost of planning and construction services including but not limited to: providing public assistance with permitting or platting issues, reviewing submittals, verifying administrative completeness, research, issuing permits, maintaining records, and performing or having inspections performed should be covered by fees assessed on the applicant requiring or requesting such services; and

WHEREAS, such fees are required to be set by ordinance or policy and are required be kept on file in the office of the City Secretary of the City of Somerville.

NOW, THEREFORE, LET IT BE ORDAINED BY THE CITY COUNCIL OF THE CITY OF SOMERVILLE, TEXAS THAT:

SECTION 1.

- a) The fees assessed by the City for construction and planning are hereby adopted as set forth on the Fee Schedule attached hereto as Exhibit "A" and incorporated herein.
- b) The City may amend the Fee Schedule to modify these fees or to add additional fees for other services from time to time as determined by the City Council.

SECTION 2.

This Ordinance shall be cumulative of all provisions of the City of Somerville, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

EXHIBIT C

SECTION 3.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence paragraph, or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionally shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence paragraph, or section.

SECTION 4.

This Ordinance shall be in full force and effect after its passage and publication.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Somerville, Texas this _____ day of _____, 2021 by the following vote:

Ayes _____

Noes _____

Abstentions _____

APPROVED:

Micheal Bradford, Mayor

ATTEST:

Rose Rosser, City Secretary

EXHIBIT D

City of Somerville

150 8th Street * Somerville, Texas 77879
Phone 979-596-1122 * Fax 979-596-1140

Mobile Food Establishment Permit Application

Owner or Corporation Information:

Owners Name: _____ Date of Birth: _____

Mailing Address: City: _____ State: _____ Zip Code: _____

DL or ID No.: _____ State: _____

Phone No.: (____) _____

Establishment Information:

Name of Establishment _____

Location or Placement: _____ City: Somerville State: Texas Zip Code: 77879

Motor Vehicle: Make: _____ Year: _____ Model: _____ Color: _____

License Plate: State: _____

Texas Sales and Use Tax Permit Number: _____ Time of Operation: _____
(Copy of permit required)

Number of Employees: _____ After Hours Emergency Number: _____

Type of food or specific foods to be vended: _____

Copies required for issuance of Permit:

Texas Sales and Use Tax Permit ☐ Yes ☐ No Received by _____

Mobile Food Vendor License ☐ Yes ☐ No Received by _____

Certified Food Manager Cert. ☐ Yes ☐ No Received by _____

Copy of Liability Insurance ☐ Yes ☐ No Received by _____

Written Permission from ☐ Yes ☐ No Received by _____
(Property owner w/site map)

Note: This application is not a permit. A Mobile Food Establishment Permit will be issued by the Code Enforcement Department. **APPLICATION HAS TWO (2) PAGES. APPLICANT MUST COMPLETE BOTH PAGES TO HAVE APPLICATION REVIEWED & CONSIDERED.**

EXHIBIT D

LIMITATIONS, RESTRICTIONS AND CONDITIONS

Please initial that you understand these Limitations, Restrictions and Conditions:

_____ I understand that this permit may be revoked at anytime by an authorized Agent or City Official of the City of Somerville.

_____ I understand that I must keep the Mobile Food Establishment on location at all times while conducting business.

_____ I understand that I must present said permit when asked by any City Agent or City Official.

_____ I understand that this permit DOES NOT authorize stationary sales from any public right-of-way or public property.

_____ Operate only from 7:00 a.m. to 8:00 p.m. with the exception of a City sponsored event.

_____ I understand that fines of up to \$100 per day may be levied for violating city ordinances mentioned on this application.

Applicant Signature

Date

All mobile establishments must obtain a mobile food establishment permit from the City of Somerville located at 150 8th Street, Somerville, TX 77879. Please contact City Hall Code Enforcement for information regarding mobile food establishment permit at (979) 596-1122. No vending is allowed in city parks without a written agreement by the City Manager.

