



AGENDA

BARTONVILLE TOWN COUNCIL

REGULAR MEETING

February 18, 2020

BARTONVILLE TOWN HALL

1941 E. JETER, BARTONVILLE, TX 76226

7:00 PM

A. CALL REGULAR MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

D. ANNOUNCEMENTS

Announce recent and upcoming civic and social events.

E. APPOINTED REPRESENTATIVE/LIAISON REPORTS

1. Denton County Emergency Services District #1
2. Police Chief Report - Department Statistics/Activities for January 2020
3. Town Administrator - Monthly Reports: Financial Statement- January 2020; Engineering Report; Animal Control Report.
4. Town Secretary – May 2, 2020 Elections.

F. CONSENT AGENDA

This agenda consists of non-controversial or “housekeeping” items required by law. Items may be approved with a single motion. Items may be removed from the Consent Agenda by any Councilmember by making such request prior to a motion and vote on the Consent Agenda.

1. Consider approval of the January 21, 2020, regular meeting minutes.
2. Consider acceptance of the Fiscal Year 2018-2019 Audit as prepared and presented by William C. Spore, P.C., Certified Public Accountant.
3. Consider acceptance of the 2019 Racial Profiling Report.

G. REGULAR ITEMS

4. Public hearing to consider an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A,” Article 14.02, Ordinance 361-05, the Zoning regulations for the Town of Bartonville, by amending Division I, General Requirements, Chapter 3 Site Plans, Section 3.2, General Site Plan, to add public notice provisions to that section. ***(The Planning and Zoning Commission recommended approval by a vote of 5 to 0 at their February 5, 2020, meeting.)***
5. Discuss and consider approval of an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 6, “Health and Sanitation,” Article 6.04, “Grass, Weeds, Brush and Other Vegetation,” by amending sections 6.04.001, “Definitions,” 6.04.002, “Prohibited Conditions,” and 6.04.003, “Duty to Cut and Remove”.
6. Discuss and consider approval of an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 7, Municipal Court, by repealing in its entirety Article 7.02, entitled “Fines, Costs and Special Expenses” and adopting a new Article 7.02, Entitled “Fines, Costs, and Special Expenses”.
7. Update on pedestrian walkway between the Bartonville Store and Bartonville Town Hall.
8. Discussion on Chair term limits for Boards and Commissions.

H. FUTURE AGENDA ITEMS/REQUESTS BY COUNCILMEMBERS TO BE ON NEXT AGENDA

I. ADJOURNMENT

I do hereby certify that the Notice of Meeting was posted on the bulletin board at Town Hall of the Town of Bartonville, Texas, a place convenient and readily accessible to the public at all times and said Notice was posted on the following date and time: Friday, February 14, 2020, at 11:30 a.m. at least 72 hours prior to the time of said meeting.



Tammy Dixon, TRMC, CMC, Town Secretary

The City Council reserves the right to adjourn into a closed meeting or executive session as authorized by Texas Government Code, Sections 551.001, et seq. (the Texas Open Meetings Act) on any item on its open meeting agenda in accordance with the Texas Open Meetings Act, including, without limitation Sections 551.071-551.088 of the Texas Open Meetings Act. Any final action, decision, or vote on a matter deliberated in a closed meeting will only be taken in an open meeting that is held in compliance with Texas Government Code, Chapter 551.



Monthly Finance Report As of January 31, 2020

General Fund Revenues

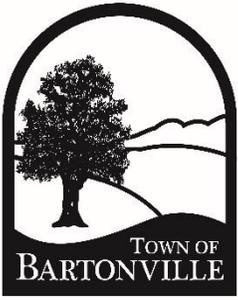
Category	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Other/Transfer	695.99	1,352.32	19,000.00	7.12%	17,647.68
Property Taxes	260,938.77	638,206.69	814,385.00	78.37%	176,178.31
Sales Tax	40,281.51	186,867.35	485,000.00	38.53%	298,132.65
Permits	8,692.25	23,540.15	117,150.00	20.09%	93,609.85
Franchise Fees	29,838.88	80,944.37	157,500.00	51.39%	76,555.63
Development Fees	1,600.00	2,500.00	4,900.00	51.02%	2,400.00
Municipal Court	3,057.11	14,201.42	60,000.00	23.67%	45,798.58
Revenue Totals	345,104.51	947,612.30	1,657,935.00	57.16%	710,322.70

General Fund Expenses

Category	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Expense Summary					
Other	2,977.77	9,272.63	57,650.00	16.08%	48,377.37
Salary & Benefits	50,421.36	209,754.88	708,420.00	29.61%	498,665.12
Contracted Service	16,089.64	48,352.00	191,999.00	25.18%	143,647.00
Supplies	1,919.06	23,971.33	65,500.00	36.60%	41,528.67
Lantana Town Center Grant	4,721.10	49,591.05	200,000.00	24.80%	150,408.95
Maintenance	2,910.25	15,282.86	60,500.00	25.26%	45,217.14
Transfer	0.00	0.00	373,866.00	0.00%	373,866.00
Expense Totals	79,039.18	356,244.74	1,657,935.00	21.49%	1,301,690.26

Town Administrator Notes:

- The Town collects a majority of Property Tax revenue in the months of December (\$295,153) and January (\$260,938). Of the budgeted \$814,385 for Property Taxes, \$638,206 (78.36%) has been collected.
- \$789,011 of the \$1,440,000 (54%) of the 2019 Tax Note has been paid for the 2019 Residential Streets project. The current contract amount for the 2019 Residential Streets project is \$1,097,256 leaving \$342,744 to be allocated to future roads projects.



Town of Bartonville Cash and Fund Balance Report as of January 31, 2020

Name	Fund #	Cash Balance	Fund Balance*
General	100	\$647,039	\$827,917
Reserve	150	\$313,313	\$313,313
Wastewater	160	\$11,540	\$14,166
Street Maintenance	170	\$1,166,617	\$1,227,884
Economic Development Liability	180	\$191,522	\$191,522
Interest & Sinking	200	\$902,737	\$902,737
Court Security	210	\$3,435	\$3,435
Court Technology	220	\$2,740	\$2,740
Capital Improvement	300	\$56,112	\$56,112
Vehicle and Equipment Replacement	301	\$23,481	\$23,481
Community Development	800	\$463,115	\$493,226
Crime Prevention	900	\$76,138	\$88,306
TOTAL		\$3,857,789	\$4,144,839

*Fund Balance does not include fixed assets

Town of Bartonville
 Balance Sheet
 As of January 31, 2020

2/14/2020 9:24 AM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Assets				
	100-1000	Consolidated Cash Equity - General Fund	647,039.62	
	100-1003	Economic Development Tax Grants	0.00	
	100-1051	Petty Cash-Town Hall	200.00	
	100-1053	Petty Cash-NS Spirit Day	0.00	
	100-1054	Petty Cash-Municipal Court	0.00	
	100-1100	Accounts Receivable	165,177.31	
	100-1150	Tax Receivable	12,443.32	
	100-1155	Property Tax Receivable	0.00	
	100-1190	Employee Receivable	0.00	
	100-1400	Inventory	0.00	
	100-1610	Buildings	0.00	
	100-1620	Land	0.00	
	100-1621	Landscaping	0.00	
	100-1650	Computer-Office Equipment	0.00	
	100-1655	Office Furniture & Fixtures	0.00	
	100-1660	Police Equipment	0.00	
	100-1710	Public Works	0.00	
	100-1800	Accumulated Depreciation	0.00	
	100-1920	Prepaid Expense	3,057.32	
	100-1930	Receivable Overpayment Sev.	0.00	
	100-1990	Undeposited Funds	0.00	
	100-1999	Pass Thru Revenue	0.00	
	Total Assets		<u>827,917.57</u>	<u>827,917.57</u>

Town of Bartonville
 Balance Sheet
 As of January 31, 2020

2/14/2020 9:24 AM

Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2000	Accounts Payable	(1,941.43)	
	100-2001	Accounts Payable to be closed out from conversion	0.00	
	100-2003	Year End Auditor Payables	3,500.11	
	100-2004	Police Department Retirement	0.00	
	100-2005	Sales Tax	0.00	
	100-2006	TMRS Payable	7,454.36	
	100-2007	Credit Card Fees Due	102.26	
	100-2012	FICA Payable	(0.01)	
	100-2015	Unemployment - TWC Payable	11.40	
	100-2019	AFLAC - Employee Contribution Payable	0.00	
	100-2020	HSA Due to Employee	0.00	
	100-2026	Accrued Vacation/Comp	0.00	
	100-2028	Dependent Insurance Payable	(256.19)	
	100-2029	Deferred Comp Payable	0.00	
	100-2030	New York Life	(643.79)	
	100-2031	Federal Income Tax (FIT) Payable	0.00	
	100-2035	Wages Payable	0.00	
	100-2041	Court Fines/Fees Collection Fees	0.00	
	100-2049	Collections Agency Fee	351.30	
	100-2051	State Fee	2,100.68	
	100-2064	Child Safety Funds	7,536.53	
	100-2073	Tx Seatbelt State Payables	0.00	
	100-2074	Warrant Fees Payable	12.00	
	100-2075	Deferred Revenue	0.00	
	100-2202	Due To Crime Prevention	0.00	
	100-2203	Due To Fixed Assets	0.00	
	100-2204	Due To Reserve Fund	0.00	
	100-2205	Due To Wastewater	0.00	
	100-2206	Due To Street Maintenance	0.00	
	100-2207	Due To I&S Fund	0.00	
	100-2208	Due To Court Security Fund	0.00	
	100-2209	Due To Court Technology Fund	0.00	
	100-2210	Due To Capital Improvement	0.00	
	100-2211	Due To Vehicle & Equipment Replacement Fund	0.00	
	100-2212	Due To General Long Term Debt	0.00	

Town of Bartonville
 Balance Sheet
 As of January 31, 2020

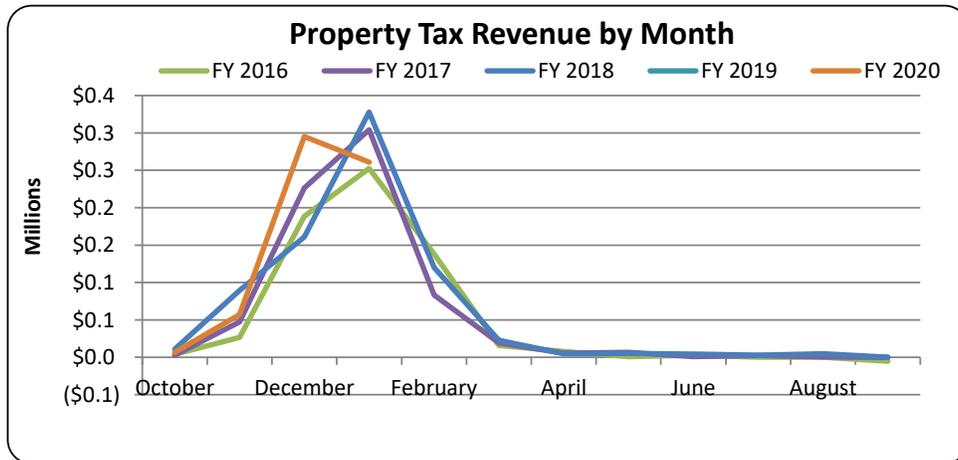
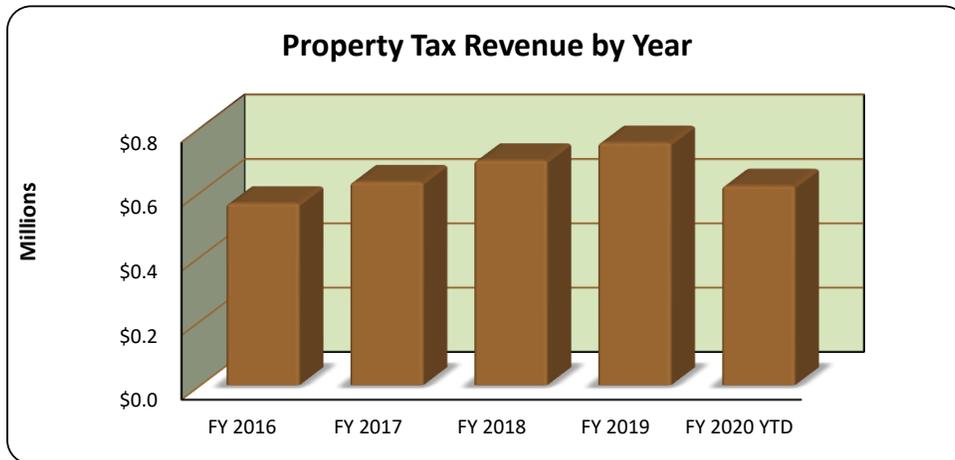
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Account Type	Account Number	Description	Balance	Total
100 - General Fund				
Liabilities				
	100-2213	Due To Bartonville Community Development	0.00	
	100-2540	Accrued Interest Payable	0.00	
	100-2550	Accrued Wages	0.00	
	100-2567	Bonds Escrow Liability	0.00	
	100-2568	Bond Refund Payable	0.00	
	100-2570	Building Permit Deposit Refund Payable	0.00	
	100-2571	Building Permit Deposit Liability	0.00	
	100-2795	PD - Restricted Donations LEOSE	0.00	
	100-2796	P D - Restricted Donations	0.00	
	100-2820	Unearned Revenues	12,345.39	
	100-2835	Payable to Eco Development Corp	7,009.79	
	100-2840	Payable to ED Tax Grants	0.00	
	100-2841	Lacey Oaks Substation Legal Fees	0.00	
	100-2845	TML PD/Veh Ins Claim Proceeds	0.00	
	100-2850	TML Property Ins Claim proceeds	0.00	
	100-2900	Bank Rec Pass Through	0.00	
	Total Liabilities		<u>37,582.40</u>	
Fund Balance				
	100-3000	Fund Balance	<u>175,392.18</u>	
	Total Fund Balance		<u>175,392.18</u>	
		Total Revenue	947,612.30	
		Total Expenses	<u>356,244.74</u>	
		Current Year Increase (Decrease)	614,942.99	
		Fund Balance Total	175,392.18	
		Current Year Increase (Decrease)	<u>614,942.99</u>	
		Total Fund Balance/Equity	<u>790,335.17</u>	
	Total Liabilities & Fund Balance			<u><u>827,917.57</u></u>



Property Tax Revenue General Fund FY 2019-2020

Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$958	\$4,107	\$2,960	\$10,819	\$6,588	(\$4,231)	-39.1%
November	34,117	26,562	47,245	89,284	57,135	(\$32,149)	-36.0%
December	212,125	188,437	226,312	161,044	295,153	\$134,109	83.3%
January	183,779	252,529	304,190	327,835	260,938	(\$66,897)	-20.4%
February	102,179	137,806	83,148	120,142			
March	11,131	15,838	19,099	22,870			
April	4,689	7,908	5,580	4,578			
May	5,743	941	6,731	5,042			
June	1,099	2,945	1,069	4,288			
July	3,109	17	2,295	2,882			
August	2,471	20	439	4,831			
September	3,931	(5,310)	(189)	165			
Total	\$565,331	\$631,800	\$698,879	\$753,780	\$619,814	\$30,832	5.2%

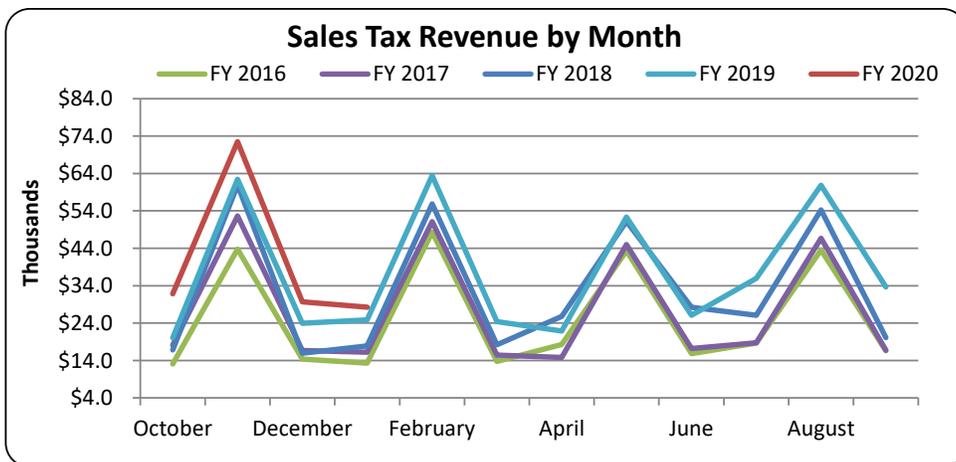
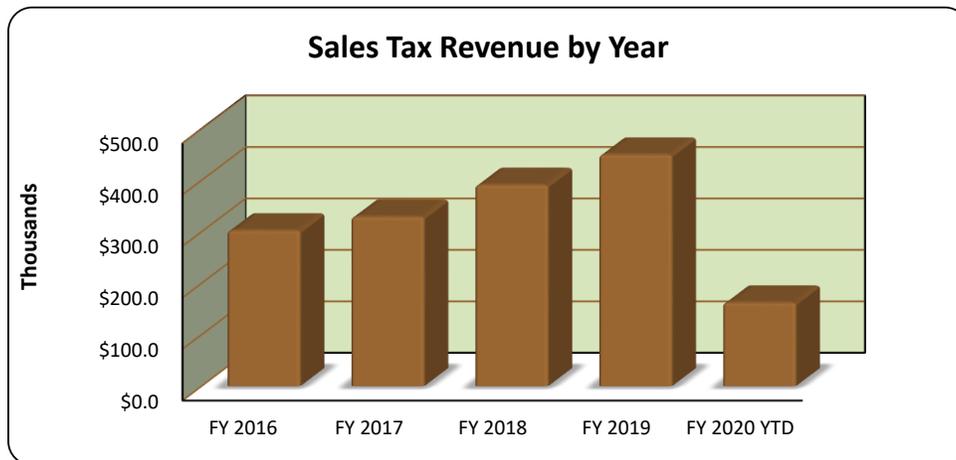




Sales Tax Revenue General Fund FY 2019-2020

Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$13,053	\$18,108	\$16,817	\$20,075	\$31,831	\$11,756	58.6%
November	43,778	52,644	60,915	62,429	72,525	\$10,096	16.2%
December	14,355	16,627	15,938	23,908	29,711	\$5,803	24.3%
January	13,318	16,167	17,865	24,850	28,242	\$3,392	13.6%
February	48,335	51,143	55,867	63,452			
March	13,726	15,446	18,190	24,378			
April	18,240	14,802	25,773	21,864			
May	43,285	44,996	51,169	52,345			
June	15,784	17,193	28,193	26,105			
July	18,667	18,711	26,048	35,966			
August	43,510	46,694	54,247	60,883			
September	16,585	16,715	20,126	33,639			
Total	\$302,636	\$329,246	\$391,148	\$449,895	\$162,309	\$31,047	23.7%

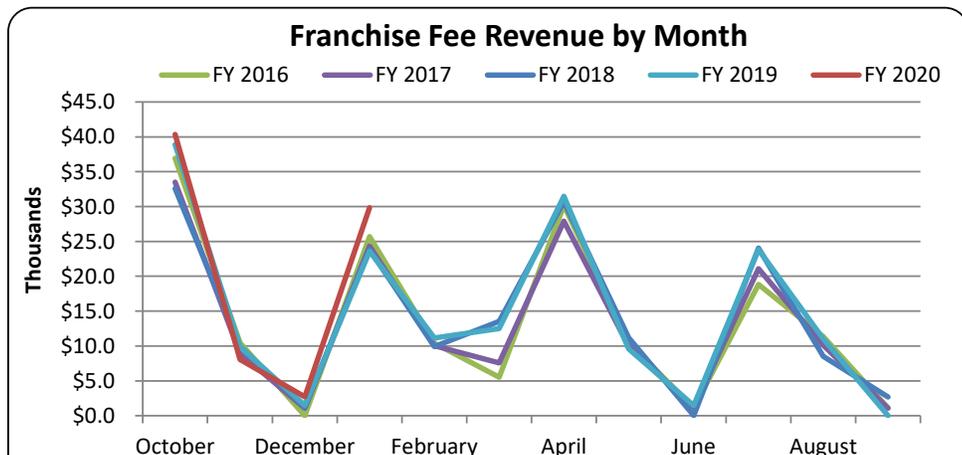
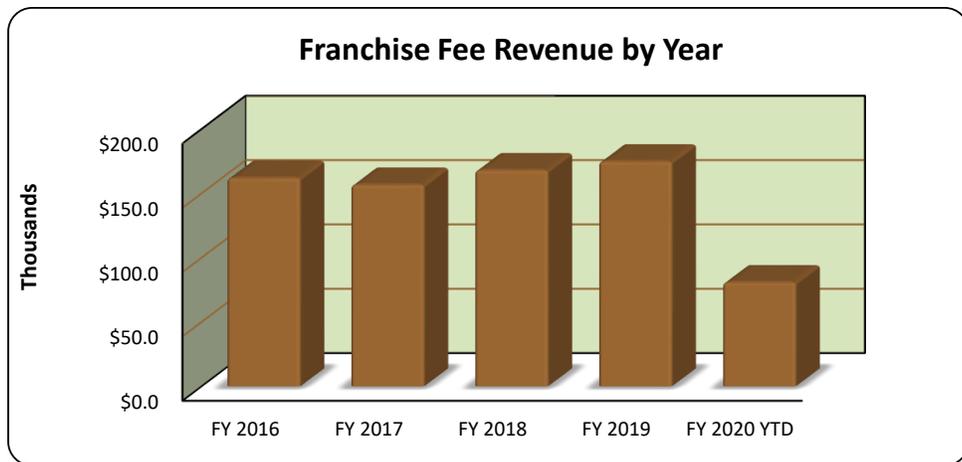
Special Note: The latest entry for the current fiscal year is listed in the month the tax was collected by the merchant. This amount is not received by the Town until two months later. By tracking information in this manner, the report and analysis will match the Town's Fiscal Year.



