



AGENDA
BARTONVILLE TOWN COUNCIL

REGULAR MEETING

JUNE 16, 2020

6:30 PM

In accordance with order of the Office of the Governor issued March 31, 2020, and in accordance with subsequent orders issued by Office of the Governor issued after that date, the Bartonville Town Council will conduct a regular meeting at Town Hall, 1941 E. Jeter Road, Bartonville, Texas 76226 AND by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The meeting agenda is posted online at www.townofbartonville.com.

The link to the video conference is www.townofbartonville.com/videmeeting *Please note there is an approximate 30 second delay.*

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. The public toll-free dial-in number to participate in public comment is 877 853 5257, the meeting ID number is **823 9155 4248** and the passcode is **222859**. To request to speak at the appropriate time, enter *9.

The identity of each speaker must be clearly stated prior to speaking.

A. CALL MEETING TO ORDER

B. CLOSED SESSION

The Town Council to convene into a closed meeting pursuant to Texas Government Code Chapter 551, section 551.071 to discuss matters relating to consultation with Town Attorney as follows:

- a. Consultation with Town Attorney regarding Ordinance 687-20 declaring a local state of disaster due to a public health emergency.
- b. Consultation with Town Attorney regarding legal issues related to police operations.
- c. Consultation with Town Attorney regarding legal issues related to hunting within the Town’s limits.

C. RECONVENE OPEN MEETING

The Town Council to reconvene into an open meeting and consider action, if any, on items discussed in closed session.

D. PLEDGE OF ALLEGIENCE

E. PUBLIC PARTICIPATION

F. APPOINTED REPRESENTATIVE/LIAISON REPORTS

1. Police Chief Report - Department Statistics/Activities for May 2020

2. Town Administrator

- Monthly Reports for May: Financial Statement; Engineering Report; Animal Control Report

G. 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 May 13, 2020, Town Council special meeting minutes.
2. Consider approval of the May 19, 2020, Town Council regular meeting minutes.
3. Consider approval of an Agreement for Advertising Services between Denton County, Texas, and the Bartonville Community Development Corporation.

H. REGULAR ITEMS

4. Discuss and consider approval on an Interlocal Agreement between the Denton County Commissioners Court and the Town of Bartonville for the administration and distribution of a portion of Denton County's CARES Act funds in accordance with the Guidance from the United States Treasury Department; and authorization for the Mayor to execute the same on behalf of the Town.
5. Discussion on Bartonville Clean Up Day Event.
6. Discussion on scheduling a date for FY 20-21 budget work session.

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

J. 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, June 12, 2020, at 7:35 p.m. at least 72 hours prior to the time of said meeting.

A handwritten signature in blue ink that reads "Tammy Dixon". The signature is written in a cursive style and is positioned above a horizontal line.

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.

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Monthly Finance Report As of May 31, 2020

General Fund Revenues

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Other/Transfer	203.45	15,792.89	19,000.00	83.12%	3,207.11
Property Taxes	2,022.28	818,969.46	814,385.00	100.56%	(4,584.46)
Sales Tax	54,689.55	400,646.67	485,000.00	82.61%	84,353.33
Permits	2,350.00	91,628.48	117,150.00	78.21%	25,521.52
Franchise Fees	7,644.27	138,017.86	157,500.00	87.63%	19,482.14
Development Fees	250.00	3,200.00	4,900.00	65.31%	1,700.00
Municipal Court	1,500.84	30,648.45	60,000.00	51.08%	29,351.55
Revenue Totals	68,660.39	1,498,903.81	1,657,935.00	90.41%	159,031.19

General Fund Expenses

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Expense Summary					
Other	621.34	19,149.39	57,650.00	33.22%	38,500.61
Salary & Benefits	43,388.95	443,589.64	708,420.00	62.62%	264,830.36
Not Categorized	841.40	841.40	0.00	0.00%	(841.40)
Contracted Service	13,352.79	102,247.39	191,999.00	53.25%	89,751.61
Supplies	1,924.84	32,865.79	65,500.00	50.18%	32,634.21
Lantana Town Center Grant	30,996.45	123,202.93	200,000.00	61.60%	76,797.07
Maintenance	3,829.12	31,160.83	60,500.00	51.51%	29,339.17
Transfer	0.00	373,866.00	373,866.00	100.00%	0.00
Capital	0.00	19.99	0.00	0.00%	(19.99)
Expense Totals	94,954.89	1,126,943.36	1,657,935.00	67.97%	530,991.64

Notes:

- Sales Tax for May was up 5.57% compared to May of last year.



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

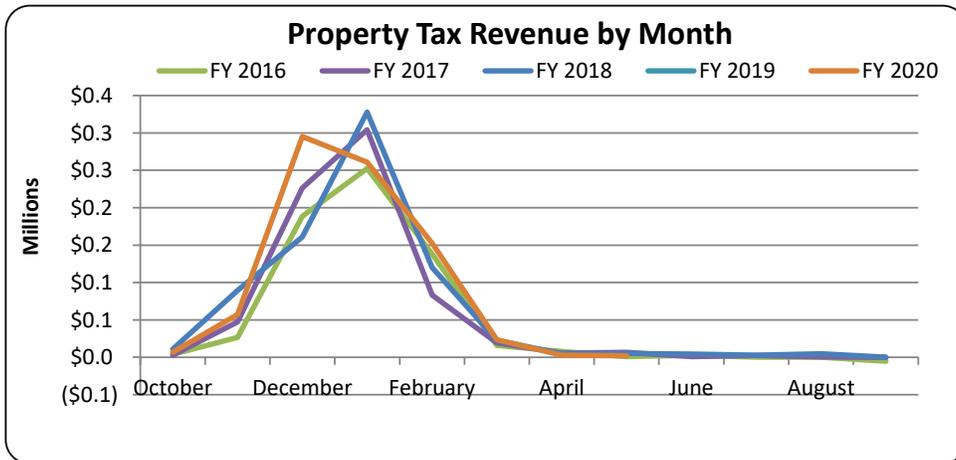
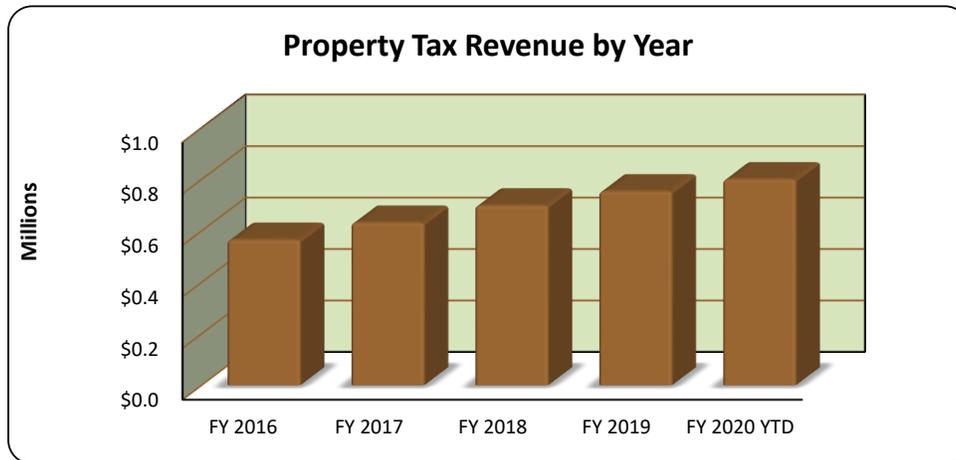
Name	Fund #	Cash Balance	Fund Balance*
General	100	\$ 430,753	\$ 611,631
Reserve	150	314,320	314,320
Wastewater	160	13,338	13,338
Street Maintenance	170	1,011,487	1,011,487
Economic Development Liability	180	30,027	30,027
Interest & Sinking	200	1,240,105	1,240,105
Court Security	210	3,822	3,822
Court Technology	220	3,270	3,270
Capital Improvement	300	56,305	56,305
Vehicle and Equipment Replacement	301	39,998	39,998
Community Development	800	463,954	463,954
Crime Prevention	900	91,715	91,715
TOTAL		3,699,094	3,879,972
*Fund Balance does not include fixed assets			