EXHIBIT D

City of Somerville

150 8th Street * Somerville, Texas 77879
Phone 979-596-1122 * Fax 979-596-1140

OWNER/APPLICANT PROPERTY AGREEMENT (Complete all parts of letter)

Date: _____

I, _____, for _____ located at
("Owner or Representative") ("Business Name")

_____, hereby give permission to _____.
("Business Address") ("Applicant")

Applicant will conduct temporary food service activities from _____ through
("Date/Time")

_____. _____ will be responsible for the proper
("Date/Time") ("Applicant")

all rubbish, trash, and garbage and for maintaining the property free from litter and nuisance during the total period of operation up to and including the cleanup time required to remove all trash, rubbish, garbage, and litter resulting from the food service.

Owner/Representative Name: _____

Date: _____

Applicant's Name: _____

Date: _____

*NOTE: Person signing letter must be the property owner or someone with the legal authority to authorize property use on behalf of owner.

Exhibit E

CITY OF SOMERVILLE



FEE SCHEDULE FOR CONSTRUCTION AND PLANNING

Permits are required for new construction (including placement of manufactured homes and the construction of certain accessory buildings), alterations or additions to existing buildings or structures, demolition, and relocation of buildings. Permits are not required for ordinary repairs or minor work as defined in the adopted building codes. City of Somerville Building Codes are as follows, and shall be the 2018 editions, unless otherwise noted:

International Building Code
International Residential Code
International Property Maint. Code
International Existing Building Code

International Fuel Gas Code
International Energy Cons. Code
International Plumbing Code
National Electrical Code, 2017 Edition

International Mechanical Code
International Fire Code
NFPA 101 Life Safety Code

The adopting ordinance with any amendments to the codes, and one copy of each of the adopted codes is on file at City Hall.

- All building permit fees consist of a basic fee, a fee for each anticipated inspection, and a calculated amount based on factors related to the size or complexity of the proposed project. Planning and Zoning fees are as listed and do not include basic or inspection fees unless noted otherwise in the schedule. All subdivisions must be platted, and approved prior to the start of any development.
- Where work for which a permit is required is started prior to the issuance of said permit, *the fees may be doubled*, and all work shall cease until the required permit is issued.
- Work that does not require a permit may still require inspection, and such inspection shall be paid for at the time the inspection is requested. Such inspection fees shall be \$25.00.
- Any person, firm or corporation engaging in the business of electrical, mechanical or plumbing services shall have appropriate, unexpired Texas Licenses for the specialty work offered, and shall meet the state and city insurance requirements for specialty contractors. *All contractors are required to provide proof of insurance to the City of Somerville in the amount of at least \$300,000.00*

Building Permits	Fee	Base Fee + Insp. Fee	Notes
New Residential, up to 3,000 SF	\$0.35 per square foot	\$225.00	1, 2
New Residential, over 3,001 SF	\$1,050.00 plus \$0.25 per additional sq. ft.	\$225.00	1, 2
Residential Remodel or Addition	\$0.20 per square foot	\$150.00	1, 2
Carports, Detached Garages, Shops, Sheds over 160 sq. ft.	\$0.02 per square foot	\$50.00	1, 2
Fences over 6 feet, or retaining walls over 4 feet	\$0.30 per linear foot	\$25.00	
Manufactured Home Permit	\$275.00	\$0	Includes inspection fees
In-ground Swimming Pool	\$50.00	\$50.00	Elec. and plumb. permits req.
Concrete, Asphalt or Masonry driveways or sidewalks	\$0.03 per Sq. Ft.	\$50.00	If not part of new construction, remodel or addition for which a building permit is required
New Commercial Structures			
Up to 3000 SF	\$0.35/SF or \$725.00	\$275.00	The larger value governs. 1,2
3001 to 10,000	\$0.25/SF plus \$1,050.00	\$275.00	1,2
10,001 to 50,000 SF	\$0.10/SF plus \$3,300.00	\$275.00	1,2
Over 50,001 SF	\$0.03/SF plus 9,300.00	\$275.00	1,2
Commercial Remodel or Addition	\$0.30/SF or \$250.00	\$175.00	The larger value governs. 1,2
Moving Fee (commercial or	\$100.00	\$0	Asbestos inspection required

residential), over 300 sq. ft.			
Residential Demolition Fee	No Fee	\$0	
Commercial Demo. Fee	\$100.00	\$0	Requires Asbestos inspection
Certificate of Occupancy	\$25.00	\$0	Cost included in new construction permit fees. Separate fee for major remodels, change of use remodels, or additions.