**Franchise Fee Revenue
General Fund
FY 2019-2020**

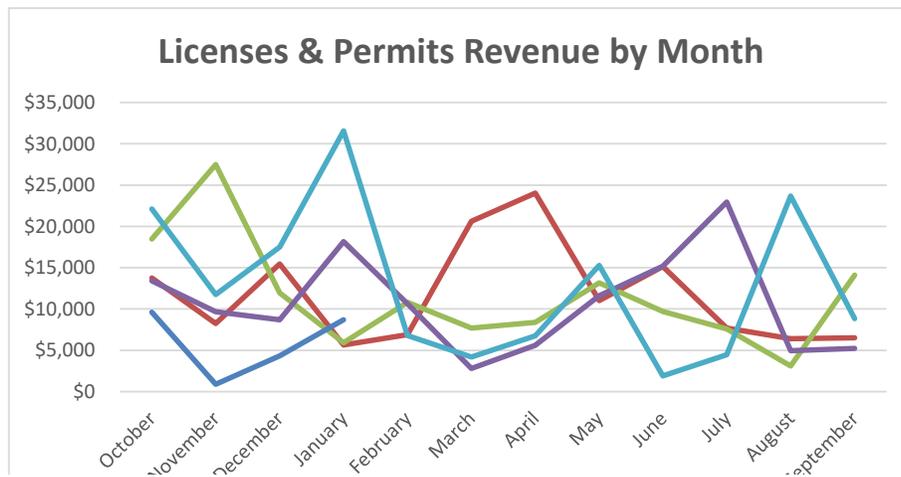
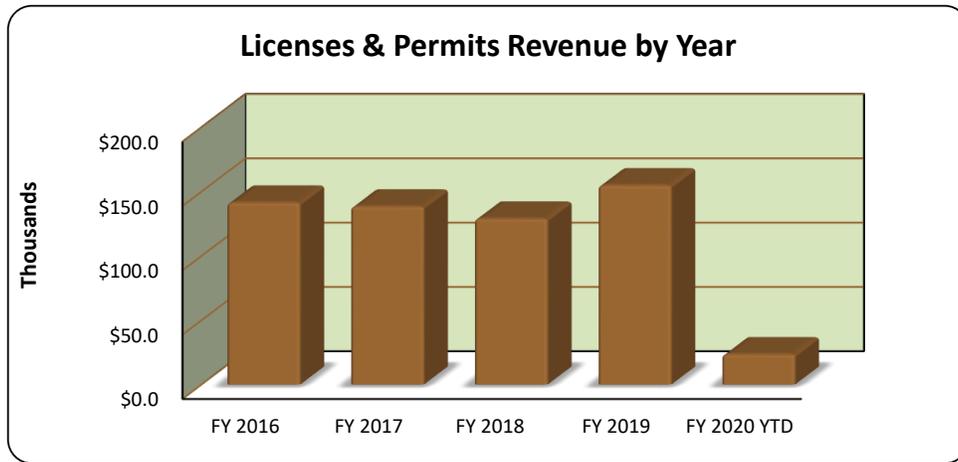
Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$36,925	\$33,503	\$32,582	\$38,889	\$40,346	\$1,457	3.7%
November	10,447	8,946	9,905	9,872	8,056	(\$1,816)	-18.4%
December	0	1,061	1,206	1,483	2,702	\$1,219	82.2%
January	25,685	24,339	23,827	23,598	29,838	\$6,240	26.4%
February	10,417	10,053	9,919	11,148			
March	5,534	7,568	13,529	12,496			
April	30,147	27,902	30,686	31,486			
May	10,480	9,948	11,177	9,602			
June	1,128	1,208	17	1,440			
July	18,814	21,080	24,025	23,830			
August	11,365	10,126	8,528	11,032			
September	1,136	1,088	2,682	0			
Total	\$162,078	\$156,822	\$168,083	\$174,876	\$80,942	\$7,100	14.1%

Special Note: Franchise Fees are typically received on a quarterly basis.



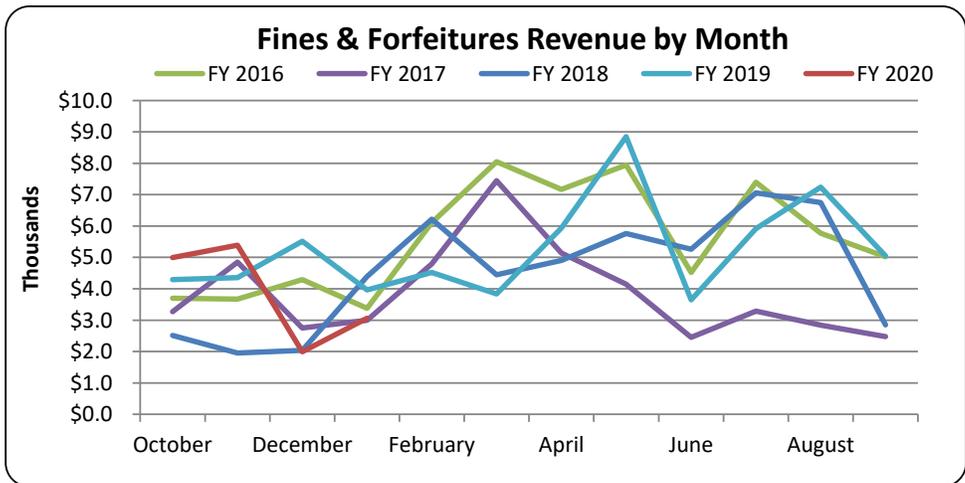
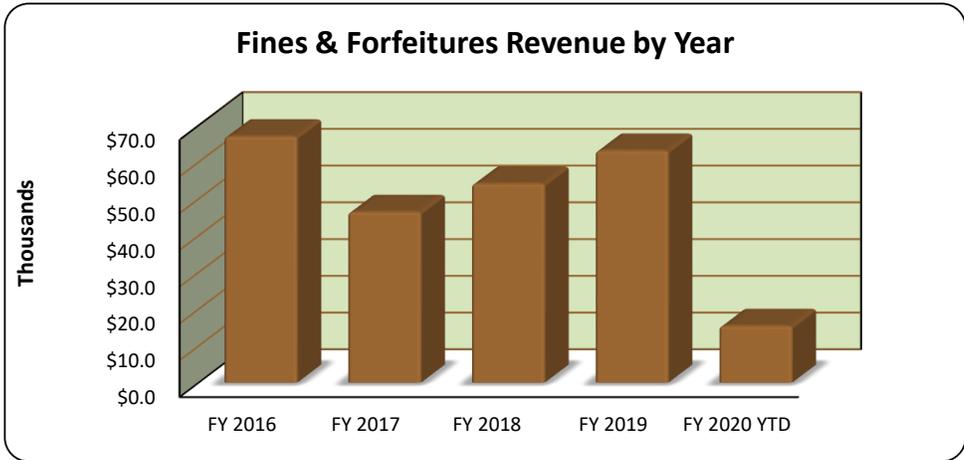
**Licenses & Permits Revenue
General Fund
FY 2019-2020**

Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$13,765	\$18,458	\$13,418	\$22,123	\$9,617	(\$12,506)	-56.5%
November	8,254	27,491	9,687	11,756	895	(\$10,861)	-92.4%
December	15,449	11,950	8,710	17,518	4,335	(\$13,183)	-75.3%
January	5,649	5,944	18,170	31,560	8,692	(\$22,868)	-72.5%
February	6,889	10,821	10,655	6,810			
March	20,626	7,705	2,805	4,201			
April	24,034	8,404	5,631	6,745			
May	11,032	13,160	11,604	15,273			
June	15,141	9,715	15,196	1,910			
July	7,678	7,594	22,952	4,475			
August	6,401	3,110	4,960	23,666			
September	6,524	14,096	5,226	8,854			
Total	\$141,442	\$138,448	\$129,014	\$154,891	\$23,539	(\$59,418)	-71.6%



**Fines & Forfeitures Revenue
General Fund
FY 2019-2020**

Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$3,695	\$3,270	\$2,514	\$4,292	\$4,998	\$706	16.4%
November	3,674	4,851	1,952	4,359	5,388	\$1,029	23.6%
December	4,294	2,748	2,041	5,514	1,992	(\$3,522)	-63.9%
January	3,378	2,998	4,390	3,966	3,057	(\$909)	-22.9%
February	6,109	4,796	6,218	4,518			
March	8,049	7,445	4,448	3,838			
April	7,167	5,137	4,905	5,932			
May	7,940	4,145	5,759	8,848			
June	4,517	2,452	5,263	3,647			
July	7,394	3,291	7,057	5,920			
August	5,768	2,840	6,749	7,244			
September	5,019	2,475	2,848	5,048			
Total	\$67,004	\$46,448	\$54,144	\$63,126	\$15,435	(\$2,696)	-14.9%



Town of Bartonville
 Financial Statement
 As of January 31, 2020

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
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Expense Summary					
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Salary & Benefits	50,421.36	209,754.88	708,420.00	29.61%	498,665.12
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Maintenance	2,910.25	15,282.86	60,500.00	25.26%	45,217.14
Transfer	0.00	0.00	373,866.00	0.00%	373,866.00
Capital	0.00	19.99	0.00	0.00%	(19.99)
Not Categorized	0.00	0.00	0.00	0.00%	0.00
Expense Totals	<u>79,039.18</u>	<u>356,244.74</u>	<u>1,657,935.00</u>	<u>21.49%</u>	<u>1,301,690.26</u>

Town of Bartonville
 Financial Statement
 As of January 31, 2020

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Other/Transfer					
100-4065 Administration Services	0.00	(191.01)	2,900.00	(6.59%)	3,091.01
100-4130 Child Safety Collected	0.00	0.00	2,000.00	0.00%	2,000.00
100-4135 Open Records	3.00	6.60	0.00	0.00%	(6.60)
100-4250 Interest Earned	692.99	1,536.73	8,000.00	19.21%	6,463.27
100-4402 CoServ Grant	0.00	0.00	0.00	0.00%	0.00
100-4725 Transfer from BCCPD	0.00	0.00	1,000.00	0.00%	1,000.00
100-4730 Transfer from BCDC	0.00	0.00	5,000.00	0.00%	5,000.00
100-4850 NSF Fees	0.00	0.00	100.00	0.00%	100.00
Other/Transfer Totals	<u>695.99</u>	<u>1,352.32</u>	<u>19,000.00</u>	<u>7.12%</u>	<u>17,647.68</u>
Property Taxes					
100-4002 Ad Valorem Current O & M	260,817.87	637,806.25	809,385.00	78.80%	171,578.75
100-4003 Ad Valorem Pent & Int	120.90	186.25	2,500.00	7.45%	2,313.75
100-4010 Ad Valorem Delinquent	0.00	214.19	2,500.00	8.57%	2,285.81
Property Taxes Totals	<u>260,938.77</u>	<u>638,206.69</u>	<u>814,385.00</u>	<u>78.37%</u>	<u>176,178.31</u>
Sales Tax					
100-4025 Sales Tax Revenue	28,242.34	162,310.41	450,000.00	36.07%	287,689.59
100-4060 Mixed Beverage Allocation	12,039.17	24,556.94	35,000.00	70.16%	10,443.06
Sales Tax Totals	<u>40,281.51</u>	<u>186,867.35</u>	<u>485,000.00</u>	<u>38.53%</u>	<u>298,132.65</u>
Permits					
100-4039 Right of Way (ROW) Revenue	0.00	0.00	0.00	0.00%	0.00
100-4101 Permits:Accessory Bldg Permit	0.00	0.00	0.00	0.00%	0.00
100-4103 Permits:Business C of O Permits	0.00	0.00	1,000.00	0.00%	1,000.00
100-4104 Permits:Commercial Bldg Permits	1,360.00	1,360.00	10,000.00	13.60%	8,640.00
100-4105 Permits:Contractor Registration	375.00	625.00	4,000.00	15.63%	3,375.00
100-4106 Permits:Culvert/Driveway Permit	0.00	0.00	0.00	0.00%	0.00
100-4107 Permits:Gas Well Inspection Fees	0.00	2,900.00	29,200.00	9.93%	26,300.00

100-4108 Permits:Health/Food Permits	2,400.00	5,700.00	6,000.00	95.00%	300.00
100-4109 Permits:Mobile/Utility/Other	0.00	0.00	0.00	0.00%	0.00
100-4110 Permits:Oil/Gas Drilling Permit	0.00	0.00	0.00	0.00%	0.00
100-4111 Permits:Pool Permit Fees	0.00	0.00	0.00	0.00%	0.00
100-4112 Permits:Red Tag Fees	0.00	75.00	500.00	15.00%	425.00
100-4113 Permits:Remodel/Addition Permit	0.00	0.00	0.00	0.00%	0.00
100-4114 Permits:Residential Bldg Permits	4,047.25	12,095.15	60,000.00	20.16%	47,904.85
100-4115 Permits:ROW Permit/License	0.00	0.00	0.00	0.00%	0.00
100-4117 Permits:Septic Permit Fee	510.00	710.00	6,000.00	11.83%	5,290.00
100-4118 Permits:Sign or Tree Permits	0.00	75.00	300.00	25.00%	225.00
100-4119 Permits:Special Event/Race Permit	0.00	0.00	50.00	0.00%	50.00
100-4120 Permits:Truck Permit	0.00	0.00	100.00	0.00%	100.00
100-4121 Permits:Water Well/Sprinkler	0.00	0.00	0.00	0.00%	0.00
Permits Totals	<u>8,692.25</u>	<u>23,540.15</u>	<u>117,150.00</u>	<u>20.09%</u>	<u>93,609.85</u>
Franchise Fees					
100-4041 Electric/Gas Franchise Fees	27,073.07	63,369.42	110,000.00	57.61%	46,630.58
100-4042 Telephone Franchise Fees	5.73	8,090.39	20,000.00	40.45%	11,909.61
100-4045 Solidwaste Franchise Fees	1,587.58	7,260.29	15,000.00	48.40%	7,739.71
100-4046 Water Franchise Fees	1,172.50	2,224.27	12,500.00	17.79%	10,275.73
Franchise Fees Totals	<u>29,838.88</u>	<u>80,944.37</u>	<u>157,500.00</u>	<u>51.39%</u>	<u>76,555.63</u>
Development Fees					
100-4102 Permits:BOA Application Fees	450.00	1,350.00	900.00	150.00%	(450.00)
100-4122	1,150.00	1,150.00	4,000.00	28.75%	2,850.00
Development Fees Totals	<u>1,600.00</u>	<u>2,500.00</u>	<u>4,900.00</u>	<u>51.02%</u>	<u>2,400.00</u>
Municipal Court					
100-4150 Municipal Court Fines	2,577.20	11,940.90	60,000.00	19.90%	48,059.10
100-4157 Court Costs	479.91	2,260.52	0.00	0.00%	(2,260.52)
100-4158 Building Security Fees	0.00	0.00	0.00	0.00%	0.00
100-4161 Time Payment Reimbursement Fee	0.00	0.00	0.00	0.00%	0.00
Municipal Court Totals	<u>3,057.11</u>	<u>14,201.42</u>	<u>60,000.00</u>	<u>23.67%</u>	<u>45,798.58</u>
Revenue Totals	<u><u>345,104.51</u></u>	<u><u>947,612.30</u></u>	<u><u>1,657,935.00</u></u>	<u><u>57.16%</u></u>	<u><u>710,322.70</u></u>

Town of Bartonville
 Financial Statement
 As of January 31, 2020

100 - General Fund	Administration	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Salary & Benefits	18,814.71	81,791.69	239,564.00	34.14%	157,772.31
	Other	2,932.77	9,047.63	55,650.00	16.26%	46,602.37
	Contracted Service	15,539.64	40,917.79	178,100.00	22.97%	137,182.21
	Supplies	1,095.95	20,967.56	44,500.00	47.12%	23,532.44
	Maintenance	2,307.25	8,059.75	37,500.00	21.49%	29,440.25
	Administration Totals	<u>40,690.32</u>	<u>160,784.42</u>	<u>555,314.00</u>	<u>28.95%</u>	<u>394,529.58</u>

100 - General Fund	Police	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Maintenance	603.00	7,223.11	23,000.00	31.40%	15,776.89
	Salary & Benefits	30,403.93	122,496.39	445,210.00	27.51%	322,713.61
	Other	45.00	225.00	2,000.00	11.25%	1,775.00
	Contracted Service	0.00	5,684.21	7,899.00	71.96%	2,214.79
	Supplies	823.11	3,003.77	21,000.00	14.30%	17,996.23
	Police Totals	<u>31,875.04</u>	<u>138,652.47</u>	<u>499,109.00</u>	<u>27.78%</u>	<u>360,456.53</u>

100 - General Fund	Municipal Court	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Contracted Service	550.00	1,750.00	6,000.00	29.17%	4,250.00
	Salary & Benefits	1,202.72	5,466.80	23,646.00	23.12%	18,179.20
	Municipal Court Totals	<u>1,752.72</u>	<u>7,216.80</u>	<u>29,646.00</u>	<u>24.34%</u>	<u>22,429.20</u>

100 - General Fund	Transfers	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Lantana Town Center Grant	4,721.10	49,591.05	200,000.00	24.80%	150,408.95
	Transfer	0.00	0.00	373,866.00	0.00%	373,866.00
	Other	0.00	0.00	0.00	0.00%	0.00
	Transfers Totals	<u>4,721.10</u>	<u>49,591.05</u>	<u>573,866.00</u>	<u>8.64%</u>	<u>524,274.95</u>

Expense Totals

<u>79,039.18</u>	<u>356,244.74</u>	<u>1,657,935.00</u>	<u>21.49%</u>	<u>1,301,690.26</u>
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Town of Bartonville
 Financial Statement
 As of January 31, 2020