*Fund Balance does not include fixed assets



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	152,580	\$32,438	27.0%
March	11,131	15,838	19,099	22,870	23,315	445	1.9%
April	4,689	7,908	5,580	4,578	2,844	(1,734)	-37.9%
May	5,743	941	6,731	5,042	2,022	(3,020)	-59.9%
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	\$800,575	\$58,961	8.1%

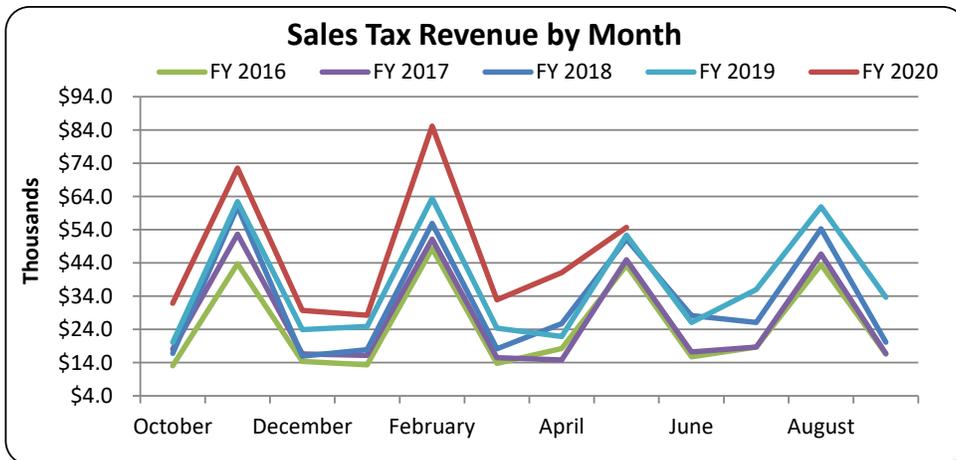
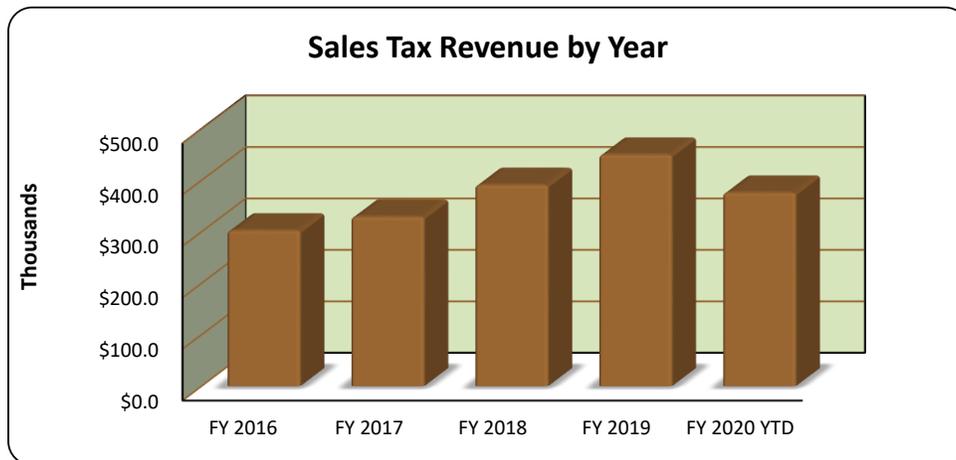




Sales Tax Revenue General Fund FY 2019-2020

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	85,167	\$21,715	34.2%
March	13,726	15,446	18,190	24,378	32,878	8,500	34.9%
April	18,240	14,802	25,773	21,864	41,044	19,180	87.7%
May	43,285	44,996	51,169	52,345	54,690	2,345	4.5%
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	\$376,088	\$82,786	37.8%

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.

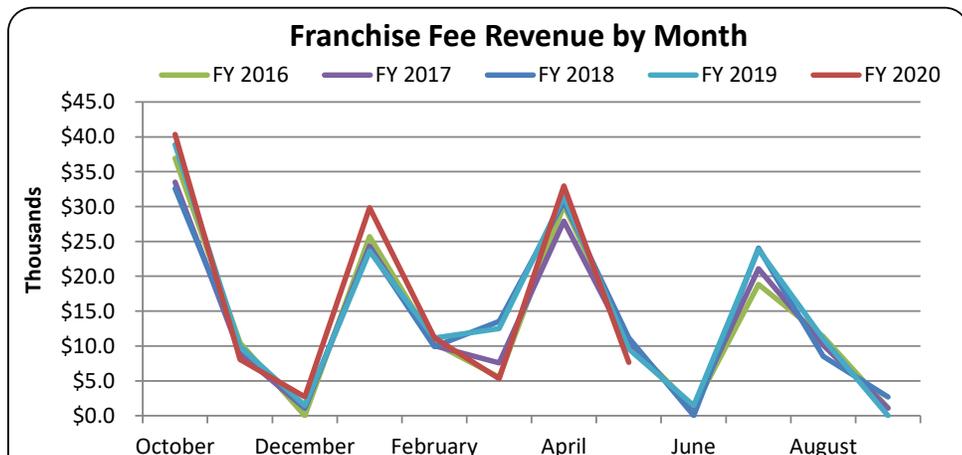
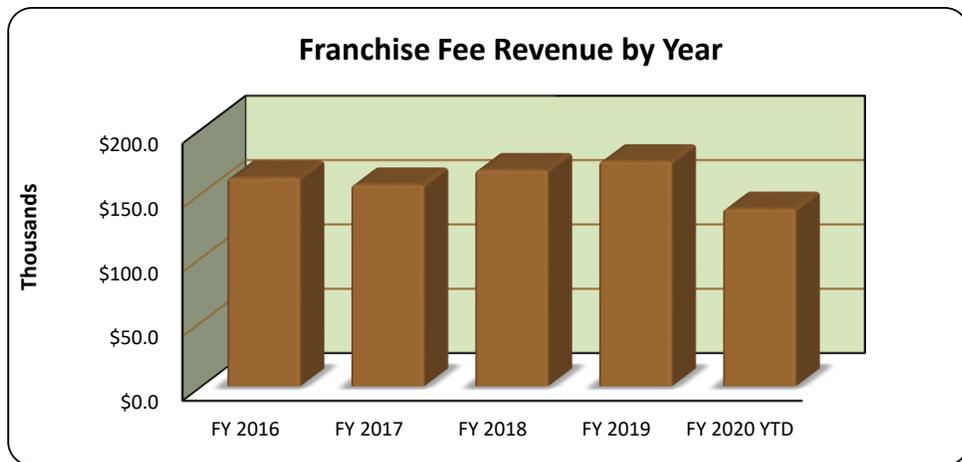