Electrical Permit Fees

Basic Permit Fee	\$25.00	Plus unit or flat rate below
New Construction or Increase in Service Size	\$1.00 per amp	Commercial or residential
Meter Loop only	\$25.00	
Commercial Additions or Alterations	\$100.00	No increase in service size
Residential Additions or Alterations	Per outlet, see below	No increase in service size
110 Volt outlets (plugs, switches)	\$0.75 Each	Plus basic fee

★ All contractors shall show proof of a current Texas Master Electrician's and Contractor's License ★

Plumbing Permits

Basic permit fee	\$25.00	In addition to unit or flat fee, below, UNO
Unit Fee Schedule		
Fixture, trap, or set of fixtures on one trap	\$2.50 each	
Backflow Protective Devices	\$10.00 for each unit	
Each industrial waste pre-treatment interceptor including trap and vent	\$25.00	Exception: kitchen type grease interceptors functioning as fixture traps
Building or M.H. Park sewer line	\$5.00	
Rainwater systems, per drain	\$5.00	Drains inside building
Private Sewage Disposal System	\$100.00	When approved for specific site by City
Water Heater, Vent or Boiler	\$45.00	Repair or replacement not associated with other work.
Installation, alteration, or repair of water piping, and/or water treating equipment	\$5.00	
Repair or alteration of drainage or vent piping, each fixture	\$10.00	
Each lawn sprinkler system on one meter, including backflow preventers	\$15.00	
Other Inspections and Fees		
Grease Trap-Sand Inspection	\$25.00	

★ All contractors shall show proof of a current Master Plumber's License issued by the State of Texas ★

Fuel Gas Permits

Basic Permit Fee	\$25.00	
Outlet	\$2.50 per outlet	Plus basic fee
Gas Test only	\$45.00	For reconnection after repair

★ All contractors shall show proof of a current Master Plumber's License issued by the State of Texas ★

Mechanical and HVAC Permits

Basic Permit Fee	\$25.00	Plus fees below
Additional fees		
Installation of new residential HVAC systems (new or existing buildings) or system change out.	\$0.05 per sq. ft.	Based on conditioned area. Includes ductwork and refrigeration

Installation of new commercial HVAC systems (new or existing buildings) or system change out.	\$10.00 for the first \$1000.00 plus \$3.00 per additional \$1000.00	Value shall be based on designer or contractor estimate.
Repairs, alterations or additions to an existing system, comm. or resid.	See Note	If the basic fee plus unit costs exceed the cost of a new system, that fee shall apply.
HVAC Unit	\$5.00/ton	Plus basic fee
Exhaust fan	\$5.00/each	Plus basic fee
Add/modify duct	\$3.00/outlet	Plus basic fee
Boiler Inspection fee	\$25.00	

★ All contractors shall show proof of a current Mechanical Contractor's License issued by the State of Texas ★

Subdivision/Platting Fees

	Application/Filing	
Development Plan	\$75.00/\$75.00	Filing fees will not be accepted until the submittals are deemed administratively complete
Preliminary Plat	\$100.00/\$100.00	Filing fees will not be accepted until the submittals are deemed administratively complete
Construction Plan Review Fee	\$50.00/\$150.00.00	Filing fees will not be accepted until the submittals are deemed administratively complete
Improvement Construction Permit	Reserved	Due at preconstruction meeting
Final Plat	\$150.00/\$100.00	Filing fees will not be accepted until the submittals are deemed administratively complete
Development Plat	Reserved	
Amending Plat, Minor Plat, Plat Vacation	\$150.00	If such plat is deferred to commission/council for review, this fee may be applied to the Development Plan fee at the city's discretion
Recordation Fee	County Clerk fee +\$10.00	Current County Clerk Fee is \$81.00
Request for variance from Subdivision Ordinance	\$200.00	
Certificate Issuance Fee	\$10.00 per original	Required for issuance of any certification of necessity for platting, or its reverse, approval through non-action, or other required certificate