100 - General Fund	Administration	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-10-2998	Test Check	0.00	0.00	0.00	0.00%	0.00
100-10-5002	Certification Wages	184.62	830.79	2,400.00	34.62%	1,569.21
100-10-5007	Overtime Wages	0.00	0.00	0.00	0.00%	0.00
100-10-5008	Vacation Buy Back	0.00	0.00	0.00	0.00%	0.00
100-10-5012	Administrator Salary	6,338.48	28,430.78	82,400.00	34.50%	53,969.22
100-10-5013	Town Secretary Salary	6,153.86	30,092.30	82,400.00	36.52%	52,307.70
100-10-5015	Court Clerk Salary	0.00	0.00	0.00	0.00%	0.00
100-10-5016	Admin Assistant Salary	757.50	2,853.75	11,700.00	24.39%	8,846.25
100-10-5018	Longevity Pay	0.00	780.00	780.00	100.00%	0.00
100-10-5019	Mileage Pay	396.50	396.50	2,000.00	19.83%	1,603.50
100-10-5020	Retirement - TMRS	1,985.22	9,288.84	26,184.00	35.48%	16,895.16
100-10-5023	FICA	194.80	917.27	3,000.00	30.58%	2,082.73
100-10-5025	Health and Dental	1,497.32	5,888.64	22,000.00	26.77%	16,111.36
100-10-5030	Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00
100-10-5053	Advertisements and Notices	38.40	541.70	2,000.00	27.09%	1,458.30
100-10-5063	Animal Control	960.00	2,880.00	12,800.00	22.50%	9,920.00
100-10-5079	Appraisal Fees	0.00	0.00	0.00	0.00%	0.00
100-10-5080	Appraisal District	0.00	1,254.39	6,000.00	20.91%	4,745.61
100-10-5081	Audit Entries	0.00	0.00	0.00	0.00%	0.00
100-10-5082	Audit & Accounting Expense	0.00	0.00	3,750.00	0.00%	3,750.00
100-10-5102	Bank Service Charges	0.00	0.00	100.00	0.00%	100.00
100-10-5103	Banners and Signs	0.00	645.00	15,000.00	4.30%	14,355.00
100-10-5113	Building Inspections/Code Enfor	1,560.00	6,375.00	30,000.00	21.25%	23,625.00
100-10-5128	Cell Phone Charges	300.00	300.00	1,200.00	25.00%	900.00
100-10-5140	Clean Up Day	800.00	1,200.00	10,000.00	12.00%	8,800.00
100-10-5142	Codification	0.00	500.00	2,700.00	18.52%	2,200.00
100-10-5147	Computer Software	592.50	18,776.67	26,000.00	72.22%	7,223.33
100-10-5154	Contract Labor	0.00	0.00	0.00	0.00%	0.00
100-10-5157	Copier Lease/Supplies/Maint	259.05	940.88	5,000.00	18.82%	4,059.12
100-10-5158	Copier/Printing Expense and Sup	0.00	0.00	2,500.00	0.00%	2,500.00
100-10-5161	County Filing Fees	0.00	0.00	0.00	0.00%	0.00

100-10-5162 County Tax Collection	0.00	1,881.00	3,000.00	62.70%	1,119.00
100-10-5207 Dues & Certs	311.00	1,385.00	2,400.00	57.71%	1,015.00
100-10-5220 Veterans Memorial	0.00	0.00	0.00	0.00%	0.00
100-10-5225 ED Sales Tax Grants	0.00	0.00	0.00	0.00%	0.00
100-10-5226 Election Expense	0.00	0.00	12,500.00	0.00%	12,500.00
100-10-5230 Engineering/Surveying Services	0.00	4,122.39	20,000.00	20.61%	15,877.61
100-10-5275 Gas Well Inspections	6,286.30	6,286.30	24,750.00	25.40%	18,463.70
100-10-5276 Gas Well Complaint Invest.	0.00	0.00	0.00	0.00%	0.00
100-10-5281 LTC Property Tax Grant	0.00	0.00	0.00	0.00%	0.00
100-10-5303 Historic Marker	0.00	0.00	0.00	0.00%	0.00
100-10-5337 Insurance - Property & Liability	1,006.41	2,012.82	5,500.00	36.60%	3,487.18
100-10-5381 Legal	4,110.84	13,826.54	50,000.00	27.65%	36,173.46
100-10-5404 Maintenance/Repair/Cleaning	1,226.97	4,492.72	20,000.00	22.46%	15,507.28
100-10-5405 Tree Trimming	0.00	0.00	3,000.00	0.00%	3,000.00
100-10-5406 Public Transportation	0.00	0.00	1,800.00	0.00%	1,800.00
100-10-5416 Mixed Beverage	0.00	0.00	0.00	0.00%	0.00
100-10-5477 Office Supplies/Sm Ofc Equip	86.60	453.17	4,000.00	11.33%	3,546.83
100-10-5479 Operations and Supplies	157.80	796.84	4,000.00	19.92%	3,203.16
100-10-5482 Other	0.00	0.00	0.00	0.00%	0.00
100-10-5513 Planning Services	241.25	518.75	10,000.00	5.19%	9,481.25
100-10-5514 Postage	7.85	169.19	3,000.00	5.64%	2,830.81
100-10-5530 Professional Services	0.00	0.00	0.00	0.00%	0.00
100-10-5537 Publications/Subscriptions	0.00	150.75	1,000.00	15.08%	849.25
100-10-5600 Reconciliation Discrepancies	0.00	0.00	0.00	0.00%	0.00
100-10-5601 Records Management	181.25	1,073.42	6,000.00	17.89%	4,926.58
100-10-5630 Sanitarian & Health Inspections	2,200.00	2,700.00	10,000.00	27.00%	7,300.00
100-10-5703 TCEQ Fees	80.00	110.00	150.00	73.33%	40.00
100-10-5710 Town Meetings/Events	0.00	55.49	1,800.00	3.08%	1,744.51
100-10-5712 Transfer CIP - Town Hall Impr	0.00	0.00	0.00	0.00%	0.00
100-10-5713 Transfer to Street Fund	0.00	0.00	0.00	0.00%	0.00
100-10-5714 Transfer to Reserve Fund	0.00	0.00	0.00	0.00%	0.00
100-10-5715 Transfer to Capital Imp Fund	0.00	0.00	0.00	0.00%	0.00
100-10-5716 Transfer to Public Safety Fund	0.00	0.00	0.00	0.00%	0.00
100-10-5717 Travel & Training	1,695.52	4,290.50	5,000.00	85.81%	709.50
100-10-5727 Utilities	1,080.28	3,567.03	17,500.00	20.38%	13,932.97
100-10-5780 Tax Note	0.00	0.00	0.00	0.00%	0.00
100-10-6008 Equipment	0.00	0.00	0.00	0.00%	0.00

Administration Totals

<u>40,690.32</u>	<u>160,784.42</u>	<u>555,314.00</u>	<u>28.95%</u>	<u>394,529.58</u>
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100 - General Fund	Police	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-20-5002	Certification Wages	373.06	1,615.31	8,500.00	19.00%	6,884.69
100-20-5003	Police Officer Wages	8,049.60	34,131.06	154,363.00	22.11%	120,231.94
100-20-5004	Sergeant	4,555.20	20,118.83	59,225.00	33.97%	39,106.17
100-20-5007	Overtime Wages	272.37	2,883.24	15,000.00	19.22%	12,116.76
100-20-5008	Vacation Buy Back	0.00	0.00	0.00	0.00%	0.00
100-20-5014	Police Chief Salary	5,942.32	26,653.83	77,250.00	34.50%	50,596.17
100-20-5018	Longevity Pay	0.00	1,266.00	1,278.00	99.06%	12.00
100-20-5020	Retirement - TMRS	3,005.57	13,390.09	47,894.00	27.96%	34,503.91
100-20-5023	FICA	278.29	1,256.71	5,000.00	25.13%	3,743.29
100-20-5025	Health and Dental	3,712.30	12,427.96	55,000.00	22.60%	42,572.04
100-20-5029	Workers Compensation	2,315.03	4,630.06	10,000.00	46.30%	5,369.94
100-20-5030	Unemployment Benefits	4.04	11.40	0.00	0.00%	(11.40)
100-20-5084	Auto Maint/Repair/CarWash	25.50	1,252.79	8,000.00	15.66%	6,747.21
100-20-5128	Cell Phone Charges	317.84	955.28	4,200.00	22.74%	3,244.72
100-20-5134	Child Safety	0.00	0.00	0.00	0.00%	0.00
100-20-5145	Computer Maintenance	577.50	5,970.32	15,000.00	39.80%	9,029.68
100-20-5172	Criminal Invest & Background	0.00	285.21	2,000.00	14.26%	1,714.79
100-20-5204	DCSO Communications Contract	0.00	5,399.00	5,399.00	100.00%	0.00
100-20-5205	DCSO Support Contract	0.00	0.00	500.00	0.00%	500.00
100-20-5208	Dues & Memberships	0.00	0.00	1,000.00	0.00%	1,000.00
100-20-5264	Fuel & Lubricants	397.45	1,351.16	11,000.00	12.28%	9,648.84
100-20-5334	Insurance - Auto	417.00	834.00	3,000.00	27.80%	2,166.00
100-20-5336	Insurance - Police Liability	747.81	1,495.62	2,500.00	59.82%	1,004.38
100-20-5337	Insurance - Property & Liability	413.50	827.00	2,000.00	41.35%	1,173.00
100-20-5420	Motorola Solutions	0.00	0.00	0.00	0.00%	0.00
100-20-5479	Operations and Supplies	344.66	975.00	4,000.00	24.38%	3,025.00
100-20-5647	Small Equipment Purchase/Repa	81.00	121.08	2,500.00	4.84%	2,378.92
100-20-5717	Travel & Training	45.00	225.00	1,000.00	22.50%	775.00
100-20-5726	Uniform & Apparel Expense	0.00	556.53	3,500.00	15.90%	2,943.47
100-20-5785	Vehicle Replacement Fund Trans	0.00	0.00	0.00	0.00%	0.00
100-20-6008	Equipment	0.00	19.99	0.00	0.00%	(19.99)
Police Totals		<u>31,875.04</u>	<u>138,652.47</u>	<u>499,109.00</u>	<u>27.78%</u>	<u>360,456.53</u>

100 - General Fund	Municipal Court	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-30-5015	Court Clerk Salary	1,027.00	4,676.50	19,500.00	23.98%	14,823.50
100-30-5020	Retirement - TMRS	160.83	722.49	3,054.00	23.66%	2,331.51
100-30-5023	FICA	14.89	67.81	1,092.00	6.21%	1,024.19
100-30-5030	Unemployment Benefits	0.00	0.00	0.00	0.00%	0.00
100-30-5421	Municipal Court Expenses	550.00	1,750.00	6,000.00	29.17%	4,250.00
Municipal Court Totals		<u>1,752.72</u>	<u>7,216.80</u>	<u>29,646.00</u>	<u>24.34%</u>	<u>22,429.20</u>

100 - General Fund	Transfers	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-90-5713	Transfer to Street Fund	0.00	0.00	0.00	0.00%	0.00
100-90-5714	Transfer to Reserve Fund	0.00	0.00	0.00	0.00%	0.00
100-90-5720	Transfer to Economic Developm	4,721.10	49,591.05	200,000.00	24.80%	150,408.95
100-90-5721	Transfer to Vehicle/Equip Replac	0.00	0.00	16,400.00	0.00%	16,400.00
100-90-5722	Transfer to I&S Fund	0.00	0.00	357,466.00	0.00%	357,466.00
100-90-5780	Tax Note	0.00	0.00	0.00	0.00%	0.00
100-90-5999	Transfers Out	0.00	0.00	0.00	0.00%	0.00
Transfers Totals		<u>4,721.10</u>	<u>49,591.05</u>	<u>573,866.00</u>	<u>8.64%</u>	<u>524,274.95</u>
Expense Totals		<u><u>79,039.18</u></u>	<u><u>356,244.74</u></u>	<u><u>1,657,935.00</u></u>	<u><u>21.49%</u></u>	<u><u>1,301,690.26</u></u>

Address	Notes	Code
Jan 30, 2020 6:20 PM 1585 LAND FALL CIR	WE RESPONDED AND REMOVED A SKUNK FROM A TRAP	Animal Control
Jan 29, 2020 10:47 AM	Patrolled city focusing on stray animals.	Animal Control
Jan 22, 2020 1:03 PM 1215 timber ridge	we removed a skunk from a trap at this location.	Animal Control
Jan 22, 2020 12:35 PM e jeter and green oaks	we responded to a complaint for two loose dogs.	Animal Control
Jan 21, 2020 12:46 PM 812 mcmakin	we picked up and transported a contained stray dog form this location.	Animal Control
Jan 21, 2020 12:27 PM	Patrolled city focusing on stray animals.	Animal Control
Jan 18, 2020 12:42 PM 295 mayer	we responded to the location and picked up a contained dog.	Animal Control
Jan 16, 2020 12:26 PM	Patrolled city focusing on stray animals.	Animal Control

Address	Notes	Code
Jan 7, 2020 12:26 PM	Patrolled city focusing on stray animals.	Animal Control

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TOWN COUNCIL AGENDA ITEM NO. 1

CONSENT ITEM

DATE: February 18, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Consider approval of the January 21, 2020, regular meeting minutes.

SUMMARY:

The Town Council held a regular meeting on January 21, 2020.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

- Draft Minutes

RECOMMENDATION: Move to approve the minutes from a regular meeting of the Town Council held on January 21, 2020.

THE BARTONVILLE TOWN COUNCIL HELD A REGULAR MEETING ON THE 21st DAY OF JANUARY 2020, AT BARTONVILLE TOWN HALL, 1941 E. JETER RD, IN THE TOWN OF BARTONVILLE, COUNTY OF DENTON, TEXAS AT 7:00 P.M.

The Town Council met in regular meeting with the following members present:

Bill Scherer, Mayor
Jaclyn Carrington, Mayor Pro Tem, Place 2
Jeff Traylor, Councilmember Place 1
Bridget Melson, Councilmember Place 4
Josh Phillips, Councilmember Place 5

with the following member absent: Clay Sams, Councilmember Place 3

Staff Present: Michael Montgomery, Town Administrator; Tammy Dixon, Town Secretary; Bobby Dowell, Chief of Police; Gary Vickery, Town Engineer; and Ed Voss, Town Attorney.

A. CALL REGULAR MEETING ORDER

Mayor Scherer called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

Mayor Scherer led the pledge of allegiance.

C. PRESENTATIONS

1. Fiscal Year 2018-2019 Audit presentation - William C. Spore, P.C., Certified Public Accountant.

Mr. Spore provided a review of the 2018-2019 annual and advised the Town Council they could contact him should they have any questions. He Stated he did not identify any deficiencies in the internal control over financial reporting and overall the Town was in good shape. He further stated staff was doing a good job. He stated the audit will be submitted for approval at the February meeting.

D. PUBLIC PARTICIPATION/CITIZEN APPEARANCES

There were none.

E. ANNOUNCEMENTS

Announce recent and upcoming civic and social events.

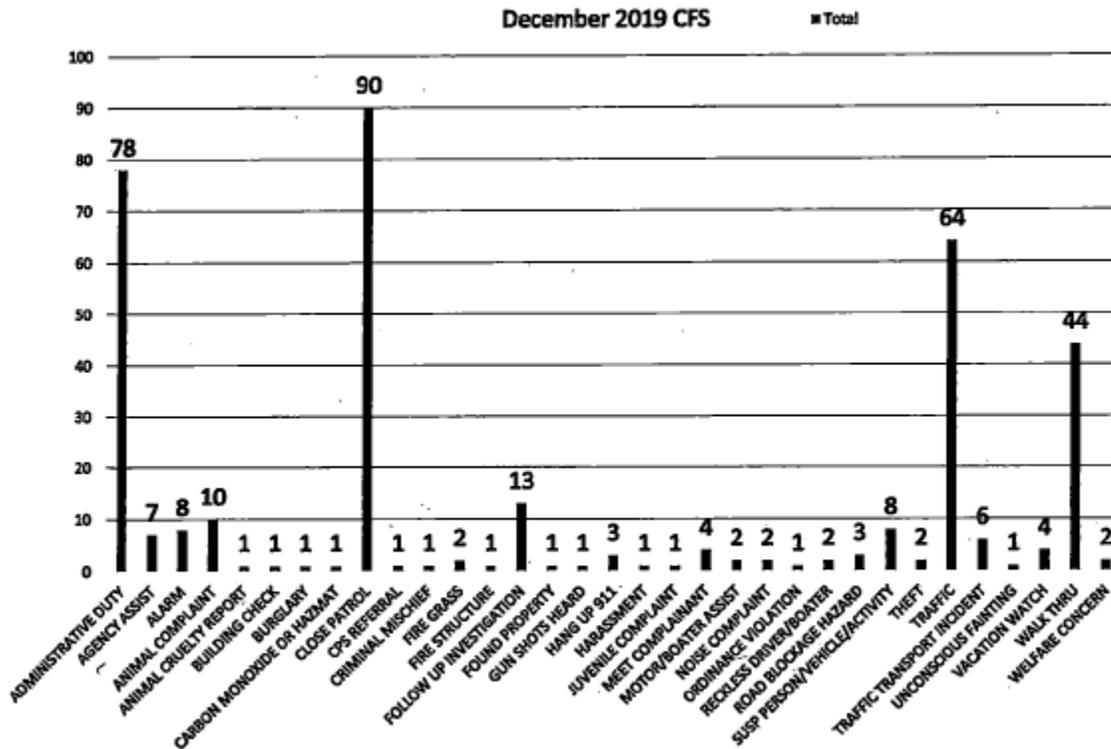
Mayor Scherer announced the following:

- The Annual Boards and Commissions Appreciation Reception would be held on Wednesday, February 5, 2020, at the Bartonville Store.
- The Town's Annual Spring Clean Up Day was scheduled for Saturday, March 28th.

F. APPOINTED REPRESENTATIVE/LIAISON REPORTS

1. Denton County Emergency Services District #1 – No report.
2. Police Chief Report - Department Statistics/Activities for December 2019.

Chief Dowell reviewed the December calls for service as follows:



Chief Dowell introduced the departments newest officer Warren Bell. Mayor Scherer administered the Oath of Office to Officer Bell.

3. Town Administrator
Monthly Reports: Financial Statement- December 2019; Animal Control Report; Boards and Commissions Reception.

Mr. Montgomery stated he received a request for a possible second left turn lane off McMakin onto FM 407. The Council directed staff to work with the Town Engineer for an estimated and to contact TxDOT to request 15 seconds be added to the signal for left turns.

4. Town Secretary – May 2, 2020 Elections

Ms. Dixon stated the Town’s General Election would be held on Saturday, May 2, 2020, for the purpose of electing a Mayor and two Councilmembers Places 2 and 4 in addition to a Special Election for the purpose to reauthorize the streets sales and use tax. She stated applications could be filed Monday through Friday beginning January 15, 2020, through February 15, 2020, at 5:00 p.m.

Ms. Dixon stated the county charges more if an entity requests to be an early voting and election day polling location. She explained she spoke the Denton County Fresh Water District about the possibility of sharing Town Hall as a location in order to reduce the expense. She stated she would provide an update at the February meeting.

G. CONSENT AGENDA

Mayor Pro Tem Carrington moved to approve consent items 1-4. Councilmember Melson seconded the motion. The items, as approved by consent, are restated below along with the approved recommendation, for the record.

1. Consider approval of the December 17, 2019, regular meeting minutes.

RECOMMENDATION: Approve the December 17, 2019, regular meeting minutes.

2. Consider approval of a resolution of the Town Council of the Town of Bartonville ordering a General Election to be held on May 2, 2020, for the purpose of electing a Mayor and two Councilmembers Places 2 and 4, for two-year terms each; and providing for a joint services contract with Denton County.

RECOMMENDATION: Approve Resolution 2020-01 of the Town Council of the Town of Bartonville ordering a General Election to be held on May 2, 2020, for the purpose of electing a Mayor and two Councilmembers Places 2 and 4, for two-year terms each; and providing for a joint services contract with Denton County.

3. Consider approval of a resolution of the Town Council of the Town of Bartonville ordering a Special Election to be held May 2, 2020, for the purpose of submitting to the qualified voters of the Town of Bartonville, Texas, a ballot proposition to reauthorize the municipal street maintenance sales and use tax at the rate of one-half of one percent to continue providing revenue for maintenance and repair of municipal streets; and providing for a joint services contract with Denton County.