Franchise Fee Revenue General Fund FY 2019-2020

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	11,186	\$38	0.3%
March	5,534	7,568	13,529	12,496	5,299	(\$7,197)	-57.6%
April	30,147	27,902	30,686	31,486	32,944	1,458	4.6%
May	10,480	9,948	11,177	9,602	7,644	(1,958)	-20.4%
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	\$138,015	(\$559)	-0.6%

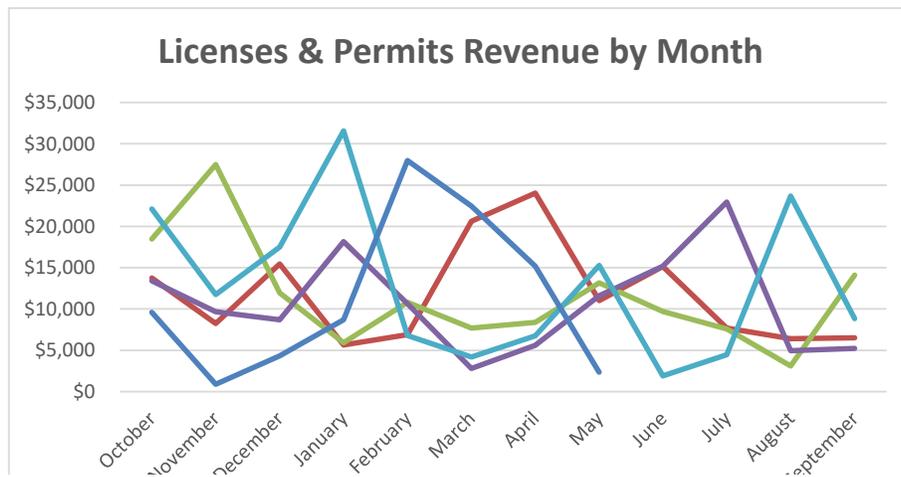
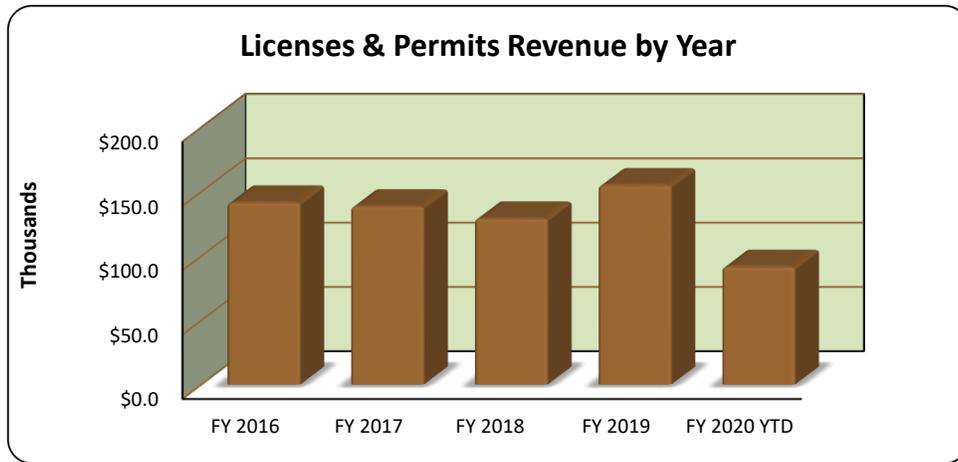
Special Note: Franchise Fees are typically received on a quarterly basis.





Licenses & Permits Revenue General Fund FY 2019-2020

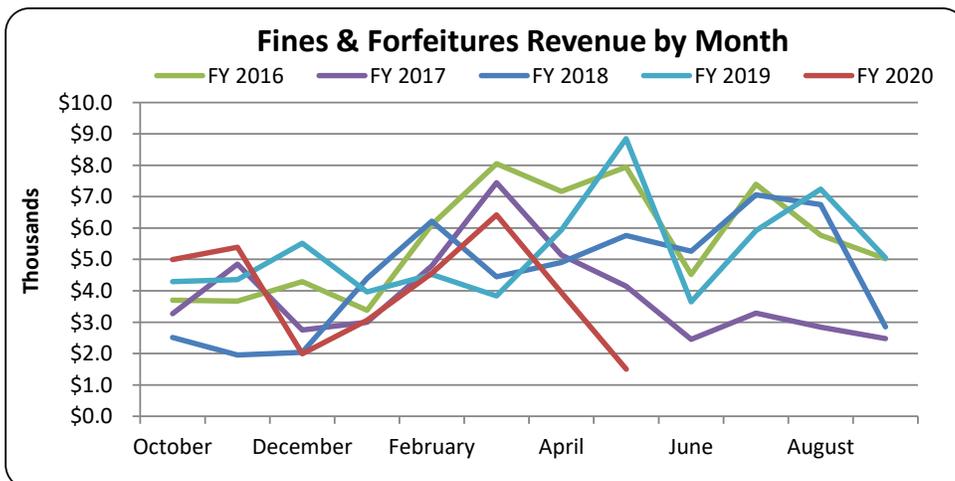
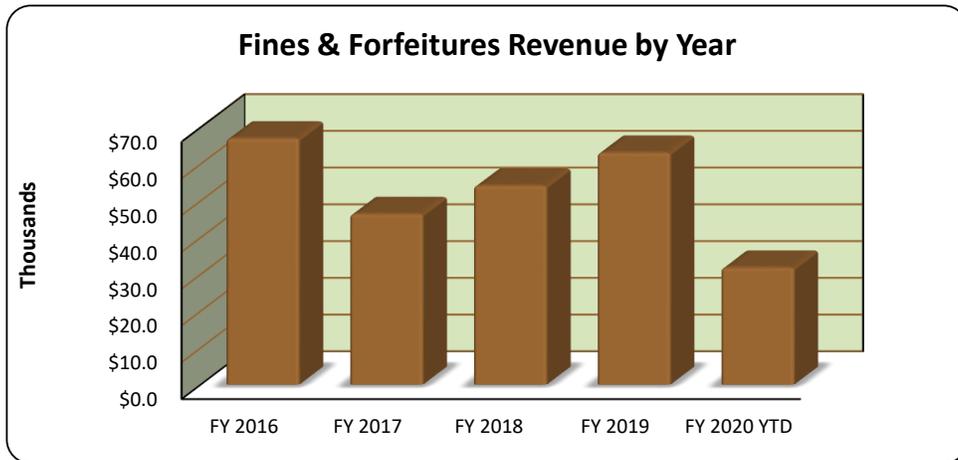
Month Received	FY 2016 Received	FY 2017 Received	FY 2018 Received	FY 2019 Received	FY 2020 YTD Received	Difference to FY 2019	Variance to FY 2019
October	\$13,765	\$18,458	\$13,418	\$22,123	\$9,617	(\$12,506)	-56.5%
November	8,254	27,491	9,687	11,756	895	(\$10,861)	-92.4%
December	15,449	11,950	8,710	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	27,976	\$21,166	310.8%
March	20,626	7,705	2,805	4,201	22,471	18,270	434.9%
April	24,034	8,404	5,631	6,745	15,166	8,421	124.9%
May	11,032	13,160	11,604	15,273	2,350	(12,923)	-84.6%
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	\$91,502	(\$24,484)	-26.1%