Zoning Fees (reserved)

Zoning Variance Request Application	Reserved	
Zoning Appeal Application	Reserved	
Conditional or Specific Use Permit	\$200.00	Non-refundable

- Square footage calculation (subject to verification by inspector. If the actual area exceeds the reported area by more than 20%, additional fees may be assessed and shall be paid prior to issuance of certificate of occupancy.)
 - The square footage of a **new** structure shall be the covered area, per floor (covered porches are included, uncovered patios are not).
 - The square footage for **additions** shall be the new area plus the total area of the room(s) impacted by the addition.
 - The square footage for remodels **with no additional area** shall be the covered area of each room impacted by or included in the remodel.
- Separate permits are required for mechanical, electrical, and plumbing if these trades are involved in a construction project, UNO.
- Asbestos inspection reports shall be submitted to the City with ALL permit applications for commercial remodels, additions, repairs, or demolitions in accordance with state and federal regulations.
- New residential and commercial buildings shall comply with the requirements of THSC, Title 5, Subchapter C, Section 388, "Texas Building Energy Performance Standards" related to energy efficiency ratings, features and reporting as amended from time to time.

New Business Action Items

Sale of Property on 9th Street

Agenda Item 10-H



Memo To: Honorable Mayor and City Council Members

From: Kathy Pollock, Code Enforcement Officer/ Assistant to the City Administrator

Date: February 4, 2021

Subject: Sale of Property on 9th Street

Background:

Early in 2015, the city abated two dangerous buildings located at 414 and 404 9th Street, after working through a tangled snarl of ownership/non-ownership issues. The owners of both properties had been deceased for several years, and both properties were filthy, dilapidated, required asbestos amelioration and were past due on taxes (since 2008 for one and 2011 for the other). The City filed liens for the cost of the abatement against both properties.

In 2017, both houses finally went to tax sale and, probably in part due to our insistence the City lien be acknowledged, were struck off to the school district.

In 2018, again after much effort, the City obtained ownership of the properties from the other taxing entities by virtue of the outstanding liens, which exceeded the outstanding past due taxes, and the fact that the City was continuing to mow and clean the lots.

In 2019, we advertised for sealed bids on the property. No bids were received despite interest by more than one party because the homestead status had not been removed from either property, despite the fact that the legal owners were dead and the properties had stood empty for over five years. Because of the fact that the homestead exemption was still of record when the properties were taken to tax sale, the title company of one prospective bidder recommended against the purchase due to the 12-month redemption period allowed by law on homestead properties.

You know what happened in 2020.

As of now, at least three or four parties have expressed interest in the property. The redemption period has expired, and the properties are well maintained and clean. With the level of development interest, we are seeing the timing should be right for the City to recoup some or perhaps all of the costs associated with this abatement action.

The City has two options for selling the property:

1. Sealed bids
2. Public auction

We believe that a public auction is likely to bring a better return, since it permits open competitive bidding as opposed to guessing. The requirements for this method of sale are to run a notice in the paper for three weeks, and find an individual qualified to hold the auction. We are permitted to require preregistration of bidders and to qualify bidders, and to set a minimum bid value. Suggested qualifications include a valid tax certificate showing that no property taxes are past due for any applicable Burleson County taxing entity, no indebtedness to the City, and no

open code violations in the City of Somerville. We may be able to require that new residential structures are constructed on the site within a year of purchase.

Address	Appraised Value (2021)	Lien Amount	Suggested Minimum Bid
404 9 th Street	\$7,740	\$8,690.00	\$5,000.00
414 9 th Street	\$7,740	\$10,938.00	\$5,000.00

Funding Needed: cost of publications, auctioneer (unknown – may be no cost)

Funding source: 2021-2022 Budget

Funds available:

Action Requested: Discuss, approve (disapprove) selling the lots the City owns on 9th Street to recoup some of the abatement cost by public auction or sealed bid.