RECOMMENDATION: Approve Resolution 2020-02 of the Town Council of the Town of Bartonville ordering a Special Election to be held May 2, 2020, for the purpose of submitting to the qualified voters of the Town of Bartonville, Texas, a ballot proposition to reauthorize the municipal street maintenance sales and use tax at the rate of one-half of one percent to continue providing revenue for maintenance and repair of municipal streets; and providing for a joint services contract with Denton County.

4. Consider approval of a letter of extension for the CoServ Acceptance of Franchise Ordinance No. 675-19 approved on November 19, 2019; and authorizing the Town Administrator to execute same on behalf of the Town.

RECOMMENDATION: Approve a letter of extension for the CoServ Acceptance of Franchise Ordinance No. 675-19 approved on November 19, 2019; and authorizing the Town Administrator to execute same on behalf of the Town.

VOTE ON THE MOTION

AYES: Phillips, Melson, Carrington, Traylor
NAYS: None
ABSENT: Sams
VOTE: 4/0/1

H. REGULAR ITEMS

5. Discussion and provide direction on the 2019 Residential Streets project.

Mr. Montgomery stated staff was given direction by Council to overlay new asphalt on the existing asphalt on Hunter Court after the spot repairs were addressed. A discussion ensued regarding the number of spot repairs identified and staff was directed to revert to the original plan in the contract.

6. Update on pedestrian walkway between the Bartonville Store and Bartonville Town Hall.

Ms. Dixon stated the Town of Bartonville and the Bartonville Store entered into a Shared Parking Lot Agreement in January 2019 and in order to provide a safe access between the properties and pedestrian walkway was needed.

She stated the Bartonville Community Development Corporation budgeted to construct a pedestrian walkway and worked with the Town Engineer for design and costs estimates for the construction of a sidewalk to include railings along the roadway.

Jim Fay, BCDC Board member stated the Town Engineer proposed a sidewalk all the way between the parking lots with a pedestrian railing at the headwall, and a raised sidewalk across the culvert to provide a curb that would help separate the traffic from sidewalk. He stated the Town Engineer received three proposals ranging from \$34,582 to \$57,621.

A discussion ensued regarding safety of pedestrians and asked the Board to explore options for a 2' stem wall to be included along the roadway.

7. Discuss and consider approval of an ordinance amending Attachment “A” of Section 10 entitled “Rate Adjustment” of the Exclusive Franchise Agreement for Solid Waste Collection authorizing a 2.3% CPI increase for solid waste and a 2.5% increase on disposal and recycle processing on residential, commercial, and roll off services.

Mr. Montgomery stated Waste Connections was requesting an increase in rates effective March 1, 2020. He explained the requested increase represents a 2.3% CPI increase for solid waste and a 2.5% increase on disposal and recycling. The current residential rate per home is \$10.22 for trash and \$6.15 for recycle. If approved, the new rates will be \$10.71 for trash and \$6.44 for recycle, a total of \$17.16.

Brian Culhane with Waste Connections answered questions from the Town Council.

Mayor Pro Tem Carrington moved to approve Ordinance 679-20 amending Attachment “A” of Section 10 entitled “Rate Adjustment” of the Exclusive Franchise Agreement for Solid Waste Collection authorizing a 2.3% CPI increase for solid waste and a 2.5% increase on disposal and recycle processing on residential, commercial, and roll off services. Councilmember Melson seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE 679-20

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING ATTACHMENT “A” OF SECTION 10, ENTITLED “RATE ADJUSTMENT” OF THE EXCLUSIVE FRANCHISE AGREEMENT FOR THE COLLECTION, HAULING, RECYCLING AND DISPOSAL OF MUNICIPAL SOLID WASTE, CONSTRUCTION AND DEMOLITION WASTE, AND RECYCLABLE MATERIALS IN THE TOWN OF BARTONVILLE, TEXAS, ADOPTED BY ORDINANCE 555-13, AUTHORIZING A 2.3% INCREASE IN SOLID WASTE DISPOSAL RATES AND A 2.5% INCREASE IN THE DISPOSAL AND RECYCLING RATES; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON THE MOTION

AYES: Phillips, Melson, Carrington, Traylor
NAYS: None
ABSENT: Sams
VOTE: 4/0/1

6. Public hearing consider an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A,” Article 14.02, Ordinance 361-05, Zoning regulations, to change the zoning designation of Meadowlakes Farm Addition, Lots 2R & 3R, approximately 49.91 acres, from Agriculture District (AG) to Residential Estates 5 (RE-5). The tracts of land are located at 785 & 531 West Jeter, Bartonville, Texas. *(The Planning and Zoning Commission recommended approval by a vote of 5 to 0 at their January 8, 2020, meeting.)*

Mr. Montgomery stated the Town received a request from property owner, Patrick Rodes, to rezone 49.91 acres on 785 & 531 E Jeter. The lots currently have residential homes. He explained the purpose of the request was to subdivide the two lots into three total lots. He further explained if the zoning request was approved, the applicant would need to request a variance of the minimum street frontage of 300’ to allow a minimum of 246’.

Mayor Scherer opened the public hearing at 7:47 p.m.

No one spoke in favor or opposition.

Mayor Scherer closed the public hearing at 7:47 p.m.

Councilmember Traylor moved to approve Ordinance 680-20 amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit “A,” Article 14.02, Ordinance 361-05, Zoning regulations, to change the zoning designation of Meadowlakes Farm Addition, Lots 2R & 3R, approximately 49.91 acres, from Agriculture District (AG) to Residential Estates 5 (RE-5). The

tracts of land are located at 785 & 531 West Jeter, Bartonville, Texas. Mayor Pro Tem Carrington seconded the motion. The caption of the ordinance reads as follows:

ORDINANCE NO. 680-20

AN ORDINANCE OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 14, ARTICLE 14.02, EXHIBIT “A,” THE ZONING ORDINANCE, BY CHANGING THE ZONING DESIGNATION ON APPROXIMATELY 49.91 ACRES OF LAND SITUATED MEADOWLAKES FARM ADDITION, LOTS 2R & 3R, DENTON COUNTY, TEXAS, LOCATED AT 785 & 531 WEST JETER ROAD WITHIN THE LIMITS OF THE TOWN OF BARTONVILLE, DENTON COUNTY, TEXAS, BEING MORE PARTICULARLY DESCRIBED IN EXHIBIT “A” ATTACHED HERETO, FROM A ZONING DESIGNATION OF "AG" AGRICULTURE TO A ZONING DESIGNATION OF "RE-5" RESIDENTIAL ESTATES 5, AND BY AMENDING THE OFFICIAL ZONING MAP TO REFLECT SUCH CHANGE; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; PROVIDING FOR A PENALTY; PROVIDING FOR NO VESTED RIGHTS; AND PROVIDING AN EFFECTIVE DATE.

VOTE ON THE MOTION

AYES: Phillips, Melson, Carrington, Traylor
NAYS: None
ABSENT: Sams
VOTE: 4/0/1

7. Discussion on Equestrian Centers.

Councilmember Traylor stated the past three conditional use permits for equestrian centers were all different and had different standards. He requested the Town Council conduct a work session in the future to review the definition and guidelines for equestrian centers to provide for consistency.

I. FUTURE AGENDA ITEMS/REQUESTS BY COUNCILMEMBERS TO BE ON NEXT AGENDA

Councilmember Melson requested a future discussion regard the Town having a tree lighting ceremony at the beginning of the holidays.

J. ADJOURNMENT

Mayor Scherer declared the meeting adjourned at 7:50 p.m.

APPROVED this the 18th day of February 2020.

Approved:

Bill Scherer, Mayor

Attest:

Tammy Dixon, Town Secretary



TOWN COUNCIL AGENDA ITEM NO. 2

CONSENT ITEM

DATE: February 18, 2020

FROM: Michael Montgomery, Town Administrator

ITEM: Consider acceptance of the Fiscal Year 2018-2019 Audit as prepared by William C. Spore, P.C., Certified Public Accountant.

SUMMARY:

The 2018-2019 Fiscal Year Audit was conducted in December 2019 by William C. Spore, P.C., Certified Public Accountant. Mr. Spore presented the audit during the January 21, 2021, meeting.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

- Draft Audit

RECOMMENDATION: Move to accept the Fiscal Year 2018-2019 Audit as prepared by William C. Spore, P.C., Certified Public Accountant.

TOWN OF BARTONVILLE

FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

DRAFT

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DRAFT

Independent Auditor's Report

To the Town Council
Town of Bartonville, Texas

I have audited the accompanying financial statements of the governmental activities and major funds of the Town of Bartonville, Texas as of and for the year ended September 30, 2019, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express opinions on these financial statements based on my audit. I conducted my audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinions.

Opinions

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Town of Bartonville, Texas, as of September 30, 2019, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedule, the schedule of changes in net pension liability and related ratios, the schedule of pension contributions and the schedule of changes in the total OPEB liability be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. I have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I obtained during my audit of the basic financial statements. I do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

William C. Spore, P.C.

Keller, Texas

Certified Public Accountants

January 21, 2020

TOWN OF BARTONVILLE

CITY OFFICIALS

September 30, 2019

MAYOR	Bill Scherer
MAYOR PRO TEM	Jeff Traylor
COUNCIL MEMBERS	Jaclyn Carrington
	Bridget Melson
	Josh Phillips
	Clay Sams
TOWN ADMINISTRATOR	Michael Montgomery
SECRETARY	Tammy Dixon
POLICE CHIEF	Bobby Dowell
MUNICIPAL COURT JUDGE	Robin Ramsay
ATTORNEY	Ed Voss

TOWN OF BARTONVILLE

GOVERNMENT-WIDE
STATEMENT OF NET POSITION

September 30, 2019

GOVERNMENTAL-ACTIVITIES

ASSETS

CURRENT ASSETS

Cash	\$	400,938
Receivable-Sales & Franchise Taxes		271,873
Receivable-Property Taxes		12,443
Prepaid Expenses		3,057
TOTAL CURRENT ASSETS		<u>688,311</u>

NONCURRENT ASSETS

Restricted Cash		<u>2,711,764</u>
-----------------	--	------------------

CAPITAL ASSETS

Land		119,275
Buildings & Improvements		554,814
Equipment		439,506
Infrastructure		6,969,977
Accumulated Depreciation		<u>(4,721,127)</u>
NET CAPITAL ASSETS		<u>3,362,445</u>
TOTAL ASSETS		<u><u>6,762,520</u></u>

DEFERRED OUTFLOWS OF RESOURCES

Pension Contributions After Measurement Date		47,045
OPEB Contributions After Measurement Date		61
Difference in Expected and Actual Pension Experience		6,145
Difference in Projected and Actual Earnings-Pension		41,974
TOTAL DEFERRED OUTFLOWS OF RESOURCES		<u><u>95,225</u></u>

LIABILITIES

Accounts Payable		223,117
Accrued Liabilities		156,990
Accrued Compensated Absences		21,215
General Obligation Bonds Due Within One Year		392,000
General Obligation Bonds Due in More Than One Year		1,200,000
Total OPEB Liability		21,721
Net Pension Liability		409,801
TOTAL LIABILITIES		<u><u>2,424,844</u></u>

DEFERRED INFLOWS OF RESOURCES

Diff. in Expected and Actual Pension Experience-OPEB		49
Difference in Assumption Changes-OPEB		236
TOTAL DEFERRED INFLOWS OF RESOURCES		<u><u>285</u></u>

NET POSITION

Invested in Capital Asset, Net of Related Debt		1,770,445
Restricted for Community Development		464,363
Restricted for Crime Control & Prevention		50,480
Other Purposes		6,816
Unrestricted		<u>2,140,512</u>
TOTAL NET POSITION	\$	<u><u>4,432,616</u></u>

TOWN OF BARTONVILLE

**GOVERNMENT-WIDE
STATEMENT OF ACTIVITIES**

For the Year Ended September 30, 2019

FUNCTIONS/PROGRAMS	<u>EXPENSES</u>	<u>CHARGES FOR SERVICES</u>	<u>OPERATING GRANTS & DONATIONS</u>	<u>CAPITAL GRANTS & DONATIONS</u>	<u>NET (EXPENSE) REVENUE</u>
GOVERNMENTAL ACTIVITIES:					
General Government	\$ (870,035)	\$ 320,077	\$ 260	\$ 0	\$ (549,698)
Public Safety	(539,882)	72,164	1,678	0	(466,040)
Public Works	(353,765)	0	0	0	(353,765)
Interest on Long-Term Debt	(13,971)	0	0	0	(13,971)
TOTAL GOVERNMENTAL ACTIVITIES	\$ (1,777,653)	\$ 392,241	\$ 1,938	\$ 0	(1,383,474)
GENERAL REVENUE					
Property Taxes					754,262
Sales Taxes					985,817
Franchise Fees					174,426
Interest Income					42,360
TOTAL GENERAL REVENUE					1,956,865
CHANGE IN NET POSITION					573,391
NET POSITION - BEGINNING					<u>3,859,225</u>
NET POSITION - ENDING					\$ <u>4,432,616</u>

TOWN OF BARTONVILLE

**BALANCE SHEET
GOVERNMENTAL FUNDS**

September 30, 2019

ASSETS	GENERAL FUND	CAPITAL IMPROVEMENT FUND	COMMUNITY DEVELOPMENT CORPORATION	CRIME CONTROL & PREVENTION DISTRICT	TOTAL GOVERNMENTAL FUNDS
Cash	\$ 2,527,520	\$ 55,822	\$ 446,266	\$ 83,094	\$ 3,112,702
Receivables:					
Sales Taxes, Franchise Fees & Other	229,070	0	30,634	12,169	271,873
Property Taxes	12,443	0	0	0	12,443
Interfund	(8,406)	0	8,406	0	0
Prepaid Expenses	3,057	0	0	0	3,057
TOTAL ASSETS	\$ 2,763,684	\$ 55,822	\$ 485,306	\$ 95,263	\$ 3,400,075
LIABILITIES					
Accounts Payable	\$ 205,935	\$ 0	\$ 15,250	\$ 1,932	\$ 223,117
Accrued Liabilities	146,748	0	0	0	146,748
TOTAL LIABILITIES	352,683	0	15,250	1,932	369,865
DEFERRED INFLOWS OF RESOURCES					
Unavailable Revenue-Property Taxes	12,345	0	0	0	12,345
FUND BALANCE					
Non-Spendable - Prepaid Expenses	3,057	0	0	0	3,057
Restricted For:					
Restricted to Debt Service	899,152	0	0	0	899,152
Restricted to Community Development	0	0	470,056	0	470,056
Restricted to Crime Control & Prevention	0	0	0	93,331	93,331
Restricted to Court Security & Technology	5,745	0	0	0	5,745
Restricted to Street Improvements	722,663	0	0	0	722,663
Committed To:					
Capital Improvements	0	55,822	0	0	55,822
Vehicles & Equipment	26,698	0	0	0	26,698
Roads	221,969	0	0	0	221,969
Unassigned	519,372	0	0	0	519,372
TOTAL FUND BALANCE	2,398,656	55,822	470,056	93,331	3,017,865
TOTAL LIABILITIES, DEFERRED INFLOWS AND FUND LIABILITIES	\$ 2,763,684	\$ 55,822	\$ 485,306	\$ 95,263	\$ 3,400,075

TOWN OF BARTONVILLE
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO STATEMENT OF NET POSITION

September 30, 2019

Fund Balance Above		\$ 3,017,865
Amounts reported for governmental activities in the Statement of Net Assets are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the Fund Balance Sheet.		3,362,445
Property taxes receivable are not available to pay for current period expenditures and, therefore, are deferred in the Fund Balance Sheet.		12,345
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the Fund Balance Sheet:		
2015 Tax Notes		(115,000)
2018 Tax Notes		(1,477,000)
Accrued compensated absences		(21,215)
Accrued interest		(10,242)
Net OPEB Liability and related deferred inflows and deferred outflows of resources		(23,644)
Net Pension Liability and related deferred inflows and deferred outflows of resources		(312,938)
NET POSITION OF GOVERNMENTAL ACTIVITIES		\$ <u>4,432,616</u>

TOWN OF BARTONVILLE

STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE-GOVERNMENTAL FUNDS

For the Year Ended September 30, 2019

	<u>GENERAL FUND</u>	<u>CAPITAL IMPROVEMENT FUND</u>	<u>COMMUNITY DEVELOPMENT CORPORATION</u>	<u>CRIME CONTROL & PREVENTION DISTRICT</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
REVENUES					
Property Taxes	\$ 754,021	\$ 0	\$ 0	\$ 0	\$ 754,021
Sales Taxes	784,887	0	134,653	66,277	985,817
Franchise Fees	174,426	0	0	0	174,426
Permits & Fees	316,874	0	0	0	316,874
Municipal Court	72,164	0	0	0	72,164
Grants & Donations	1,113	0	0	825	1,938
Miscellaneous Revenues	3,203	0	0	0	3,203
Interest Income	33,472	859	6,329	1,700	42,360
TOTAL REVENUES	<u>2,140,160</u>	<u>859</u>	<u>140,982</u>	<u>68,802</u>	<u>2,350,803</u>
EXPENDITURES					
General Government	702,196	0	130,289	0	832,485
Public Safety	465,528	0	0	20,329	485,857
Public Works	132,419	0	0	0	132,419
Debt Service - Principal	110,000	0	0	0	110,000
Debt Service - Interest & Related Costs	4,253	0	0	0	4,253
Capital Outlay	1,534,145	0	0	0	1,534,145
TOTAL EXPENDITURES	<u>2,948,541</u>	<u>0</u>	<u>130,289</u>	<u>20,329</u>	<u>3,099,159</u>
EXCESS REVENUES OVER (UNDER) EXPENDITURES BEDFORE OTHER SOURCES	<u>(808,381)</u>	<u>859</u>	<u>10,693</u>	<u>48,473</u>	<u>(748,356)</u>
OTHER FINANCING SOURCES (USES)					
Tax Note Proceeds	1,477,000	0	0	0	1,477,000
Transfer from Capital Improve. Fund	5,739	(5,739)	0	0	0
Transfer from Community Development	5,000	0	(5,000)	0	0
Transfer from Crime Control District	5,622	0	0	(5,622)	0
TOTAL OTHER FINANCING SOURCES	<u>1,493,361</u>	<u>(5,739)</u>	<u>(5,000)</u>	<u>(5,622)</u>	<u>1,477,000</u>
NET CHANGE IN FUND BALANCES	684,980	(4,880)	5,693	42,851	728,644
FUND BALANCE - BEGINNING	1,713,676	60,702	464,363	50,480	2,289,221
FUND BALANCE - ENDING	<u>\$ 2,398,656</u>	<u>\$ 55,822</u>	<u>\$ 470,056</u>	<u>\$ 93,331</u>	<u>\$ 3,017,865</u>

TOWN OF BARTONVILLE

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS TO
STATEMENT OF ACTIVITIES**

For the Year Ended September 30, 2019

Net Change in Fund Balance - Governmental Funds	\$	728,644
<p>Amounts reported for governmental activities in the Statement of Activities are different because:</p>		
<p>Governmental funds report capital outlay as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives as depreciation expense:</p>		
Capital assets recorded in the current period		1,534,145
Depreciation expense on capital assets		(295,098)
<p>Borrowings on long-term debt are revenues in the governmental funds, but the borrowing increases long-term liabilities in the statement of net position:</p>		
		(1,477,000)
<p>Repayment on debt principle is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position:</p>		
		110,000
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds:</p>		
Deferred Revenues - Property Taxes		241
<p>Some expenses in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the governmental funds:</p>		
Compensated absences		2,645
Accrued Interest on long-term debts		(9,718)
<p>Governmental funds report pension and OPEB expenses as they are paid into the retirement plan during the fiscal year. However, in the statement of activities, pension and OPEB expenses reflects the change in net pension and OPEB liabilities during the plan fiscal year (calendar year 2018):</p>		
		(20,468)
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	<u>573,391</u>

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES -

The Town of Bartonville operates under a Council-Mayor form of government, following the laws of a General Law Town as defined by the State of Texas. The Town provides the following services: inspection, municipal court, police, public works, and general administrative services.