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	4,554	\$36	0.8%
March	8,049	7,445	4,448	3,838	6,419	2,581	67.2%
April	7,167	5,137	4,905	5,932	3,946	(1,986)	-33.5%
May	7,940	4,145	5,759	8,848	1,501	(7,347)	-83.0%
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	\$31,855	(\$9,412)	-35.5%



Town of Bartonville
 Financial Statement
 As of May 31, 2020

6/12/2020 11:19 AM

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Revenue Summary					
Other/Transfer	203.45	15,792.89	19,000.00	83.12%	3,207.11
Property Taxes	2,022.28	818,969.46	814,385.00	100.56%	(4,584.46)
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Permits	2,350.00	91,628.48	117,150.00	78.21%	25,521.52
Franchise Fees	7,644.27	138,017.86	157,500.00	87.63%	19,482.14
Development Fees	250.00	3,200.00	4,900.00	65.31%	1,700.00
Municipal Court	1,500.84	30,648.45	60,000.00	51.08%	29,351.55
Revenue Totals	<u>68,660.39</u>	<u>1,498,903.81</u>	<u>1,657,935.00</u>	<u>90.41%</u>	<u>159,031.19</u>
Expense Summary					
Other	621.34	19,149.39	57,650.00	33.22%	38,500.61
Salary & Benefits	43,388.95	443,589.64	708,420.00	62.62%	264,830.36
Not Categorized	841.40	841.40	0.00	0.00%	(841.40)
Contracted Service	13,352.79	102,247.39	191,999.00	53.25%	89,751.61
Supplies	1,924.84	32,865.79	65,500.00	50.18%	32,634.21
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Maintenance	3,829.12	31,160.83	60,500.00	51.51%	29,339.17
Transfer	0.00	373,866.00	373,866.00	100.00%	0.00
Capital	0.00	19.99	0.00	0.00%	(19.99)
Expense Totals	<u>94,954.89</u>	<u>1,126,943.36</u>	<u>1,657,935.00</u>	<u>67.97%</u>	<u>530,991.64</u>

Town of Bartonville
 Financial Statement
 As of May 31, 2020

6/12/2020 11:19 AM

100 - General Fund	Current Month Actual	YTD Actual	Annual Budget	% of Budget	Budget Remaining
Other/Transfer					
100-4001 Past Fiscal Years	0.00	0.00	0.00	0.00%	0.00
100-4065 Administration Services	0.00	10,281.09	2,900.00	354.52%	(7,381.09)
100-4090 General Revenue	0.00	0.00	0.00	0.00%	0.00
100-4100 Tax Note	0.00	0.00	0.00	0.00%	0.00
100-4116 Permits:Royalties/Other Income	0.00	0.00	0.00	0.00%	0.00
100-4130 Child Safety Collected	0.00	0.00	2,000.00	0.00%	2,000.00
100-4135 Open Records	0.00	41.40	0.00	0.00%	(41.40)
100-4160 LOESE Training Funds	0.00	851.85	0.00	0.00%	(851.85)
100-4220 Veterans Memorial Donation	0.00	0.00	0.00	0.00%	0.00
100-4248 EDC Interest Earned	0.00	0.00	0.00	0.00%	0.00
100-4250 Interest Earned	203.45	4,618.55	8,000.00	57.73%	3,381.45
100-4402 CoServ Grant	0.00	0.00	0.00	0.00%	0.00
100-4705 Sale of Surplus	0.00	0.00	0.00	0.00%	0.00
100-4710 Mowing/Demo Fees	0.00	0.00	0.00	0.00%	0.00
100-4720 TOB/CTWSC Agreement Payment	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
100-4920 General Fund Transfer -Tax Note	0.00	0.00	0.00	0.00%	0.00
100-4925 FM ILA - Transfer to Street	0.00	0.00	0.00	0.00%	0.00
100-4930 Hat Creek Construction Costs	0.00	0.00	0.00	0.00%	0.00
100-4999 Transfer In	0.00	0.00	0.00	0.00%	0.00
Other/Transfer Totals	<u>203.45</u>	<u>4,618.55</u>	<u>19,000.00</u>	<u>83.12%</u>	<u>3,207.11</u>
Property Taxes					
100-4002 Ad Valorem Current O & M	1,973.90	816,474.66	809,385.00	100.88%	(7,089.66)
100-4003 Ad Valorem Pent & Int	48.38	949.02	2,500.00	37.96%	1,550.98
100-4010 Ad Valorem Deliquent	<u>0.00</u>	<u>1,545.78</u>	<u>2,500.00</u>	<u>61.83%</u>	<u>954.22</u>

Property Taxes Totals	2,022.28		814,385.00	100.56%	(4,584.46)
Sales Tax					
100-4025 Sales Tax Revenue	54,689.55	363,851.71	450,000.00	80.86%	86,148.29
100-4060 Mixed Beverage Allocation	0.00	36,794.96	35,000.00	105.13%	(1,794.96)
Sales Tax Totals	54,689.55		485,000.00	82.61%	84,353.33
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	2,720.00	10,000.00	27.20%	7,280.00
100-4105 Permits:Contractor Registration	250.00	3,625.00	4,000.00	90.63%	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	12,200.00	29,200.00	41.78%	17,000.00
100-4108 Permits:Health/Food Permits	0.00	5,850.00	6,000.00	97.50%	150.00
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	740.00	62,183.48	60,000.00	103.64%	(2,183.48)
100-4115 Permits:ROW Permit/License	0.00	0.00	0.00	0.00%	0.00
100-4117 Permits:Septic Permit Fee	0.00	4,800.00	6,000.00	80.00%	1,200.00
100-4118 Permits:Sign or Tree Permits	0.00	150.00	300.00	50.00%	150.00
100-4119 Permits:Special Event/Race Permit	0.00	0.00	50.00	0.00%	50.00
100-4120 Permits:Truck Permit	0.00	25.00	100.00	25.00%	75.00
100-4121 Permits:Water Well/Sprinkler	0.00	0.00	0.00	0.00%	0.00
Permits Totals	2,350.00		117,150.00	78.21%	25,521.52
Franchise Fees					
100-4041 Electric/Gas Franchise Fees	0.00	92,545.36	110,000.00	84.13%	17,454.64
100-4042 Telephone Franchise Fees	5,862.74	21,656.12	20,000.00	108.28%	(1,656.12)
100-4045 Solidwaste Franchise Fees	1,781.53	11,832.18	15,000.00	78.88%	3,167.82
100-4046 Water Franchise Fees	0.00	11,984.20	12,500.00	95.87%	515.80
Franchise Fees Totals	7,644.27		157,500.00	87.63%	19,482.14
Development Fees					