The Town's financial statements are prepared in accordance with generally accepted accounting principles accepted in the United States of America (GAAP) applicable to local governments. GAAP for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB). The more significant accounting policies of the Town are discussed below:

A. REPORTING ENTITY

As required by generally accepted accounting principles, the financial statements of the reporting entity include those of the Town of Bartonville (the primary government) and its component units. The following component units are included in the Town's reporting entity because of their operational and financial relationship with the Town.

Blended component units:

The Bartonville Community Development Corporation (the B.C.D.C.) is governed by a board of seven directors, all of whom are appointed by the Town Council of the Town of Bartonville and any of whom can be removed from office by the Town's Council at its' will. The B.C.D.C. was incorporated in the state of Texas as a non-profit industrial development corporation under the Development Corporation Act of 1979. The purpose of the B.C.D.C. is to promote economic development within the Town of Bartonville.

At its May 2010 election the citizens of the Town of Bartonville approved the creation of the Town of Bartonville Crime Control and Prevention District (the B.C.C.D.) an adopted a local sales and use tax of one-quarter of one percent (.25%) to fund the B.C.C.D. The District is governed by a board of seven directors, all of whom are appointed by the Town Council of the Town of Bartonville. The purpose of the B.C.C.D. is to provide training for the Town's police officers, purchase necessary equipment and technology needed to provide a higher level of crime prevention and crime control in the District and to provide avenues to inform and educate the citizens of the District in multiple crime control topics and applications. The B.C.C.D. began collecting sales tax revenues in October 2010.

Individual audited financial statements of the component units are not issued. Management issued financial statements can be obtained from the Town's administrative offices.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

B. BASIC FINANCIAL STATEMENTS-GOVERNMENT-WIDE STATEMENTS:

The Town's basic financial statements include both government-wide (reporting the Town as a whole) and fund financial statements (reporting the Town's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Town's inspection, police, municipal court, parks, public works, and general administrative services are classified as governmental activities. The Town does not provide any business-type activities.

In the government-wide Statement of Net Position governmental activities are presented on a consolidated basis and are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Town's net position is reported in three parts- invested in capital assets, net of related debt; restricted net position; and unrestricted net position. The Town first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net costs of each of the Town's Functions (general government, public safety, and public works). The functions are also supported by general government revenues (property, sales and franchise taxes). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. Program revenues must be directly associated with the function (police, inspection). Operating grants include operating-specific and discretionary grants while capital grants reflect capital specific grants. Developer contributions for public works infrastructure are included in capital grants.

The net costs (by function) are normally covered by general revenue (property, sales, franchise taxes).

The Town does not allocate indirect costs.

This government-wide focus is more on the sustainability of the Town as an entity and the change in the Town's net position resulting from the current year's activities.

C: BASIC FINANCIAL STATEMENTS - FUND FINANCIAL STATEMENTS:

The financial transactions of the Town are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures/expenses. The various funds are reported by generic classification within the financial statements.

The Town only provides Governmental Fund type activities. The Town has presented the following major funds:

General Fund - The General Fund is the general operating fund of the Town. It is used to account for all financial resources not accounted for in other funds.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

Capital Improvement Fund - The Capital Improvement Fund is used to account for funds restricted or designated for future capital improvements.

Community Development Corporation Fund - The Community Development Corporation Fund is used to account for the financial resources of the Bartonville Community Development Corporation, a blended component unit of the Town. The fund balance of the Community Development Corporation is reserved to signify amounts that are restricted to be used for economic development within the scope of the Bartonville Community Development Corporation's by-laws.

Crime Control and Prevention District - The Crime Control and Prevention District Fund is used to account for the financial resources of the Bartonville Crime Control and Prevention District, a blended component unit of the Town. The fund balance of the Crime Control and Prevention District is reserved to signify amounts that are restricted to be used for crime control and prevention within the scope of the Bartonville Crime Control and Prevention District's governing code.

The Town does not provide any Business-type activities or have any Fiduciary Funds.

D: MEASUREMENT FOCUS/BASIS OF ACCOUNTING:

Measurement focus refers to what is being measured; basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. Basis of accounting related to the timing of the measurements made, regardless of the measurement focus applied.

1. Government-wide financial statements and fund financial statements for proprietary funds are presented using the economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus means all assets and liabilities (whether current or non-current) are included on the statement of net position and the operating statements present increases (revenues) and decreases (expenses) in total assets. Under the accrual basis of accounting revenues are recognized when earned and expenses are recognized at the time the liability is incurred.
2. Governmental fund financial statements are presented using the current financial resources measurement focus and are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e. both measurable and available. "Measurable" means the amount of the transaction can be determined and "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period (typical within 60 days after year end). Expenditures are generally recognized under the modified accrual basis of accounting when the related liability is incurred. The exception to this general rule is that principle and interest on general obligation long-term debt, if any, is recognized only when payment is due.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

3. Revenue Recognition:

The Town considers property, sales and franchise taxes as available if collected within 60 days after year end. All other governmental revenues are recognized when received.

4. Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles to local governments in the United States of America requires management and those charged with governance to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

5. New Accounting Principles:

The Town has adopted all current GASB pronouncements that are applicable to its operations and activities. The accounting principles governing the reported amounts, financial presentations, and disclosures are subject to change from time to time based on new pronouncements and / or rules issued by various standards-setting bodies. The GASB has issued the following new statements that are potentially applicable to the Town of Bartonville.

- Statement No, 91, Conduit Debt Obligation. This statement is effective for fiscal years beginning after December 15, 2020. This statement will not affect the Town.

New pronouncements not yet in effect as of September 30, 2019, are not expected to have any significant impact on the Town's financial position, results of operations, or cash flows. The Town is currently studying these new pronouncements and will adopt them in the fiscal year ending September 2020, as required.

E. FINANCIAL STATEMENT AMOUNTS:

1. Cash and cash Equivalents:

The Town has defined cash and cash equivalents to include cash on hand and demand deposits and time deposits with an original maturity of 90 days or less.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

2. Capital Assets:

Capital assets which include land, buildings, office equipment, police equipment and infrastructure (roads, bridges and drainage systems) purchased or acquired with an original cost of \$1,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, or improvements and other capital outlays that significantly extend the useful lives of assets are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation is provided using the straight-line basis over the following estimated useful lives:

Buildings	5 - 40 years
Equipment	3 - 10 years
Infrastructure	15 years

3. Restricted Resources:

When an expense is incurred for purposes for which both restricted and unrestricted resources are available the Town first applies restricted resources.

4. Compensated Absences:

The Town accrues accumulated unpaid comp and vacation time when earned by the employee. Unused compensatory time is paid upon termination. All comp and vacation time is accrued in the government-wide statements. A liability for these amounts is not recorded in the governmental fund statements and represents a reconciling item between the fund and government-wide presentations.

5. Deferred Outflows of Resources:

The Town reports decreases in net assets that relate to future periods as deferred outflows of resources in a separate section of its government-wide statement of net position. Deferred outflows of resources reported in this year's financial statement include (1) a deferred outflow of resources for contributions made to the Town's retirement plan between the measurement date of the net pension liabilities from the plan and the end of the Town's fiscal year end, (2) deferred outflows of resources related to differences between the expected and actual demographics of the Town's pension plan and (3) deferred outflows of resources related to differences in expected and actual pension investment earnings. The deferred outflows for pension contributions will be recognized in the subsequent fiscal year. The deferred outflows related to differences in actuarial assumptions for demographic factors amount will be recognized over a closed period equal to the average of the expected remaining service lives of all employees participating in the plan. Deferred outflows related to differences in expected and actual pension investment earnings will be amortized to expense over a five-year period. No deferred outflows of resources affect the governmental funds financial statements in the current year.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

6. Deferred Inflows of resources:

The Town's statement of government-wide net position reports a separate section for deferred inflows of revenues. This separate financial statement element reflects an increase in net assets that applies to a future period(s). Deferred Inflows of resources reported in this year's financial statement include (1) deferred inflows of resources related to differences between the plans' projected and actual earnings and (2) deferred inflows of resources related to changes in pension plan assumptions. The deferred inflows related to differences between expected and actual experience will be amortized to pension expense over a closed period equal to the average of the expected remaining service lives of all employees participating in the plan. The deferred inflows related to assumptions changes will be amortized to pension expense over a closed period equal to the average of the expected remaining service lives of all employees participating in the plan .

Deferred inflows of resources reported in this year's governmental funds financial statements include a deferred inflow of resources for revenues that are not considered available. The Town will not recognize the related revenues until they are available (collected no later than 60 days after the end of the Town's fiscal year) under the modified accrual basis of accounting. Accordingly, unavailable revenues from property taxes are reported in the governmental funds balance sheet as deferred inflows of resources.

7. Pensions:

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deductions from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

8. Equity Classifications:

Government-wide Statements

Equity is classified as net position and displayed in three components:

a: Invested in capital assets, net of related debt - Consists of capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Any outstanding debt is reduced by any unspent debt proceeds at the end of the fiscal year before the reduction discussed above.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

- b. Restricted net position - Consists of net assets with constraints placed on the use either (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net assets that do not meet the criteria of “restricted” or “invested in capital assets, net of related debt.”

Fund Statements

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable (prepaid expenses), restricted (by parties outside of the government or by enabling legislation), committed (by Town Council ordinance or resolution) and unassigned.

F: BUDGETS AND BUDGETARY ACCOUNTING:

The Town follows these procedures in establishing the budgetary data reflected in the financial statements:

- 1: Prior to September 1, the Town Secretary submits to the Town Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- 2: Public hearings are conducted to obtain taxpayer comments.
- 3: Prior to October 1, the budget is legally enacted through the passage of an ordinance.
- 4: Budgets for the General Fund are adopted on a basis consistent with generally accepted accounting principles (GAAP).
- 5: Unused appropriations for all of the above annually budgeted funds lapse at the end of the fiscal year.

For the fiscal year ending September 30, 2019 expenditures exceeded appropriations for the following departments and amounts:

Administration	\$ 43,105
Public Safety	\$ 4,576
Streets	\$ 149,167

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 2: DEPOSITS:

At September 30, 2018 the City's cash and cash equivalents were made up of the following:

Petty cash accounts	\$	200
Held at a local bank		2,299,235
Held at LOGIC		<u>813,267</u>
Total Cash & Cash Equivalents	\$	<u><u>3,112,702</u></u>

Cash and cash equivalents include the City's investments in LOGIC a Texas Local Government Investment Pools. These investment pool funds are readably available and are recorded at cost.

Deposit and Investment risk Disclosures:

(1) Custodial credit risk:

Custodial credit risk for deposits is the risk that, in the event of the failure of depository financial institution, the Town will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of outside parties.

At September 30, 2019, the Town's bank balances (per bank) totaled \$2,288,959. Of the bank balances, \$250,000 was covered by federal depository insurance and \$2,038,959 was secured by collateral held by the pledging Bank's agent in the name of the Town. The Town was not exposed to custodial credit risk at September 30, 2019.

Securities pledged by the Town's depository institution at September 30, 2019 are as follows:

	PAR	FMV
FFCB CALL after 5/28/19	\$ 4,500,000	\$ 4,483,409
Federal Home Loan Mtg Corp	230,000	229,469
Detroit, TX ISD	70,000	76,804
Dimmitt, TX ISD	280,000	320,435
Wimberley, TX ISD	<u>330,000</u>	<u>355,426</u>
	\$ <u><u>5,410,000</u></u>	\$ <u><u>5,465,543</u></u>

(2) Credit Risk:

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of an investment. The Town does not currently own any investments and, therefore, is not exposed to credit risk.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

(3) Concentration of credit risk:

This is the risk of loss attributable to the magnitude of the Town's investment in a single issuer. The Town does not currently own any investments and, therefore, is not exposed to concentration of credit risk.

(4) Interest rate risk:

This is the risk that changes in interest rates will adversely affect the fair value of an investment. The Town does not currently own any investments and, therefore, is not exposed to interest rate risk.

NOTE 3: COMMITTED CASH:

By Town Council resolution funds held in the "Capital Improvement" account at a local Bank are committed for Town capital improvements. At September 30, 2019, the Town had committed capital improvement funds totaling \$55,822.

By Town Council resolution funds held in the "Vehicle & Equipment" account at a local Bank are committed for future vehicle and equipment purchases. At September 30, 2019, the Town had committed vehicle and equipment funds totaling \$26,698.

By Town Council resolution funds held in the "Street Maintenance" accounts at a local Bank are committed for Town road improvements. At September 30, 2019, the Town had committed road improvement funds totaling \$221,969.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 4: CAPITAL ASSETS:

Capital asset activity for the fiscal year ended September 30, 2019 is as follows:

CAPITAL ASSETS GOVERNMENTAL ACTIVITIES	BEGINNING	ADDITIONS	DELETIONS/ TRANSFERS	ENDING
Land	\$ 119,275	\$ 0	\$ 0	\$ 119,275
Building & Improvements	550,414	4,400	0	554,814
Equipment	45,596	7,195	(4,950)	47,841
Police Equipment	385,863	5,802	0	391,665
Infrastructure	<u>5,453,229</u>	<u>1,516,748</u>	<u>0</u>	<u>6,969,977</u>
TOTAL AT HISTORICAL COST	<u>6,554,377</u>	<u>1,534,145</u>	<u>(4,950)</u>	<u>8,083,572</u>
 LESS ACCUMULATED DEPRECIATION				
Land	0	0	0	0
Building & Improvements	203,277	23,784	0	227,061
Equipment	28,598	5,787	(4,950)	29,435
Police Equipment	250,268	44,182	0	294,450
Infrastructure	<u>3,948,836</u>	<u>221,345</u>	<u>0</u>	<u>4,170,181</u>
TOTAL ACCUMULATED DEPRECIATION	<u>4,430,979</u>	<u>295,098</u>	<u>(4,950)</u>	<u>4,721,127</u>
 TOTAL CAPITAL ASSETS, NET	 <u>\$ 2,123,398</u>	 <u>\$ 1,239,047</u>	 <u>\$ 0</u>	 <u>\$ 3,362,445</u>

DEPRECIATION EXPENSE WAS CHARGED TO GOVERNMENTAL ACTIVITIES AS FOLLOWS:

General Government	\$ 29,571
Police	44,181
Public Works	<u>221,346</u>
TOTAL DEPRECIATION EXPENSE	<u>\$ 295,098</u>

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 5: LONG-TERM DEBT:

General long-term debt activity for the fiscal year is as follows:

	BEGINNING	ADDITIONS	PAYMENTS	ENDING	CURRENT PORTION
2015 Tax Notes	\$ 225,000	\$ 0	\$ 110,000	\$ 115,000	\$ 115,000
2019 Tax Notes	<u>0</u>	<u>1,477,000</u>	<u>0</u>	<u>1,477,000</u>	<u>277,000</u>
TOTAL TAX NOTES	<u>225,000</u>	<u>1,477,000</u>	<u>110,000</u>	<u>1,592,000</u>	<u>392,000</u>
Compensated Absences	<u>23,860</u>	<u>0</u>	<u>2,645</u>	<u>21,215</u>	<u>0</u>
TOTAL GOVERNMENTAL	<u>\$ 248,860</u>	<u>\$ 1,477,000</u>	<u>\$ 112,645</u>	<u>\$ 1,613,215</u>	<u>\$ 392,000</u>

A description of the Town's long-term debt is as follows:

Tax Notes:

In July 2015 the Town issued \$550,000 of tax notes for the purpose of constructing and improving streets within the Town. The notes bear interest at 1.85%, require annual principle and interest payments and have a final maturity date of August 2020. The notes are secured by an annual ad valorem tax to be assessed by the Town for payment of the notes.

In June 2019 the Town issued \$1,477,000 of tax notes for the purpose of constructing and improving streets within the Town. The notes bear interest at 2.37%, require annual principle and interest payments and have a final maturity date of August 2024. The notes are secured by an annual ad valorem tax to be assessed by the Town for payment of the notes.

Annual note payments for the Town's tax notes are as follows:

YEAR ENDING SEPTEMBER 30,	PRINCIPAL	INTEREST	TOTAL
2020	\$ 392,000	\$ 42,721	\$ 434,721
2021	290,000	28,440	318,440
2022	296,000	21,567	317,567
2023	303,000	14,552	317,552
2024	<u>311,000</u>	<u>7,371</u>	<u>318,371</u>
TOTALS	<u>\$ 1,592,000</u>	<u>\$ 114,651</u>	<u>\$ 1,706,651</u>

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 6: RETIREMENT PLAN:

A. Plan Description

The Town participates as one of 887 plans in the non-traditional, joint contributory, hybrid defined benefit plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401(a) of the Internal Revenue Code. TMRS issues a publicly available comprehensive annual financial report (CAFR) can be obtained at www.TMRS.com.

All eligible employees of the Town are required to participate in TMRS.

B. Benefits provided

TMRS provides retirement, disability and death benefits. Benefits are adopted by the governing body of the Town, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the Town-financed monetary credits with interest were used to purchase an annuity. Members choose to receive their retirement benefit in one of seven payment options. Members may also choose to receive a portion of their benefit as a partial Lump Sum Distribution in an amount equal to 12, 24 or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

The Town has adopted the following plan provisions:

	Plan Year 2018	Plan Year 2019
Employee deposit rate	7.00%	7.00%
Matching ratio (City to employee)	2 to 1	2 to 1
Years required for vesting	5	5
Service retirement eligibility (expressed as age/years of service)	60/5 or 0/20	60/5 or 0/20

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

At the December 31, 2018 valuation and measurement date, the following number of employees were covered by the benefit terms was:

Inactive employees or beneficiaries currently receiving benefits	6
Inactive employees entitled to but not yet receiving benefits	10
Active employees	<u>7</u>
	23

C. Contributions

The contribution rates for employees in TMRS are either 5%, 6% or 7% of employee gross earnings, and the Town matching percentages are either 100%, 150% or 200%, both as adopted by the governing body of the Town. Under the state law governing TMRS, the contribution rate for each Town is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees of the Town were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the Town were 15.07% and 15.39% for the calendar years 2018 and 2019 respectively. The Town’s contributions to TMRS for the fiscal year ended September 30, 2019 were \$66,194 and were equal to the required contributions.

D. Net Pension Liability or Assets

The Town’s Net Pension Liability (NPL) was measured as of December 31, 2018, and the Total Pension Liability (TPL) used to calculate the Net pension Liability was determined by actuarial valuation as of that date.

Actuarial Assumptions:

The Total Pension Liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall payroll growth	3.0% per year
Investment rate of return	6.75%, net of pension plan investment expense, including inflation

Salary increases were based on a service-related table. Mortality rates for active members, retirees, and beneficiaries were based on the gender-distinct RP2000 Combined Healthy Mortality Table, with male rates multiplied by 109% and female rates multiplied by 103%. For additional conservatism lower termination rates are used, with maximum multipliers of 75%, and the life expectancy is loaded by decreasing the mortality rates by 1% for every active member less than 15. These rates are projected on a fully generational basis by scale BB to account for future mortality improvements. For

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

disabled annuitants, the gender-distinct RP2000 Combined Healthy Mortality tables with Blue Collar Adjustment are used with males multiplied by 109% and female rates multiplied by 103% with a 3-year set-forward for both males and females. In addition, 3% minimum mortality rate is applied to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by scale to account for future mortality improvements subject to the 3% floor.

Actuarial assumptions used in the December 31, 2017 valuation were developed primarily from the actuarial investigation of experience of TMRS over the four-year period from December 31, 2010 to December 31, 2014. They were adopted in 2015 and first used in the December 31, 2015 actuarial valuation. The post retirement mortality assumption for healthy annuitants and annuity purchase rates (APRs) were updated based on a Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. In conjunction with these changes first used in the December 31, 2013 valuation, the System adopted the Entry Age Normal (EAN) actuarial cost method and a one-time change to the amortization policy. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income, to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive).