100-4102 Permits:BOA Application Fees	0.00	1,350.00	900.00	150.00%	(450.00)
100-4122	250.00	1,850.00	4,000.00	46.25%	2,150.00
Development Fees Totals	<u>250.00</u>	<u>1,850.00</u>	<u>4,900.00</u>	<u>65.31%</u>	<u>1,700.00</u>
Municipal Court					
100-4150 Municipal Court Fines	1,172.00	25,308.90	60,000.00	42.18%	34,691.10
100-4157 Court Costs	328.84	5,339.55	0.00	0.00%	(5,339.55)
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>1,500.84</u>	<u>25,308.90</u>	<u>60,000.00</u>	<u>51.08%</u>	<u>29,351.55</u>
Revenue Totals	<u><u>68,660.39</u></u>	<u><u>1,498,903.81</u></u>	<u><u>1,657,935.00</u></u>	<u><u>90.41%</u></u>	<u><u>159,031.19</u></u>

Town of Bartonville
 Financial Statement
 As of May 31, 2020

6/12/2020 11:19:01 AM

100 - General Fund	Administration	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Salary & Benefits		10,312.20	162,598.89	239,564.00	67.87%	76,965.11
Other		621.34	18,617.39	55,650.00	33.45%	37,032.61
Contracted Service		13,352.79	93,988.18	178,100.00	52.77%	84,111.82
Supplies		1,550.90	27,087.43	44,500.00	60.87%	17,412.57
Lantana Town Center Grant		0.00	0.00	0.00	0.00%	0.00
Capital		0.00	0.00	0.00	0.00%	0.00
Maintenance		3,251.62	20,613.12	37,500.00	54.97%	16,886.88
Transfer		0.00	0.00	0.00	0.00%	0.00
Not Categorized		0.00	0.00	0.00	0.00%	0.00
Administration Totals		<u>29,088.85</u>	<u>322,905.01</u>	<u>555,314.00</u>	<u>58.15%</u>	<u>232,408.99</u>

100 - General Fund	Police	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Maintenance		577.50	10,547.71	23,000.00	45.86%	12,452.29
Salary & Benefits		30,951.50	269,569.48	445,210.00	60.55%	175,640.52
Other		0.00	532.00	2,000.00	26.60%	1,468.00
Contracted Service		0.00	5,959.21	7,899.00	75.44%	1,939.79
Supplies		373.94	5,778.36	21,000.00	27.52%	15,221.64
Capital		0.00	19.99	0.00	0.00%	(19.99)
Not Categorized		841.40	841.40	0.00	0.00%	(841.40)
Police Totals		<u>32,744.34</u>	<u>293,248.15</u>	<u>499,109.00</u>	<u>58.75%</u>	<u>205,860.85</u>

100 - General Fund	Municipal Court	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
Contracted Service		0.00	2,300.00	6,000.00	38.33%	3,700.00
Salary & Benefits		2,125.25	11,421.27	23,646.00	48.30%	12,224.73
Not Categorized		0.00	0.00	0.00	0.00%	0.00
Municipal Court Totals		<u>2,125.25</u>	<u>13,721.27</u>	<u>29,646.00</u>	<u>46.28%</u>	<u>15,924.73</u>

100 - General Fund	Transfers	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
	Not Categorized	0.00	0.00	0.00	0.00%	0.00
	Lantana Town Center Grant	30,996.45	123,202.93	200,000.00	61.60%	76,797.07
	Transfer	0.00	373,866.00	373,866.00	100.00%	0.00
	Other	0.00	0.00	0.00	0.00%	0.00
	Transfers Totals	<u>30,996.45</u>	<u>497,068.93</u>	<u>573,866.00</u>	<u>86.62%</u>	<u>76,797.07</u>
	Expense Totals	<u><u>94,954.89</u></u>	<u><u>1,126,943.36</u></u>	<u><u>1,657,935.00</u></u>	<u><u>67.97%</u></u>	<u><u>530,991.64</u></u>

Town of Bartonville
 Financial Statement
 As of May 31, 2020

6/12/2020 11:19 AM

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
100-10-5002	Certification Wages	138.46		2,400.00	66.35%	807.66
100-10-5007	Overtime Wages	0.00		0.00	0.00%	0.00
100-10-5008	Vacation Buy Back	0.00		0.00	0.00%	0.00
100-10-5012	Administrator Salary	0.00		82,400.00	58.55%	34,155.53
100-10-5013	Town Secretary Salary	6,153.84		82,400.00	70.13%	24,615.36
100-10-5015	Court Clerk Salary	0.00		0.00	0.00%	0.00
100-10-5016	Admin Assistant Salary	1,083.75		11,700.00	58.46%	4,860.00
100-10-5018	Longevity Pay	0.00		780.00	103.08%	(24.00)
100-10-5019	Mileage Pay	0.00		2,000.00	40.58%	1,188.43
100-10-5020	Retirement - TMRS	985.38		26,184.00	64.36%	9,332.66
100-10-5023	FICA	480.45		3,000.00	68.61%	941.74
100-10-5025	Health and Dental	1,470.32		22,000.00	108.64%	(1,901.24)
100-10-5030	Unemployment Benefits	0.00		0.00	0.00%	0.00
100-10-5035	COVID-19 Expenses	0.00		0.00	0.00%	0.00
100-10-5053	Advertisements and Notices	0.00		2,000.00	47.21%	1,055.80
100-10-5063	Animal Control	960.00		12,800.00	52.50%	6,080.00
100-10-5079	Appraisal Fees	0.00		0.00	0.00%	0.00
100-10-5080	Appraisal District	0.00		6,000.00	41.81%	3,491.22
100-10-5081	Audit Entries	0.00		0.00	0.00%	0.00
100-10-5082	Audit & Accounting Expense	0.00		3,750.00	0.00%	3,750.00
100-10-5102	Bank Service Charges	10.00		100.00	33.87%	66.13
100-10-5103	Banners and Signs	0.00		15,000.00	19.51%	12,072.76
100-10-5113	Building Inspections/Code Enfor	3,265.00		30,000.00	61.77%	11,470.00
100-10-5128	Cell Phone Charges	0.00		1,200.00	50.00%	600.00
100-10-5140	Clean Up Day	400.00		10,000.00	28.00%	7,200.00
100-10-5142	Codification	0.00		2,700.00	77.78%	600.00
100-10-5147	Computer Software	948.38		26,000.00	83.26%	4,353.51
100-10-5154	Contract Labor	0.00		0.00	0.00%	0.00
100-10-5157	Copier Lease/Supplies/Maint	259.05		5,000.00	48.81%	2,559.40
100-10-5158	Copier/Printing Expense and Sup	0.00		2,500.00	31.31%	1,717.14