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return (Arithmetic)
Domestic Equity	17.5%	4.55%
International Equity	17.5%	6.35%
Core Fixed Income	10.0%	1.00%
Non-Core Fixed Income	20.0%	3.90%
Real Return	10.0%	3.80%
Real Estate	10.0%	4.50%
Absolute Return	10.0%	3.75%
Private Equity	5.0%	7.50%
Total	100.0%	

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

Discount Rate:

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

Changes in Net Pension Liability:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balance at December 31, 2017	\$ 1,138,552	\$ 806,853	\$ 331,699
Service Cost	59,355		59,355
Interest	77,079		77,079
Differences between expected and actual results	8,185		8,185
Changes in assumptions	0		0
Contributions - employer		62,240	(62,240)
Contributions - employee		28,974	(28,974)
Net investment income		(24,205)	24,205
Benefit Payments, including refunds of employee contributions	(52,636)	(52,636)	0
Administrative expense		(467)	467
Other		(25)	25
Net Changes	<u>91,983</u>	<u>13,881</u>	<u>78,102</u>
Balance at December 31, 2018	\$ <u>1,230,535</u>	\$ <u>820,734</u>	\$ <u>409,801</u>

Sensitivity of the net pension liability to changes in the discount rate:

The following presents the net pension liability of the Town, calculated using the discount rate of 6.75%, as well as what the Town's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	1% Decrease in Discount Rate (5.75%)	Discount Rate (6.75%)	1% Increase in Discount Rate (7.75%)
Town's Net Pension Liability	\$ <u>582,815</u>	\$ <u>409,801</u>	\$ <u>268,771</u>

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

Pension Plan Fiduciary Net Position:

Detailed information about the pension plan's Fiduciary Net Position is available in a separately-issued TMRS financial report. That report may be obtained on the Internet at www.tmr.com.

E: Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions:

For the year ended September 30, 2019 the Town recognized pension expense of \$82,697.

At September 30, 2019, the Town reported deferred outflows of resources and deferred inflows of resources related to pension from the following Sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net
Differences between expected and actual economic experience	\$ 6,145	\$ 0	\$ 6,145
Differences in assumptions	0	0	0
Differences between projected and actual investment earnings	0	41,974	(41,974)
To be recognized in the future	6,145	41,974	\$ (35,829)
Contributions subsequent to the measurement date	47,045	0	
Total	\$ 53,190	\$ 41,974	

The \$47,045 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability for the year ending September 30, 2019. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending December 31,	
2019	\$ (10,572)
2020	(3,465)
2021	(6,057)
2022	(15,735)
2023	0
Thereafter	0
	\$ (35,829)

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

NOTE 7: POST EMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB):

A: Benefit Plan Description

The Town participates in the Texas Municipal Retirement System (TMRS) administered defined benefit group-term life insurance plan known as the Supplemental Death benefits Fund (SBDF). This is a voluntary program in which participating member cities may elect, by ordinance, to provide group-term life insurance coverage for their active members, including or not including retirees. The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employer's actual earnings, for the 12-month period preceding the month of death). The death benefit for retirees is considered an other postemployment benefit (OPEB) and is a fixed amount of \$7,500. As the SDBF covers both active and retiree participants, with no segregation of assets, the SBDF is considered to be an unfunded OPED plan (i.e., no assets are accumulated).

The member city contributes to the SDBF at a contractually required rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year. The intent is not to pre-fund retiree term life insurance during employee's entire careers.

There are no assets accumulated in a trust that meets the criteria in paragraph 4 of GASB No. 75.

At the December 31, 2017 valuation and measurement date, the following number of employees were covered by the SBDF benefit plan:

Inactive employees or beneficiaries currently receiving benefits	5
Inactive employees entitled to but not yet receiving benefits	1
Active employees	<u>7</u>
	13

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

B: Total OPEB Liability

The Town’s Total OPEB Liability was measured as of December 31, 2018, and the Total OPEB Liability was determined by actuarial valuation as of that date.

Actuarial Assumptions:

The Total OPEB Liability in the December 31, 2018 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.50%
Salary Increases	3.5% to 10.5% including inflation
Discount Rate	3.71%
Retiree's share of benefit costs	\$0
Administrative expenses	All administrative expenses are paid through the Pension Trust and are accounted for under reporting requirements under GASB Statement NO. 68.
Mortality Rates-service retirees	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 103% and projected on a fully generational basis with scale BB.
Mortality Rates-disabled retirees	RP2000 Combined Mortality Table with Blue Collar Adjustment with male rates multiplied by 109% and female rates multiplied by 10#% with a e year set-forward for both males and females. The rates are projected on a fully generational basis with scale BB to account for future mortality improvements subject to a 3% floor

The discount rate was based on the Fidelity Index’s “20-year Municipal GO AA index” rate as of December 31, 2017.

The actuarial assumptions used in the December 31, 2018 valuation were based on the results of an actuarial experience study for the period December 31, 2010 to December 31, 2014.

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

Changes in Total OPEB Liability:

Balance at December 31, 2017	\$	22,062
Changes for the year		
Service Cost		952
Interest ON Total OPEB Liability		745
Differences between expected and actual results		(61)
Changes in assumptions or other inputs		(1,894)
Benefit Payments *		(83)
Net Changes		(341)
Balance at December 31, 2018	\$	21,721

Sensitivity of the OPEB liability to changes in the discount rate:

The following presents the Total OPEB liability of the Town, calculated using the discount rate of 3.31%, as well as what the Town’s Total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.31%) or 1-percentage-point higher (4.31%) than the current rate:

	1% Decrease (2.71%)	Current (3.71%)	1% Increase (4.71%)
Total OPEB Liability	\$ <u>26,913</u>	\$ <u>21,721</u>	\$ <u>17,800</u>

C: OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB:

For the year ended September 30, 2019 the Town recognized OPEB expense of \$1,726.

At September 30, 2019, the Town reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following Sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Net
Differences between expected and actual experience	\$ 0	\$ 49	\$ (49)
Differences in assumptions	1,699	236	1,935
To be recognized in the future	1,699	285	\$ <u>1,886</u>
Contributions subsequent to the measurement date	61	0	
Total	\$ <u>1,760</u>	\$ <u>285</u>	

TOWN OF BARTONVILLE

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2019

The \$61 reported as deferred outflows of resources related to OPEB resulting from contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability for the year ending September 30, 2019. Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ending December 31,		
2019	\$	29
2020		29
2021		29
2022		(302)
2023		(70)
Thereafter		0
	\$	<u>(285)</u>

NOTE 8: PROPERTY TAX:

Property tax is levied each October 1 on the assessed (appraised) value as of the prior January 1 for all real and personal property located in the Town. Taxes are due October 1, the levy date, and are delinquent after the following January 31. Property taxes at the fund level are recorded as receivables and deferred revenues at the time taxes are assessed. Revenues are recognized as the related taxes are collected.

NOTE 9: RISK MANAGEMENT

The Town is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town is a member of the Texas Municipal League Intergovernmental Risk Pool (“TMLIRP”) which is a public entity insurance risk pool. Annual contributions to TML are reported in the general fund. Management believes coverage presently purchased from TMLIRP is sufficient to preclude significant uninsured losses to the Town.

NOTE 10: SUBSEQUENT EVENTS:

The Town has evaluated all events and transactions that occurred after September 30, 2019 through the date the financial statement were available to be issued. During this period there were no subsequent events requiring disclosure.

REQUIRED SUPPLEMENTARY INFORMATION

**TOWN OF BARTONVILLE
BUDGETARY COMPARISON SCHEDULE-GENERAL FUND**

For the Year Ended September 30, 2019

RESOURCES (INFLOWS):	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
RESOURCES:				
Property Taxes	\$ 760,463	\$ 760,463	\$ 754,021	\$ (6,442)
Sales & Beverage Taxes	555,000	740,000	784,887	44,887
Franchise Fees	164,500	169,500	174,426	4,926
Permits & Development Fees	264,900	315,900	316,874	974
Municipal Court	62,700	62,700	72,164	9,464
Grants & Donations	0	0	1,113	1,113
Other Revenues	5,712	5,712	3,203	(2,509)
Interest Income	8,230	25,230	33,472	8,242
Tax Note Proceeds	1,470,000	1,470,000	1,477,000	7,000
Transfer From Community Development	5,000	5,000	5,000	0
Transfer from Crime Control District	1,000	1,000	5,622	4,622
Transfer from Capital Improv. Fund	0	0	5,739	5,739
TOTAL RESOURCES	\$ 3,297,505	\$ 3,555,505	\$ 3,633,521	\$ 78,016

CHARGES TO APPROPRIATIONS (OUTFLOWS):

ADMINISTRATION

Wages	\$ 195,036	\$ 182,036	\$ 173,236	\$ 8,800
Payroll Taxes	4,274	4,274	2,537	1,737
Retirement	29,918	29,918	26,369	3,549
Employee Medical Insurance	19,000	19,000	20,497	(1,497)
Accounting & Auditing Services	3,750	3,750	3,750	0
Appraisal & Tax Collection Services	7,000	7,000	5,017	1,983
Banners & Signs	15,000	15,000	14,446	554
Codification Services	2,700	2,700	5,667	(2,967)
Economic Development Grants	175,000	145,000	190,866	(45,866)
Elections	5,000	10,500	10,607	(107)
Engineering Services	20,000	20,000	26,428	(6,428)
Legal Services	50,000	64,000	68,436	(4,436)
Planning Services	10,000	10,000	8,888	1,112
Municipal Court	9,400	9,400	11,950	(2,550)
Records Management	6,000	6,000	4,397	1,603
Building, Parrk & Equip. Maintenance	20,000	20,000	19,133	867
Copier Lease & Supplies	5,000	5,000	3,959	1,041
IT Services & Software	26,000	26,000	24,953	1,047
Dues, Subscriptions & Public Notices	5,550	5,550	6,543	(993)
Insurance	5,500	5,500	4,114	1,386
Supplies, Postage & Printing	13,600	13,600	9,196	4,404
Town Meetings & Events	11,800	11,800	4,046	7,754
Travel & Training	7,000	7,000	4,232	2,768
Utilities	18,100	14,100	15,929	(1,829)
Tax Note Issuance Cost	0	30,000	37,000	(7,000)
Capital Outlay	1,800	1,800	9,834	(8,034)
Debt Services	0	114,250	114,253	(3)
TOTAL ADMINISTRATION	666,428	783,178	826,283	(43,105)

**TOWN OF BARTONVILLE
BUDGETARY COMPARISON SCHEDULE-GENERAL FUND**

For the Year Ended September 30, 2019

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
PUBLIC SAFETY				
Inspection & Code Enforcement	64,750	70,750	75,188	(4,438)
Animal Control	2,700	7,000	7,138	(138)
TOTAL PUBLIC SAFETY	67,450	77,750	82,326	(4,576)
POLICE:				
Wages	266,553	266,553	244,740	21,813
Payroll Taxes	5,000	5,000	3,585	1,415
Retirement	39,762	39,762	37,615	2,147
Employee Medical Insurance	37,604	37,604	40,967	(3,363)
Insurance	17,500	17,500	15,060	2,440
Vehicle Fuel	11,000	11,000	6,879	4,121
Vehicle Maintenance	8,000	8,000	2,611	5,389
Supplies & Contract Services	15,758	15,758	11,395	4,363
IT Services & Software	15,000	15,000	12,393	2,607
Dues & Memberships	1,000	1,000	646	354
Telephone	4,200	4,200	4,201	(1)
Uniforms	3,500	3,500	2,125	1,375
Travel & Training	1,000	1,000	985	15
Capital Outlay	0	0	7,563	(7,563)
TOTAL POLICE	425,877	425,877	390,765	35,112
STREETS:				
Street Maintenance & Engineering	325,000	280,000	132,419	147,581
Street Improvements	1,470,000	1,220,000	1,516,748	(296,748)
TOTAL STREETS	1,795,000	1,500,000	1,649,167	(149,167)
TOTAL APPROPRIATIONS	2,954,755	2,786,805	2,948,541	(161,736)
EXCESS OF CURRENT RESOURCES OVER (UNDER) APPROPRIATIONS	\$ 342,750	\$ 768,700	\$ 684,980	\$ (83,720)
BUDGETARY FUND BALANCE:				
BEGINNING OF YEAR	\$ 1,713,676	\$ 1,713,676	\$ 1,713,676	
END OF YEAR	\$ 2,056,426	\$ 2,482,376	\$ 2,398,656	

TOWN OF BARTONVILLE
BUDGETARY COMPARISON SCHEDULE-CAPITAL IMPROVEMENT FUND

For the Year Ended September 30, 2019

	ORIGINAL BUDGET	AMENDED BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
RESOURCES (INFLOWS):				
RESOURCES:				
Interest Income	\$ 100	\$ 100	\$ 859	\$ 759
TOTAL RESOURCES	\$ 100	\$ 100	\$ 859	\$ 759
CHARGES TO APPROPRIATIONS (OUTFLOWS):				
Transfer to Gen. Fund for Build. Improve.	\$ 5,000	\$ 5,000	\$ 5,739	\$ (739)
TOTAL APPROPRIATIONS	\$ 5,000	\$ 5,000	\$ 5,739	\$ (739)
EXCESS OF CURRENT RESOURCES OVER (UNDER) APPROPRIATIONS	\$ (4,900)	\$ (4,900)	\$ (4,880)	\$ 20
BUDGETARY FUND BALANCE:				
BEGINNING OF YEAR	\$ 60,702	\$ 60,702	\$ 60,702	
END OF YEAR	\$ 55,802	\$ 55,802	\$ 55,822	

TOWN OF BARTONVILLE
BUDGETARY COMPARISON SCHEDULE - COMMUNITY DEVELOPMENT CORPORATION

For the Year Ended September 30, 2019

	ORIGINAL BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
RESOURCES (INFLOWS):			
RESOURCES:			
Sales Taxes	\$ 110,000	\$ 134,653	\$ 24,653
Interest Income	3,600	6,329	2,729
TOTAL RESOURCES	\$ 113,600	\$ 140,982	\$ 27,382
CHARGES TO APPROPRIATIONS (OUTFLOWS):			
ADMINISTRATION			
Administrative Fees to General Fund	\$ 5,000	\$ 5,000	\$ 0
Computer Software	0	618	(618)
Consulting Services	5,000	2,198	2,802
Development Grants	150,000	87,750	62,250
Dues & Training	0	125	(125)
Legal Services	5,000	4,418	582
Marketing & Promotion	9,500	4,851	4,649
Old Town Maintenance	25,000	25,823	(823)
Postage & Supplies	1,500	156	1,344
Professional Development	1,000	0	1,000
Traffic Study	3,000	4,350	(1,350)
TOTAL APPROPRIATIONS	205,000	135,289	69,711
EXCESS OF CURRENT RESOURCES OVER (UNDER) APPROPRIATIONS	\$ (91,400)	\$ 5,693	\$ 97,093
BUDGETARY FUND BALANCE:			
BEGINNING OF YEAR	\$ 464,363	\$ 464,363	
END OF YEAR	\$ 372,963	\$ 470,056	

TOWN OF BARTONVILLE
BUDGETARY COMPARISON SCHEDULE - CRIME CONTROL & PREVENTION DISTRICT

For the Year Ended September 30, 2019

	ORIGINAL BUDGET	ACTUAL	VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)
RESOURCES (INFLOWS):			
RESOURCES:			
Sales Taxes	\$ 45,000	\$ 66,277	\$ 21,277
Grants and Donations	0	825	825
Interest Income	400	1,700	1,300
TOTAL RESOURCES	\$ 45,400	\$ 68,802	\$ 23,402
CHARGES TO APPROPRIATIONS (OUTFLOWS):			
ADMINISTRATION			
Accounting & Auditing Services	\$ 500	\$ 500	\$ 0
Compter Software & IT Services	2,475	2,475	0
Insurance	300	140	160
Legal Services	500	0	500
Minor Equipment	1,000	1,706	(706)
National Night Out & Blue Santa	3,000	5,173	(2,173)
Supplies	1,500	90	1,410
Training	0	7,881	(7,881)
Uniforms	4,450	2,364	2,086
Transfer to general Fund for:			
Administrative Services	1,000	1,000	0
Captial Purchases	30,000	4,622	25,378
TOTAL APPROPRIATIONS	44,725	25,951	18,774
EXCESS OF CURRENT RESOURCES OVER (UNDER) APPROPRIATIONS	\$ 675	\$ 42,851	\$ 42,176
BUDGETARY FUND BALANCE:			
BEGINNING OF YEAR	\$ 50,480	\$ 50,480	
END OF YEAR	\$ 51,155	\$ 93,331	

TOWN OF BARTONVILLE

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

September 30, 2019

Plan Year	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
TOTAL PENSION LIABILITY					
Service Cost	\$ 59,355	\$ 59,627	\$ 64,881	55,319	\$ 57,705
Interest (on the Total Pension Liability)	77,079	71,891	66,333	60,634	55,080
Changes in benefit terms	0	0	0	0	0
Difference between expected and actual experience	8,185	(1,885)	5,787	15,412	13,373
Change of assumptions	0	0	0	32,978	0
Benefit payments, including refunds of employee contributions	(52,636)	(52,636)	(51,439)	(53,782)	(37,472)
NET CHANGE IN TOTAL PENSION LIABILITY	<u>91,983</u>	<u>76,997</u>	<u>85,562</u>	<u>110,561</u>	<u>88,686</u>
TOTAL PENSION LIABILITY - BEGINNING	<u>1,138,552</u>	<u>1,061,555</u>	<u>975,993</u>	<u>865,432</u>	<u>776,746</u>
TOTAL PENSION LIABILITY - ENDING (a)	<u>\$ 1,230,535</u>	<u>\$ 1,138,552</u>	<u>\$ 1,061,555</u>	<u>975,993</u>	<u>\$ 865,432</u>
PLAN FIDUCIARY NET POSITION					
Contributions - Employer	\$ 62,240	\$ 54,423	\$ 46,233	40,164	\$ 53,669
Contributions - Employee	28,974	28,394	30,177	27,483	32,275
Net investment income	(24,205)	94,693	41,694	889	29,988
Benefit payments, including refunds of employee contributions	(52,636)	(52,636)	(51,439)	(53,782)	(37,472)
Administrative expense	(467)	(490)	(470)	(541)	(313)
Other	(24)	(24)	(25)	(27)	(26)
NET CHANGE IN PLAN FIDUCIARY NET POSITION	<u>13,882</u>	<u>124,360</u>	<u>66,170</u>	<u>14,186</u>	<u>78,121</u>
PLAN NET FIDUCIARY POSITION - BEGINNING	<u>806,853</u>	<u>682,493</u>	<u>616,323</u>	<u>602,137</u>	<u>524,016</u>
PLAN NET FIDUCIARY POSITION - ENDING (b)	<u>\$ 820,735</u>	<u>\$ 806,853</u>	<u>\$ 682,493</u>	<u>616,323</u>	<u>\$ 602,137</u>
NET PENSION LIABILITY (a) - (b)	<u>\$ 409,800</u>	<u>\$ 331,699</u>	<u>\$ 379,062</u>	<u>359,670</u>	<u>\$ 263,295</u>

TOWN OF BARTONVILLE

SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS

September 30, 2019

Plan Year	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Plan Fiduciary Net Position as a percentage of Total Pension Liability	66.70%	70.87%	64.29%	63.15%	69.58%
Covered employee payroll	\$ 413,912	\$ 405,629	\$ 431,101	392,611	\$ 461,070
Net Pension Liability as a percentage of covered payroll	99.01%	81.77%	87.93%	91.61%	57.11%

TOWN OF BARTONVILLE

SCHEDULE OF CHANGES IN TOTAL OPEB LIABILITY AND RELATED RATIOS

September 30, 2019

Plan Year	<u>2018</u>	<u>2017</u>
TOTAL OPEB LIABILITY		
Total OPEB Liability Beginning of Year	\$ 22,062	\$ 18,434
Changes for the year		
Service Cost	952	852
Interest on Total OPEB Liability	745	712
Changes in benefit terms	0	0
Difference between expected and actual experience	(61)	0
Change of assumptions or other inputs	(1,894)	2,105
Benefit payments	<u>(83)</u>	<u>(41)</u>
NET CHANGE IN OPEB LIABILITY	<u>(341)</u>	<u>3,628</u>
TOTAL OPEB LIABILITY - END OF YEAR	<u>\$ 21,721</u>	<u>\$ 22,062</u>
Covered employee payroll	\$ 413,912	\$ 405,629
OPEB Liability as a percentage of covered payroll	5.25%	5.44%

There are no assets accumulated in a trust that meets the criteria in paragraph 4 of GASB No. 75 to pay related benefits.

TOWN OF BARTONVILLE

SCHEDULE OF PENSION CONTRIBUTIONS

September 30, 2019

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Actuarially Determined Contribution	\$ 66,194	57,849	\$ 54,687	45,993	\$ 38,174
Contributions in relation to the actuarially determined contribution	66,194	57,849	54,687	45,993	38,174
Contribution deficiency (excess)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Covered employee payroll	431,475	386,369	428,159	430,043	356,343
Contributions as a percentage of covered employee payroll	15.34%	14.97%	12.77%	10.69%	10.71%

NOTES TO SCHEDULE OF CONTRIBUTIONS

Valuation Date:

Notes Actuarially determined contribution rates are calculated as of December 31 and become effective in January 13 months later

Methods and Assumptions Used to Determine Contribution Rates:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	25 Years
Asset Valuation Method	10 Year smoothed market; 15% soft corridor
Inflation	2.50%
Salary Increases	3.5% to 10.5%, including inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that are specific to the City's plan of benefits. Last updated for the 2015 valuation pursuant to an experience study of the period 2010 - 2014
Mortality	RP2000 Combined Mortality Table with Blue Collar Adjustment with male multiplied by 109% and female multiplied by 103% and projected on a fully generational basis with scale BB

Other Information:

Notes There were no benefit changes during the year

WILLIAM C. SPORE, P.C.
Certified Public Accountants
200 N. Rufe Snow Dr., Ste 116
Keller, TX 76248
817-421-6619

To the Town Council
Town of Bartonville

In planning and performing my audit of the financial statements of the governmental activities and major fund of the Town of Bartonville as of and for the year ending September 30, 2019, in accordance with auditing standards generally accepted in the United States of America, I considered the Town of Bartonville' internal control over financial reporting (internal control) as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the governmental unit's internal control. Accordingly, I do not express an opinion on the effectiveness of the governmental unit's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A materiel weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

My consideration of internal control was for the limited purpose described in the first paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. I did not identify any deficiencies in internal control over financial reporting that I consider to be a material weakness.

This communication is intended solely for the information and use of management and Town Council and is not intended to be and should not be used by anyone other than these specified parties.

William C. Spore, PC
Certified Public Accountants
January 21, 2020

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TOWN COUNCIL AGENDA ITEM NO. 3

CONSENT ITEM

DATE: February 21, 2020

FROM: Bobby Dowell, Police Chief

ITEM: Discuss and consider acceptance of the 2019 Racial Profiling Report

SUMMARY:

The Texas Code of Criminal Procedure, Article 2.134 Compilation and Analysis of Information Collected, requires law enforcement agencies to collect specific data on traffic stops, and report that data to the Texas Commission on Law Enforcement (TCOLE) and their governing body on an annual basis. The TCOLE report is due no later than March 1 of each year. While no timetable is established for council reporting, the report has traditionally been provided in February or March.

The attached report indicates that the department files a full report, since we regularly capture traffic stops on video camera. Videos are then stored for a minimum of 90 days.

The department must implement a process by which an individual may file a complaint or compliment with the Bartonville Police Department if the individual believes that a peace officer employed by the Bartonville Police Department has engaged in racial profiling with respect to the individual.

The department must provide public education relating to the agency's complaint process.
***Compliment / Complaint card, packet available in town lobby, and a link on department website.**

State Law requires appropriate corrective action to be taken against a peace officer employed by the Bartonville Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Bartonville Police Department's policy adopted under this article.

The report further details the number of stops resulting in motor vehicle stops in which a ticket, citation, or warning is issued and to arrests made as a result of those stops. The report breaks down the race or ethnicity of drivers stopped, whether race or ethnicity was known prior to the stop, whether a search was conducted, the number of searches that would be considered as consensual, whether the peace officer used physical force that resulted in bodily injury, the location of the stop, and the reason for the stop. ***See included document.**

The Chief Administrator must include a comparative analysis of the information compiled under Article 2.133 C.C.P. to evaluate and compare the number of motor vehicle stops, within the applicable jurisdiction, of persons who are recognized as racial or ethnic minorities and persons who are not recognized as racial or ethnic minorities. Examine the disposition of motor

vehicle stops made by officers employed by the agency, categorized according to the race or ethnicity of the affected persons, as appropriate, including any searches resulting from stops within the applicable jurisdiction. Evaluate and compare the number of searches resulting from motor vehicle stops within the applicable jurisdiction and whether contraband or other evidence was discovered in the course of those searches. ***See included document.**

The department received no racial profiling complaints in 2019.

The law requires no action on the part of town council regarding this report with the exception of acceptance.

FISCAL IMPACT:

N/A

ATTACHMENTS:

- Racial Profiling Report

RECOMMENDATION: Move to accept the 2019 Racial Profiling Report.

Bobby Dowell, Chief of Police



1941 East Jeter Road
Bartonville, Texas 76226

Bartonville Police Department

Main (817)693-5287
Fax (817)491-6367

Bartonville Police Department/Racial Profiling and Analysis Report
January 1, 2019 - December 31, 2019

Executed February 5, 2020

2019 Racial Profiling Data

1. Gender

Female	505
Male	632
Total	1137

2. Race / Ethnicity

Black	93
Asian / Pacific Islander	43
Hispanic / Latino	838
White	160
Alaska Native / American Indian	
Total	1137

3. Was race or ethnicity known prior to stop?

Yes	106
No	1031
Total	1137

4. Reason for stop?

Violation of Law	5
Pre-existing knowledge	2
Moving Traffic Violation	771
Vehicle Traffic Violation	359
Total	1137

5. Street address or approximate of the stop?

City Street	917
US Highway	181
County Road	0
State Highway	39
Total	1137

6. Was a search conducted?

Yes	30
No	1107
Total	1137

7. Reason for search?

Consent	10
Contraband	7
Probable Cause	10
Inventory	0
Incident to Arrest	3
Total	30

8. Was contraband discovered?

Yes	15
No	15
Total	30

9. Description of contraband?

Drugs	9
Currency	0
Weapons	0
Alcohol	4
Stolen Property	0
Other	2
Total	15

10 Result of the stop?

Verbal Warning	34
Written Warning	574
Citation	522
Written Warning & Arrest	1
Citation & Arrest	1
Arrest	5
Total	1137

11. Arrest based on?

Violation on Penal Code	6
Violation of Traffic Law	1
Violation of Town Ordinance	0
Outstanding Warrant	0
Total	7

12. Was physical force resulting in bodily injury used during stop?

Yes	0
No	1137
Total	1137



February 5, 2020

A comparative analysis was completed of the information compiled for the 2019 mandatory racial profiling report. The results are included below.

The percentage of ethnicities stopped to the total of motor vehicle stops (1137) were as follows.

- Black 8.16% 93
- Asian/Pacific Islander 3.78% 43
- White 73.7% 838
- Hispanic/Latino 14.07% 160
- Alaska Native/American Indian 0.26% 3

The percentage of stops resulting in searches to the total number of stops (1137) were as follows.

- Searches 2.64% 30
- Not Searched 90.68% 1031

The percentage of searches resulting in contraband found to the total number of searches (30) were as follows.

- Found 50% 15
- Not Found 50% 15

The Bartonville Police Department did not receive a single complaint during the 2019 reporting period alleging that a Bartonville police officer engaged in racial profiling.

Bobby Dowell, Chief of Police



TOWN COUNCIL AGENDA ITEM NO. 4

REGULAR ITEM

DATE: February 18, 2020

FROM: Michael Montgomery, Town Administrator

ITEM: Public hearing consider an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit "A," Article 14.02, Ordinance 361-05, the Zoning regulations for the Town of Bartonville, by amending Division I, General Requirements, Chapter 3 Site Plans, Section 3.2, General Site Plan, to add public notice provisions to that section.

SUMMARY: A member of the Town Council requested that the same public notice provisions that apply to zoning changes be applied to Site Plan submissions. Following are the current notice requirements:

A. Published Notice. Whenever published notice of a public hearing before a board or commission or the Town Council regarding a legislative or quasi-judicial decision is required under state law or this Zoning Ordinance, the Town Secretary shall cause notice to be published in a newspaper of general circulation in the Town before the fifteenth (15th) day before the date set for the required hearing. The notice shall set forth the date, time, place and purpose of the hearing, and identification of the subject property, where the decision concerns an individual tract or parcel of land.

B. Personal Notice. Whenever personal notice of a public hearing is required by state law or this Zoning Ordinance before a board or commission or the Town Council, the responsible official shall cause notice to be sent by regular mail before the tenth (10th) day before the hearing date to 1) each owner of real property located within two hundred (200) feet of the exterior boundary of the property in question, 2) to any registered neighborhood organization representing the area in which the subject property is located, 3) the applicant and/or property owner, and 4) if the matter to be considered is an appeal, to the appellant. The notice shall set forth the name of the applicant, the time, place and purpose of the hearing, identification of the subject property, and if the matter to be considered is an appeal, the name of the appellant.

1. Notice shall be sent to each owner indicated on the most recently approved municipal tax roll for land inside the Town limits, and, when required by state law, on the most recently approved county tax roll for land in the extraterritorial jurisdiction. For recently annexed land that is not included on the most recently approved municipal or county tax roll, notice may be given by publication.

2. Notice may be served by depositing the notice, properly addressed and first class postage prepaid, in the United States mail.

C. Posted Notice. Whenever this Zoning Ordinance requires that notice of a public hearing be posted on land, the Town Secretary shall cause notification signs stating the purpose of the hearing to be placed on the subject property before the tenth (10th) day prior to the first public hearing.

1. A minimum of one sign shall be placed on each street frontage. Property with multiple street frontages shall have the requisite sign on each street. Signs shall be placed in a visible, unobstructed location near the front property line.

2. The notification signs shall be left in place until final action is taken on the request for approval or development application, unless the case is formally withdrawn by the applicant prior to a final decision. It shall be the responsibility of the applicant to periodically check sign locations to verify that signs remain in place and have not been vandalized or removed. The applicant shall immediately notify the Town Secretary of any missing or defective signs. It is unlawful for a person to alter any notification sign, or to remove it while the case is pending; however, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements.

D. Notification Following Decision. Within ten (10) working days of the date of a responsible official, board, commission or Town Council determination on a development application or permit, written notification of the action shall be mailed to the applicant, stating the action taken and including all conditions imposed and times established for satisfaction of the conditions, if any. If the final decision-maker denies the application, a written statement setting forth the basis for the decision to deny the application also shall be included. Record of this notification shall be filed with the Town Secretary on the date of notification.

E. Notification of Appeal or Revocation. Whenever appeal is taken from a final decision on a development application following a public hearing, or whenever the Town is to consider revocation of a development permit which was obtained following a public hearing, personal notice of the appeal or revocation proceeding shall be provided in the manner prescribed by subsection B. If no public hearing was held prior to approval of the development application, personal notice of revocation shall be given only to the holder of the permit.

F. Special Notice. Whenever this Code requires or the Town Council prescribes that notice of a public hearing be given that differs from the requirements of this section, the responsible official shall cause such notice to be given in the manner otherwise required or prescribed.

The Planning and Zoning Commission recommended approval at its February 5, 2020, meeting by a vote of 5 to 0.

FISCAL IMPACT: N/A

ATTACHMENTS:

- Draft Ordinance
- Published Notice

RECOMMENDATION: Move to approve an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit "A," Article 14.02, Ordinance 361-05, the Zoning regulations for the Town of Bartonville, by amending Division I, General Requirements, Chapter 3 Site Plans, Section 3.2, General Site Plan, to add public notice provisions to that section.

**TOWN OF BARTONVILLE
ORDINANCE NO. ____-20**

AN ORDINANCE OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 14, ARTICLE 14.02, EXHIBIT A, ZONING ORDINANCE, BY AMENDING DIVISION I, GENERAL REQUIREMENTS, CHAPTER 3, ENTITLED “SITE PLANS,” SECTION 3.2, ENTITLED “GENERAL SITE PLAN,” TO ADD PUBLIC NOTICE PROVISIONS TO THAT SECTION; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Bartonville, Texas, is a Type A General Law Municipality located in Denton County, Texas, created in accordance with provisions of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town of Bartonville, Texas, is a general law municipality empowered under the Texas Local Government Code, Section 51.001, to adopt an ordinance or rule that is for the good government of the Town; and

WHEREAS, the Planning and Zoning Commission of the Town of Bartonville and the Town Council of the Town of Bartonville, in compliance with state law, have given the requisite notice by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all property owners generally, the governing body of the Town of Bartonville is of the opinion that said zoning ordinance should be amended as provided herein.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, THAT:

**SECTION 1.
INCORPORATION OF PREMISES**

The above and foregoing premises are true and correct legislative determinations and are incorporated herein and made a part hereof for all purposes.

**SECTION 2.
AMENDMENT ADOPTED**

From and after the effective date of this Ordinance, the Town of Bartonville Code of Ordinances, Chapter 14, Article 14.02, Exhibit A, the Zoning Ordinance, Chapter 3, entitled “Site Plans,” Section 3.2, entitled “General Site Plan,” is hereby amended by adding new Subsection M, entitled “Notice,” which shall read as follows:

“3.2 GENERAL SITE PLAN

* * *

M. Notice: All Site Plan submissions shall be subject to the noticing requirements of Appendix A.5, General Notice Requirements.”

SECTION 3. REPEALING

All provisions of the Ordinances of the Town of Bartonville, Texas, in conflict with the provisions of this Ordinance shall be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4. SEVERABILITY

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

SECTION 5 SAVINGS

An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Comprehensive Zoning Ordinance, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

SECTION 6. PENALTY

Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Bartonville, Texas, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two thousand dollars (\$2,000.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 7.
ENGROSS AND ENROLL**

The Town Secretary of the Town of Bartonville is hereby directed to engross and enroll this Ordinance by copying the exact Caption and the Effective Date clause in the minutes of the Town Council of the Town of Bartonville and by filing this Ordinance in the Ordinance records of the Town.

**SECTION 8.
PUBLICATION**

The Town Secretary of the Town of Bartonville is hereby directed to publish in the Official Newspaper of the Town of Bartonville the Caption and the Effective Date of this Ordinance for two (2) days.

**SECTION 9.
EFFECTIVE DATE**

This Ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law in such cases provide.

AND IT IS SO ORDAINED.

PASSED AND APPROVED on this the _____ day of _____, 2020.

APPROVED:

Bill Scherer, Mayor

(Seal)

ATTEST:

Tammy Dixon, Town Secretary

DENTON RECORD-CHRONICLE
P.O. BOX 369
DENTON TX 76202
(940)566-6800

ORDER CONFIRMATION (CONTINUED)

Salesperson: David Payne

Printed at 01/16/20 11:20 by dpayn-dm

Acct #: 232

Ad #: 23873

Status: New WHOLD WHOI

The Planning and Zoning Commission for the Town of Bartonville, Texas, will conduct the first of two public hearings at **6:00 p.m. on Wednesday, February 5, 2020, at Bartonville Town Hall, 1941 E. Jeter Road, Bartonville, Texas**, to hear public comment and consider recommendations to the Town Council regarding an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 14, Exhibit "A," Article 14.02, Ordinance 361-05, the Zoning regulations for the Town of Bartonville, by amending Division I, General Requirements, Chapter 3 Site Plans, Section 3.2, General Site Plan. The Town Council will conduct the second Public Hearing at **7:00 p.m. on Tuesday, February 18, 2020, at Bartonville Town Hall, 1941 E. Jeter Road, Bartonville, Texas**, to hear public comment and consider the recommendations of the Planning and Zoning Commission. All interested parties are encouraged to attend.

drc 01/17/2020



TOWN COUNCIL AGENDA ITEM NO. 5

REGULAR ITEM

DATE: February 18, 2020

FROM: Michael Montgomery, Town Administrator

ITEM: Consider approval of an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 6, "Health and Sanitation," Article 6.04, "Grass, Weeds, Brush and Other Vegetation," by amending sections 6.04.001, "Definitions," 6.04.002, "Prohibited Conditions," and 6.04.003, "Duty to Cut and Remove".

SUMMARY:

The proposed ordinance would amend the maintenance of vegetation within the Town's rights-of-way to include the parkway, the area between the edge of a street or roadway and the adjacent owner's property line, to ensure the ordinance covers all property owners within the Town.

FISCAL IMPACT:

N/A

ATTACHMENTS:

- **Draft Ordinance (Clean)**
- **Draft Ordinance (Redline)**

RECOMMENDATION: Move to approve an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 6, "Health and Sanitation," Article 6.04, "Grass, Weeds, Brush and Other Vegetation," by amending sections 6.04.001, "Definitions," 6.04.002, "Prohibited Conditions," and 6.04.003, "Duty to Cut and Remove".

Sec. 6.04.001 Definitions

Brush. Scrub vegetation or dense undergrowth.

Objectionable or unsightly matter. Any matter, condition, or object which would be objectionable or unsightly to a person of ordinary sensitivities.

Parkway. That area between the edge of a street or roadway and the adjacent owner's property line.

Weeds. Uncultivated vegetation, including but not limited to grasses, of a height in excess of twelve (12) inches.

Sec. 6.04.002 Prohibited conditions

- (a) Grass, weeds or brush. It is an offense for any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town, to suffer, permit, or allow uncultivated grass, weeds, or brush, to grow to a height greater than twelve inches (12") on average upon such premises, including along the sidewalk or street adjacent to the premises between the property line and the curb or, if there is no curb, between the property line and the driving surface. ~~Grass, weeds or brush. It shall be unlawful and it is hereby declared to be a public nuisance for a any person, including the owner or tenant, or for a representative of any nonresident owner or tenant of any lot of parcel of real estate, or any other premises or parts thereof, whether vacant or occupied, within the town, to allow grass, weeds, or brush of any description to grow or flourish in the area from the fence to the centerline of the road, or, in areas where there is no fence, in the area from the centerline of the road to a line twenty five (25) feet into the property, without having such grass, weeds or brush cut and kept short at all times to a height not greater than twelve (12) inches from the surface of the ground.~~

- (b) Dead or damaged trees. It is an offense for any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town, ~~it shall be unlawful for any owner or occupant of any lot or premises in the town~~ to allow or permit the existence of any type of tree on such lot when such tree is dead or damaged and such condition poses a serious threat to property or life on such adjacent lot or an adjacent public right-of-way, and such condition is hereby declared to be a nuisance in the town.

Sec. 6.04.003 Duty to cut and remove

- (a) It shall be the primary duty of any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town ~~the owner or tenant of the premises within the town~~ to cut and remove all weeds, grass or brush as often as may be necessary to comply with the provisions of this code. In any prosecution for a violation of this article, ~~the owner shall not be permitted to plead or show evidence it shall not be a defense~~ that the occupant or tenant of the property is

~~the person against whom the charges should be brought~~ was responsible for maintaining the property under this article.

- (b) It shall be unlawful for any person, owning, leasing, claiming, occupying, or having supervision or control of any real property within the town as the owner, tenant or agent of any owner or tenant of premises within the town, to leave any unsightly piles or windrows of debris or weeds, grass or brush which could serve as a habitat for rodents or other vectors of disease on such premises after such weeds, grass or brush have been cut, and it shall be the duty of such owner, tenant or agent to remove such weeds, grass or brush and to ensure that same is cut from premises to prevent unsanitary conditions from occurring on such premises.
- (c) Any grass, weeds or brush that is cut shall be removed from the premises promptly and be disposed of in an appropriate manner.
- (d) A person commits an offense if the person owns, occupies or controls any property within the corporate limits of the town and fails to maintain the parkway adjacent to the property free of weeds, grass or uncultivated plants that exceed twelve inches (12") in height or if weeds, grass or uncultivated plants in excess of twelve inches (12") are allowed to remain on such premises after they have been cut.