100-10-5161 County Filing Fees	50.00	0.00	0.00%	(297.00)
100-10-5162 County Tax Collection	0.00	3,000.00	62.70%	1,119.00
100-10-5207 Dues & Certs	0.00	2,400.00	82.33%	424.00
100-10-5220 Veterans Memorial	0.00	0.00	0.00%	0.00
100-10-5225 ED Sales Tax Grants	0.00	0.00	0.00%	0.00
100-10-5226 Election Expense	0.00	12,500.00	0.00%	12,500.00
100-10-5230 Engineering/Surveying Services	1,957.07	20,000.00	55.20%	8,960.14
100-10-5275 Gas Well Inspections	0.00	24,750.00	47.16%	13,077.40
100-10-5276 Gas Well Complaint Invest.	0.00	0.00	0.00%	0.00
100-10-5281 LTC Property Tax Grant	0.00	0.00	0.00%	0.00
100-10-5303 Historic Marker	0.00	0.00	0.00%	0.00
100-10-5337 Insurance - Property & Liability	0.00	5,500.00	56.56%	2,388.97
100-10-5381 Legal	6,530.72	50,000.00	63.86%	18,070.48
100-10-5404 Maintenance/Repair/Cleaning	2,327.00	20,000.00	66.08%	6,784.53
100-10-5405 Tree Trimming	0.00	3,000.00	0.00%	3,000.00
100-10-5406 Public Transportation	0.00	1,800.00	0.00%	1,800.00
100-10-5416 Mixed Beverage	0.00	0.00	0.00%	0.00
100-10-5477 Office Supplies/Sm Ofc Equip	188.50	4,000.00	18.30%	3,267.98
100-10-5479 Operations and Supplies	154.97	4,000.00	37.14%	2,514.54
100-10-5482 Other	0.00	0.00	0.00%	0.00
100-10-5513 Planning Services	640.00	10,000.00	16.50%	8,350.00
100-10-5514 Postage	161.34	3,000.00	49.73%	1,508.13
100-10-5530 Professional Services	0.00	0.00	0.00%	0.00
100-10-5537 Publications/Subscriptions	0.00	1,000.00	15.08%	849.25
100-10-5600 Reconciliation Discrepancies	0.00	0.00	0.00%	0.00
100-10-5601 Records Management	0.00	6,000.00	74.27%	1,543.58
100-10-5630 Sanitarian & Health Inspections	0.00	10,000.00	36.00%	6,400.00
100-10-5703 TCEQ Fees	0.00	150.00	80.00%	30.00
100-10-5710 Town Meetings/Events	0.00	1,800.00	80.33%	354.04
100-10-5712 Transfer CIP - Town Hall Impr	0.00	0.00	0.00%	0.00
100-10-5713 Transfer to Street Fund	0.00	0.00	0.00%	0.00
100-10-5714 Transfer to Reserve Fund	0.00	0.00	0.00%	0.00
100-10-5715 Transfer to Capital Imp Fund	0.00	0.00	0.00%	0.00
100-10-5716 Transfer to Public Safety Fund	0.00	0.00	0.00%	0.00
100-10-5717 Travel & Training	0.00	5,000.00	86.61%	669.50
100-10-5727 Utilities	924.62	17,500.00	42.27%	10,102.35
100-10-5780 Tax Note	0.00	0.00	0.00%	0.00

100-10-6008 Equipment
Administration Totals

<u>0.00</u>	<u> </u>	<u>0.00</u>	<u>0.00%</u>	<u>0.00</u>
<u>29,088.85</u>	<u> </u>	<u>555,314.00</u>	<u>58.15%</u>	<u>232,408.99</u>

100 - General Fund	Police	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-20-5002	Certification Wages	396.14		8,500.00	39.98%	5,102.06
100-20-5003	Police Officer Wages	11,054.60		154,363.00	56.25%	67,541.34
100-20-5004	Sergeant	4,555.20		59,225.00	68.58%	18,607.76
100-20-5007	Overtime Wages	974.85		15,000.00	40.14%	8,979.07
100-20-5008	Vacation Buy Back	0.00		0.00	0.00%	0.00
100-20-5014	Police Chief Salary	5,942.31		77,250.00	69.12%	23,855.74
100-20-5018	Longevity Pay	0.00		1,278.00	99.06%	12.00
100-20-5020	Retirement - TMRS	3,721.51		47,894.00	62.52%	17,952.64
100-20-5023	FICA	1,045.86		5,000.00	69.81%	1,509.49
100-20-5025	Health and Dental	2,952.32		55,000.00	57.36%	23,449.28
100-20-5029	Workers Compensation	0.00		10,000.00	59.71%	4,028.71
100-20-5030	Unemployment Benefits	0.00		0.00	0.00%	(71.93)
100-20-5035	COVID-19 Expenses	841.40		0.00	0.00%	(841.40)
100-20-5084	Auto Maint/Repair/CarWash	0.00		8,000.00	28.34%	5,732.61
100-20-5128	Cell Phone Charges	308.71		4,200.00	54.54%	1,909.29
100-20-5134	Child Safety	0.00		0.00	0.00%	0.00
100-20-5145	Computer Maintenance	577.50		15,000.00	55.20%	6,719.68
100-20-5172	Criminal Invest & Background	0.00		2,000.00	28.01%	1,439.79
100-20-5204	DCSO Communications Contract	0.00		5,399.00	100.00%	0.00
100-20-5205	DCSO Support Contract	0.00		500.00	0.00%	500.00
100-20-5208	Dues & Memberships	0.00		1,000.00	29.00%	710.00
100-20-5264	Fuel & Lubricants	0.00		11,000.00	30.69%	7,623.84
100-20-5334	Insurance - Auto	0.00		3,000.00	41.70%	1,749.00
100-20-5336	Insurance - Police Liability	0.00		2,500.00	89.74%	256.57
100-20-5337	Insurance - Property & Liability	0.00		2,000.00	62.03%	759.50
100-20-5420	Motorola Solutions	0.00		0.00	0.00%	0.00
100-20-5479	Operations and Supplies	51.99		4,000.00	42.78%	2,288.79
100-20-5647	Small Equipment Purchase/Repa	321.95		2,500.00	17.72%	2,056.97
100-20-5717	Travel & Training	0.00		1,000.00	24.20%	758.00
100-20-5726	Uniform & Apparel Expense	0.00		3,500.00	7.08%	3,252.04
100-20-5785	Vehicle Replacement Fund Trans	0.00		0.00	0.00%	0.00
100-20-6008	Equipment	0.00		0.00	0.00%	(19.99)
Police Totals		<u>32,744.34</u>		<u>499,109.00</u>	<u>58.75%</u>	<u>205,860.85</u>

100 - General Fund	Municipal Court	Current Month Actual	YTD Actual	Annual Budget	% Budget Used	Budget Remaining
100-30-5015	Court Clerk Salary	1,814.75		19,500.00	50.06%	9,739.00
100-30-5020	Retirement - TMRS	284.19		3,054.00	49.73%	1,535.27
100-30-5023	FICA	26.31		1,092.00	12.96%	950.46
100-30-5030	Unemployment Benefits	0.00		0.00	0.00%	0.00
100-30-5035	COVID-19 Expenses	0.00		0.00	0.00%	0.00
100-30-5421	Municipal Court Expenses	0.00		6,000.00	38.33%	3,700.00
Municipal Court Totals		<u>2,125.25</u>		<u>29,646.00</u>	<u>46.28%</u>	<u>15,924.73</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
100-90-5714	Transfer to Reserve Fund	0.00		0.00	0.00%	0.00
100-90-5720	Transfer to Economic Developm	30,996.45		200,000.00	61.60%	76,797.07
100-90-5721	Transfer to Vehicle/Equip Replac	0.00		16,400.00	100.00%	0.00
100-90-5722	Transfer to I&S Fund	0.00		357,466.00	100.00%	0.00
100-90-5780	Tax Note	0.00		0.00	0.00%	0.00
100-90-5999	Transfers Out	0.00		0.00	0.00%	0.00
Transfers Totals		<u>30,996.45</u>		<u>573,866.00</u>	<u>86.62%</u>	<u>76,797.07</u>
Expense Totals		<u><u>94,954.89</u></u>		<u><u>1,657,935.00</u></u>	<u><u>67.97%</u></u>	<u><u>530,991.64</u></u>

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TOWN OF BARTONVILLE

June 11, 2020 *Via E-Mail*

To: Tammy Dixon, Interim Town
Administrator

From: Gary L. Vickery, P.E., CFM
Town Engineer

REF: TNP No. BRT20024

Specific Project Schedule

Development Plats As Needed

Plan & Plat Review

- Reviewed a grading plan for home construction at 1920 W. Jeter.

Streets

- The 2019 Streets project is nearing completion. Hunter Court has now been repaired and overlaid. Glenview is in process, along with cleanup and punch list items throughout the project.
- The Work Order for spot repairs and crack sealing is now complete.

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Address	Notes	Code
May 29, 2020 5:45 PM	Patrolled city focusing on stray animals.	Animal Control
May 26, 2020 3:57 PM 980 noble champions way	we delivered a requested trap for a skunk	Animal Control
May 19, 2020 5:05 PM	Patrolled city focusing on stray animals.	Animal Control
May 14, 2020 5:33 PM corner of Oakwood dr and redbud dr	we responded to report of loose dogs in the area	Animal Control
May 14, 2020 4:07 PM	Patrolled city focusing on stray animals.	Animal Control
May 7, 2020 3:38 PM	Patrolled city focusing on stray animals.	Animal Control
May 7, 2020 1:13 PM 1205 FOX RUN	we responded to the area for a dead animal on the roadway	Animal Control
May 1, 2020 5:27 PM	Patrolled city focusing on stray animals.	Animal Control

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TOWN COUNCIL AGENDA ITEM NO. 1

CONSENT ITEM

DATE: June 16, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Consider approval of the May 13, 2020, Town Council special meeting minutes.

SUMMARY:

The Town Council held a special meeting on May 13, 2020.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

May 13, 2020, draft meeting minutes.

RECOMMENDATION: Approve the meeting minutes for the special meeting held on May 13, 2020.

THE BARTONVILLE TOWN COUNCIL SPECIAL MEETING HELD ON THE 13th DAY OF MAY 2020, VIA VIDEOCONFERENCE AT 6:00 P.M.

In accordance with order of the Office of the Governor issued March 31, 2020, and in accordance with subsequent orders issued by the Office of the Governor after that date, the Bartonville Town Council conducted a special meeting by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

The Town Council met in special meeting via videoconference with the following members present:

Bill Scherer, Mayor
Jaclyn Carrington, Mayor Pro Tem, Place 2
Jeff Traylor, Councilmember Place 1
Clay Sams, Councilmember Place 3
Bridget Melson, Councilmember Place 4
Josh Phillips, Councilmember Place 5

constituting a quorum with the following members of the Town Staff participating: Tammy Dixon, Town Secretary; Robert Dowell, Chief of Police; Ed Voss, Town Attorney

A. CALL SPECIAL MEETING ORDER

Mayor Scherer called the special meeting to order at 6:05 p.m.

B. PUBLIC COMMENT

No one called in to speak.

C. ITEMS FOR CONSIDERATION

1. Discuss and consider approval of the exterior color scheme of the Cross Timbers Water Supply Corporation’s elevated water tower located at 1250 I.T. Neely Road, Bartonville, TX, in accordance with Section G. of the Conditional Use Permit (Ordinance No. 570-14).

Pat McDonald, CTWSC, President, stated the color, Cool Blue, is what CTWSC had prior approval for from the Town of Bartonville.

Mayor Scherer advised that after researching the records the Town had no official record of ever approving the color.

Councilmember Phillips asked if any lettering/graphics was going to be added; Mr. McDonald responded that there would not be.

Councilmember Traylor stated the tower needed to identify the Town of Bartonville. Mr. McDonald responded that CTWSC had no objection if the Town wanted to add the Town’s logo/lettering at the Town’s expense.

A discussion ensued about history and responsibility of the cost for the lettering/logo.

Councilmember Traylor requested consultation with the Town Attorney regarding the subject.

The Town Council convened into a closed meeting at 6:20 p.m. pursuant to Texas Government Code Chapter 551, Section 551.071 and reconvened into open session at 6:43 p.m.

Councilmember Traylor moved to postpone this item to the May 19, 2020, regular meeting. Councilmember Melson seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor

NAYS: None

VOTE: 5/0

D./E. CLOSED/OPEN SESSION

The Town Council convened into a closed meeting at 6:46 p.m. pursuant to Texas Government Code Chapter 551, Section 551.071 and 551.074 and reconvened into open session at 9:21p.m. to discuss matters relating to consultation with Town Attorney and personnel as follows:

- a. Deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officers or employees; to wit: Town Administrator. **No Action Taken.**
- b. Consultation with Town Attorney regarding legal issues related to police operations. **No Action Taken.**

E. ADJOURNMENT

Mayor Scherer declared the meeting adjourned at 9:21 p.m.

APPROVED this the 16th day of June 2020.

Approved:

Bill Scherer, Mayor

Attest:

Tammy Dixon, Town Secretary

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TOWN COUNCIL AGENDA ITEM NO. 1

CONSENT ITEM

DATE: June 16, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Consider approval of the May 19, 2020, regular meeting minutes.

SUMMARY:

The Town Council held a regular meeting on May 19, 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 May 19, 2020.

THE BARTONVILLE TOWN COUNCIL SPECIAL MEETING HELD ON THE 19th DAY OF MAY 2020, VIA VIDEOCONFERENCE AT 6:00 P.M.

In accordance with order of the Office of the Governor issued March 31, 2020, and in accordance with subsequent orders issued by the Office of the Governor after that date, the Bartonville Town Council conducted a special meeting by video conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19).

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

Bill Scherer, Mayor
Jaclyn Carrington, Mayor Pro Tem, Place 2
Jeff Traylor, Councilmember Place 1
Clay Sams, Councilmember Place 3
Bridget Melson, Councilmember Place 4
Josh Phillips, Councilmember Place 5

constituting a quorum with the following members of the Town Staff participating: Tammy Dixon, Town Secretary; Robert Dowell, Chief of Police; Ed Voss, Town Attorney; and Gary Vickery, Town Engineer.

A. CALL MEETING ORDER

Mayor Scherer called the meeting to order at 6:30 p.m.

B./C. CLOSED/OPEN SESSION

The Town Council convened into a closed meeting at 6:31 p.m. pursuant to Texas Government Code Chapter 551, Sections 551.071 and 551.074 and reconvened into open session at 6:53 p.m. to discuss matters relating to consultation with Town Attorney and personnel as follows:

- a. Deliberate and consider the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officers or employee, to wit:
 1. Discuss and consider election of Mayor Pro Tem.

Councilmember Sams moved to elected Jeff Traylor as Mayor Pro Tem. Mayor Pro Tem Carrington seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

2. Town Administrator

Councilmember Carrington moved to appoint Sylvia Ordeman as the Town Administrator. Councilmember Sams seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

- b. Consultation with Town Attorney regarding Ordinance 686-20 declaring a local state of disaster due to a public health emergency.