**TOWN OF BARTONVILLE
ORDINANCE NO. _____**

AN ORDINANCE OF THE TOWN OF BARTONVILLE, TEXAS, AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 6, “HEALTH AND SANITATION,” ARTICLE 6.04, “GRASS, WEEDS, BRUSH AND OTHER VEGETATION,” BY AMENDING SECTIONS 6.04.001, “DEFINITIONS,” 6.04.002, “PROHIBITED CONDITIONS,” AND 6.04.003, “DUTY TO CUT AND REMOVE”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR A PENALTY; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Bartonville, Texas, is a Type A General Law Municipality located in Denton County, Texas, created in accordance with provisions of the Texas Local Government Code and operating pursuant to the enabling legislation of the State of Texas; and

WHEREAS, the Town of Bartonville, Texas, is a general law municipality empowered under the Texas Local Government Code, Section 51.001, to adopt an ordinance or rule that is for the good government of the Town; and

WHEREAS, the Town Council of the Town of Bartonville (“Town Council”), has determined that amendments to the Town’s grass, weeds, brush and other vegetation provisions will help promote the orderly maintenance of grass, weeds, and other vegetation on private property, including such property located between the edge of a street or roadway and the adjacent property line, within the Town limits, and is desirable for providing for the health, safety and welfare of the citizens of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, THAT:

**SECTION 1.
INCORPORATION OF PREMISES**

The above and foregoing premises are true and correct legislative determinations and are incorporated herein and made a part hereof for all purposes.

**SECTION 2.
AMENDMENTS ADOPTED**

From and after the effective date of this Ordinance, the Town of Bartonville Code of Ordinances, Chapter 6, entitled “Health and Sanitation,” Article 6.04, entitled “Grass, Weeds Brush, and Other Vegetation,” is hereby amended by repealing in their entirety Section 6.04.001, entitled “Definitions,” Section 6.04.002, entitled “Prohibited Conditions,” and Section 6.04.003,

entitled “Duty to Cut and Remove,” and replacing said sections with new Section 6.04.001, entitled “Definitions,” new Section 6.04.002, entitled “Prohibited Conditions,” and new Section 6.04.003, entitled “Duty to Cut and Remove,” which new sections shall read as follows:

“Sec. 6.04.001 Definitions

Brush. Scrub vegetation or dense undergrowth.

Objectionable or unsightly matter. Any matter, condition, or object which would be objectionable or unsightly to a person of ordinary sensitivities.

Parkway. That area between the edge of a street or roadway and the adjacent owner's property line.

Weeds. Uncultivated vegetation, including but not limited to grasses, of a height in excess of twelve (12) inches.

Sec. 6.04.002 Prohibited conditions

- (a) Grass, weeds or brush. It is an offense for any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town, to suffer, permit, or allow uncultivated grass, weeds, or brush, to grow to a height greater than twelve inches (12”) on average upon such premises, including along the sidewalk or street adjacent to the premises between the property line and the curb or, if there is no curb, between the property line and the driving surface.
- (b) Dead or damaged trees. It is an offense for any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town, to allow or permit the existence of any type of tree on such lot when such tree is dead or damaged and such condition poses a serious threat to property or life on such adjacent lot or an adjacent public right-of-way, and such condition is hereby declared to be a nuisance in the town.

Sec. 6.04.003 Duty to cut and remove

- (a) It shall be the primary duty of any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town to cut and remove all weeds, grass or brush as often as may be necessary to comply with the provisions of this code. In any prosecution for a violation of this article, it shall not be a defense that the occupant or tenant of the property was responsible for maintaining the property under this article.
- (b) It shall be unlawful for any person owning, leasing, claiming, occupying, or having supervision or control of any real property within the town, to leave any unsightly piles or windrows of debris or weeds, grass or brush which

could serve as a habitat for rodents or other vectors of disease on such premises after such weeds, grass or brush have been cut, and it shall be the duty of such owner, tenant or agent to remove such weeds, grass or brush and to ensure that same is cut from the premises to prevent unsanitary conditions from occurring on such premises.

- (c) Any grass, weeds or brush that is cut shall be removed from the premises promptly and be disposed of in an appropriate manner.
- (d) A person commits an offense if the person owns, occupies or controls any property within the corporate limits of the town and fails to maintain the parkway adjacent to the property free of weeds, grass or uncultivated plants that exceed twelve inches (12”) in height or if weeds, grass or uncultivated plants in excess of twelve inches (12”) are allowed to remain on such premises after they have been cut.”

SECTION 3. REPEALING

All provisions of the Ordinances of the Town of Bartonville, Texas, in conflict with the provisions of this Ordinance shall be, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4. SEVERABILITY

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

SECTION 5. SAVINGS

An offense committed before the effective date of this Ordinance is governed by prior law and the provisions of the Town of Bartonville Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**SECTION 6.
PENALTY**

Any person, firm or corporation violating any of the provisions or terms of this Ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Bartonville, Texas, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense; and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 7.
ENGROSS AND ENROLL**

The Town Secretary of the Town of Bartonville is hereby directed to engross and enroll this Ordinance by copying the exact Caption and the Effective Date clause in the minutes of the Town Council of the Town of Bartonville and by filing this Ordinance in the Ordinance records of the Town.

**SECTION 8.
PUBLICATION**

The Town Secretary of the Town of Bartonville is hereby directed to publish in the Official Newspaper of the Town of Bartonville the Caption and the Effective Date of this Ordinance for two (2) days.

**SECTION 9.
EFFECTIVE DATE**

This Ordinance shall take effect immediately from and after its passage and the publication of its caption, as the law in such cases provide.

AND IT IS SO ORDAINED.

PASSED AND APPROVED by the Town Council of the Town of Bartonville, Texas, on the _____ day of _____, 2020.

APPROVED:

Bill Scherer, Mayor

(Seal)

ATTEST:

Tammy Dixon, Town Secretary

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TOWN COUNCIL AGENDA ITEM NO. 6

REGULAR ITEM

DATE: February 18, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Consider approval of an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 7, Municipal Court, by repealing in its entirety Article 7.02, entitled "Fines, Costs and Special Expenses" and adopting a new Article 7.02, Entitled "Fines, Costs, and Special Expenses".

SUMMARY:

Senate Bill 346 of the 86th Legislature consolidated and allocated criminal court costs. This item is to bring our ordinances in compliance with State Law.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

Ed Voss, Town Attorney, has reviewed the draft ordinance.

ATTACHMENTS:

- Draft Ordinance

RECOMMENDATION: Move to approve an ordinance amending the Town of Bartonville Code of Ordinances, Chapter 7, Municipal Court, by repealing in its entirety Article 7.02, entitled "Fines, Costs and Special Expenses" and adopting a new Article 7.02, Entitled "Fines, Costs, and Special Expenses".

**TOWN OF BARTONVILLE
ORDINANCE NO.**

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE AMENDING THE TOWN OF BARTONVILLE CODE OF ORDINANCES, CHAPTER 7, MUNICIPAL COURT, BY REPEALING IT ITS ENTIRETY ARTICLE 7.02 ENTITLED “FINES, COSTS AND SPECIAL EXPENSES” AND REPLACING IT WITH A NEW ARTICLE 7.02 ENTITLED “FINES, COSTS, AND SPECIAL EXPENSES”; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR ENGROSSMENT AND ENROLLMENT; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Bartonville, Texas ("Town"), is a general law municipality and is authorized to enact regulations as necessary to protect the health, safety and welfare of the public and, may enact ordinances relative to its citizens' health, safety, and welfare that are not inconsistent with the Constitution and laws of the State; and

WHEREAS, the Town has created a Municipal Court, having concurrent jurisdiction with the justice court in criminal cases that arise in the Town and that are punishable by fine only; and

WHEREAS, Senate Bill 346 of the 86th Legislature ("SB 346") consolidated and allocated criminal court costs contained in current law; and

WHEREAS, SB 346 has a preemptive effect on ordinances adopted prior to its effective date of January 1, 2020; and

WHEREAS, the Town Council finds and determines that the fees and costs adopted by this Ordinance are in compliance with the provisions and intent of SB 346, and are thus, revenue neutral to the greatest extent possible; and

WHEREAS, all statutory and constitutional requirements for the passage of this Ordinance have been adhered to, including but not limited to the Open Meetings Act.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, THAT:

SECTION 1.

All of the above premises are found to be true and correct legislative determinations and are incorporated into the body of this Ordinance as if copied in their entirety.

SECTION 2.

Chapter 7, Municipal Court, Article 7.02, Fines, Costs and Special Expenses, is amended and replaced, which shall read as following:

“ARTICLE 7.02 FINES, COSTS AND SPECIAL EXPENSES

Sec. 7.02.001 Municipal Court building security fund

- (a) There is hereby created a Municipal Court Building Security Fund.
- (b) The Municipal Court Building Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.
- (c) The money deposited in the Municipal Court Building Security Fund may be used to the extent permissible under state law.

Sec. 7.02.002 -Local truancy prevention and diversion fund

- (a) There is hereby created a local Truancy Prevention and Diversion Fund.
- (b) The local Truancy Prevention and Diversion Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.
- (c) A fund created under this section may be used to the extent permissible under state law.

Sec. 7.02.003 - Municipal Court technology fund

- (a) There is hereby created a Municipal Court Technology Fund.
- (b) The Municipal Court Technology Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.
- (c) The money deposited in the Municipal Court Technology Fund may be used to the extent permissible under state law.

Sec. 7.02.004 - Municipal jury fund

- (a) There is hereby created a Municipal Jury Fund.

- (b) The Municipal Jury Fund consists of money allocated to the funds under Texas Local Government Code Sections 134.103.
- (c) The money deposited in the Municipal Jury Fund may be used to the extent permissible under state law.

Sec. 7.02.005 – Collection costs on debts

There is hereby imposed an additional penalty of thirty percent (30%) as collection costs on debts owing to the town municipal court such as fines, fees, restitution, and other debts or costs, other than forfeited bonds, ordered to be paid by the town municipal court, and more than sixty (60) days past due. Such collection costs shall be imposed on all such debts and accounts receivable as may be referred to an outside agency designated for the collections thereof.”

SECTION 4.

This Ordinance shall be cumulative of all provisions of Ordinances of the Town of Bartonville, 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.

SECTION 5.

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

SECTION 7.

The Town Secretary of the Town of Bartonville is hereby directed to engross and enroll this Ordinance by copying the exact Caption and the Effective Date clause in the minutes of the Town Council of the Town of Bartonville and by filing this Ordinance in the Ordinance records of the Town.

SECTION 8.

The Town Secretary of the Town of Bartonville is hereby directed to publish in the Official Newspaper of the Town of Bartonville the Caption and the Effective Date of this Ordinance for two (2) days.

SECTION 9.

EFFECTIVE DATE

This Ordinance shall be in full force and effect upon passage and publication in the official newspaper.

AND IT IS SO ORDAINED.

PASSED AND APPROVED by the Town Council of the Town of Bartonville, Texas, on the _____ day of _____ 2020.

APPROVED:

Bill Scherer, Mayor

ATTEST:

Tammy Dixon, Town Secretary

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TOWN COUNCIL AGENDA ITEM NO. 7

REGULAR ITEM

DATE: February 18, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Update on pedestrian walkway between the Bartonville Store and Bartonville Town Hall.

SUMMARY:

At the January 21, 2020, Town Council meeting, it was requested that the Town Engineer explore the possibility of installing a 2' stem wall along the roadway.

Town Engineer Gary Vickery reviewed all the options with his Traffic Engineer, and it was recommended not to utilize a railing, wall, or bollards along the roadway side as it would require a crash barrier on each end and there isn't enough room.

It is the Town Engineer's recommendation that the sidewalk be installed all the way between the parking lots with a pedestrian railing at the headwall, and a raised sidewalk across the culvert to provide a 6" curb that would help separate the traffic from sidewalk.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

- Drawing

RECOMMENDATION: No action required.



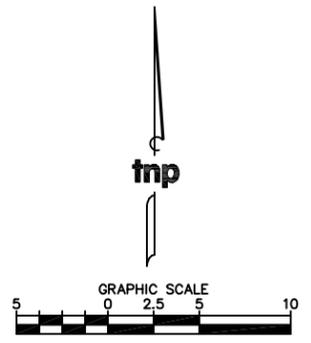
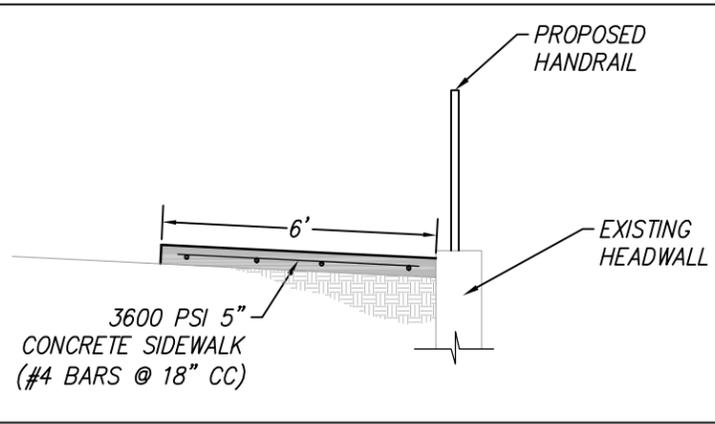
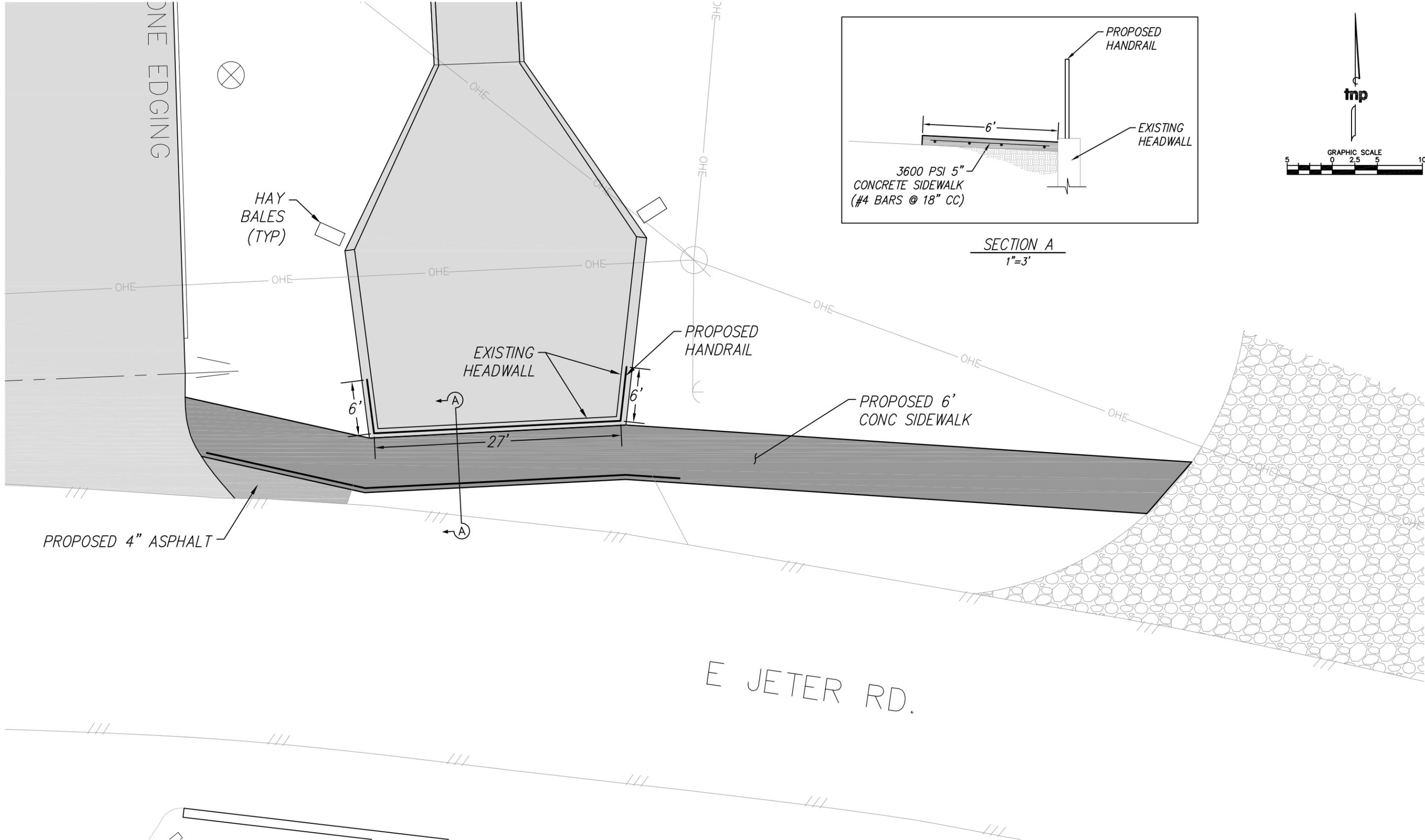
Pedestrian Rail

6' Concrete Sidewalk

6" Concrete Curb

4" Asphalt

Drawing: Q:\PROJECTS\BRT1020\cadd\utility\sketch\Exhibit_Rev.dwg at Feb 13, 2020 - 3:32pm by gldani
Layout: Layout1
Project: x-base-01200.dwg - 11x17 exhibit border.dwg



E JETER RD.



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1517 Centre Place Drive, Suite 320
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TBPE Registration No. F-230
www.tnpinc.com

Town of Bartonville
Sidewalk Exhibit

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TOWN COUNCIL AGENDA ITEM NO. 8

REGULAR ITEM

DATE: February 18, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Discussion on Chair term limits for Boards and Commissions.

SUMMARY:

This item was requested by Councilmember Traylor.

Currently there are no term limits for the Chair position on Boards and Commission. The Town Council may set term limits for the Chair position of the Board of Adjustment and Planning and Zoning Commission; however, pursuant to State Law, may not set term limits to the President/Chair of the Crime Control District or the Bartonville Community Development Corporation.

The members of the Boards elect their own Chair on an annual basis.

Following are excerpts from the Town's ordinances along with proposed language if the Town Council desires to create term limits to the Chair positions.

Planning and Zoning – Town Ordinance

Article 1.04 Boards, Commissions, Committees, Division 2. Planning and Zoning Commission

Sec. 1.04.032 Appointment of members; term; removal

Members shall be appointed to serve staggered terms or until their successors are appointed. Each member appointed or reappointed shall serve for a full two-year term unless he resigns or is removed as herein provided. Any member may be removed by the mayor with the consent of the town council, after public hearing and for cause shown in writing if such is requested by the member against whom the action is sought.

Sec. 1.04.035 Meetings and organization

The planning and zoning commission shall meet once each month and at such other times as the chairman or the majority of the members of the commission may direct. **The commission shall appoint its own chairman and vice-chairman and shall adopt rules for the conduct of meetings and such other activities as may be appropriate.** No person shall serve as Chair for more than successive two-year term(s) beginning _____. Three members of the commission shall constitute a quorum. However, no portion of the comprehensive plan shall be adopted by less than the affirmative vote of a majority of the entire commission.

Board of Adjustment – Town Ordinance

Article 1.04 Boards, Commissions, Committees, Division 3. Board of Adjustment

Sec. 1.04.062 Organization and procedures

(a) Membership. The board shall consist of five (5) citizens as full-time members of the board and two (2) citizens as alternate members of the board who shall serve in the absence of one or more regular members when requested to do so by the mayor. Each board member and alternate board member is to be appointed or reappointed by the mayor and confirmed by the town council for staggered terms of two (2) years, respectively. Each member of the board shall be removable for just cause by the town council upon written charges and after a public hearing. Vacancies shall be filled by the town alternate member whose term becomes vacant. The board shall elect its own chairman, who shall serve for a period of one (1) year or until his successor is elected. No person shall serve as Chair for more than successive two-year term(s) beginning _____.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

This item was been reviewed with the Town Attorney.

ATTACHMENTS:

N/A

RECOMMENDATION: Discussion item only.