Mayor Pro Tem Traylor moved to approve Ordinance No. 687-20 extending declaring a local state of disaster due to a public health emergency. Councilmember Carrington seconded the motion. The caption of the ordinance reads as follows:

ORDINANCED 687-20

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF BARTONVILLE, TEXAS, DECLARING A LOCAL STATE OF DISASTER DUE TO A PUBLIC HEALTH EMERGENCY AND INCORPORATING BY REFERENCE THE APPLICABLE REGULATIONS CONTAINED IN GOVERNOR ABBOTT’S EXECUTIVE ORDER(S) AND DENTON COUNTY’S ORDER(S); MAKING FINDINGS RELATED THERETO; REPEALING ORDINANCE NO. 686-20; PROVIDING AN EFFECTIVE DATE; PROVIDING AN EXPIRATION DATE; PROVIDING FOR A PENALTY; AND PROVIDING FOR PUBLICATION.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

- c. Consultation with Town Attorney regarding legal issues related to police operations. **No Action Taken.**

Mayor Scherer recessed the meeting at 6:53 p.m. and reconvened the meeting at 7:00 p.m.

D. PUBLIC PARTICIPATION

Tyler New, 1001 Hat Creek Road, spoke about his concerns of the color of the CTWSC water tower.

E. APPOINTED REPRESENTATIVE/LIAISON REPORTS

- 1. Police Chief Report - Department Statistics/Activities for April 2020

Chief Dowell provided a summary of activities and statistics for April.

2. Town Secretary

- Monthly Reports for April: Financial Statement; Engineering Report; Animal Control Report; Building Permit Report
- Elections
- Children’s Advocacy Center of Denton County Letter

Ms. Dixon stated the Mayor and Councilmembers Carrington and Melson took their oaths of offices as required by law.

F. CONSENT AGENDA

Councilmember Carrington moved to approve consent items 1-8. 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 March 17, 2020, Town Council regular meeting minutes.

RECOMMENDATION: Approve the March 17, 2020, Town Council regular meeting minutes.

2. Consider approval of the March 17, 2020, Town Council emergency meeting minutes.

RECOMMENDATION: Approve the March 17, 2020, Town Council emergency meeting minutes.

3. Consider approval of the March 24, 2020, Town Council special meeting minutes.

RECOMMENDATION: Approve the March 24, 2020, Town Council special meeting minutes.

4. Consider approval of the April 7, 2020, Town Council special meeting minutes.

RECOMMENDATION: Approve the April 7, 2020, Town Council special meeting minutes.

5. Consider approval of the April 21, 2020, Town Council special meeting minutes.

RECOMMENDATION: Approve the April 21, 2020, Town Council special meeting minutes.

6. Consider approval of the April 29 ,2020, Town Council special meeting minutes.

RECOMMENDATION: Approve the April 29 ,2020, Town Council special meeting minutes.

7. Consider approval of a resolution re-appointing the Municipal Court Judge, Alternate Municipal Court Judge, Municipal Clerk, and Deputy Municipal Court Clerk.

RECOMMENDATION: Approve Resolution 2020-05 re-appointing the Municipal Court Judge, Alternate Municipal Court Judge, Municipal Clerk, and Deputy Municipal Court Clerk.

8. Consider approval of an Interlocal Cooperative Purchasing Agreement with Denton County; and authorization for the Town Secretary to execute same on behalf of the Town. Town Secretary to execute same on behalf of the Town.

RECOMMENDATION: Approve an Interlocal Cooperative Purchasing Agreement with Denton County; and authorize the Town Secretary to execute same on behalf of the Town.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

G. REGULAR ITEMS

- 9. Discussion on the 2019 Residential Streets Project.

Gary Vickery, Town Engineer, stated the 2019 Streets project was near completion. He advised Dove Creek was finished with some minor items and hoped to have it completed by June. He reported that Hunter Court had also been completed, however with some pavement failures. He stated he provided the contractor with notification to remedy the deficiencies by proposing spot repairs of the failed areas and placement of a minimum 1” Type D asphalt surface course over the entire pavement on Hunter Court.

- 10. Discuss and consider ratification of Change Order No. 5 to the 2019 Residential Street Project with Rock Solid, Inc., in the amount of \$4500.00.

Mr. Vickery explained Change Order No. 5 was needed to add 1,500 SY of hydromulch along a strip of Hunter Court due to the reconstruction to establish grass. This Change Order was discussed between the Mayor and the Town Engineer prior to execution.

Councilmember Carrington moved to ratify Change Order No. 5 to the 2019 Residential Street Project with Rock Solid, Inc., in the amount of \$4500.00. Councilmember Sams seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

- 11. Discuss and consider approval of Work Order #1 with SPI Asphalt, LLC, for spot repairs and crack sealing throughout the Town; and authorization for the Town Secretary to execute same on behalf of the Town.

Mr. Vickery reviewed the Work Order and explained for each road listed, SPI would seal all the cracks, regardless of size. He stated this was a great improvement from the Town’s previous efforts. He stated this work order was approximately \$12,000 more than the 20 Year Road Plan goal of \$75,000 per year.

Ms. Dixon stated the Street Maintenance Sales Tax Year revenue through April was \$175,000 with approximately \$30,000 in revenue for May.

Mayor Pro Tem Traylor moved Work Order #1, in the amount of \$86,690.00, with SPI Asphalt, LLC, for spot repairs and crack sealing throughout the Town; and authorize the Town Secretary to execute same on behalf of the Town. Councilmember Phillips seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

- 12. Discuss and consider approval of the exterior color scheme, lettering and graphics of the Cross Timbers Water Supply Corporation’s elevated water tower located at 1250 I.T. Neely Road, Bartonville, TX, in accordance with Section G. of the Conditional Use Permit (Ordinance No. 570-14).

Pat McDonald, President of Cross Timbers Water Supply Corporation (CTWSC), stated CTWSC had no objection with the Town placing the Town’s logo on the tank prior to June 27, 2020.

Mayor Scherer stated the Town never approved the color.

Mayor Pro Tem Traylor stated the council could approve the color with the Town’s artwork.

Mr. McDonald disagreed, and he stated he believed the color had been approved.

A long discussion ensued regarding the language approved within the Conditional Use Permit and what the Council believed to be the intent was of the Settlement Agreement with respect to CTWSC adding the Town’s logo to the water tower.

Mayor Scherer stated staff obtained the following mockups and estimates for lettering for the Town Council to consider:



The consensus of the Town Council was the second mockup estimated at \$4,760.

Councilmember Sams moved to approve the color Cool Blue, SW 4053, for the exterior bowl of the elevated water tank; and approve an expense not to exceed \$7,500 for the Town Logo and graphics to be added to the bowl with Mayor Pro Tem Traylor overseeing the logo negotiations. Councilmember Melson seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

Mr. McDonald stated CTWSC would pay \$1,000 towards the cost of the logo graphics.

- 13. Discuss and consider approval of a resolution nominating Jim Carter to a slate of nominees for the Board of Managers of the Denco Area 9-1-1 District.

Councilmember Sams moved to approve Resolution 2020-06 nominating Jim Carter to a slate of nominees for the Board of Managers of the Denco Area 9-1-1 District. Councilmember Carrington seconded the motion.

VOTE ON THE MOTION

AYES: Phillips, Melson, Sams, Carrington, Traylor
NAYS: None
VOTE: 5/0

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

The Town Council welcomed Ms. Ordeman and she stated she was looking forward to beginning on June 1st.

Councilmember Phillips thanked Town Secretary Dixon for the extra work she provided during the past couple of months covering both roles as Town Secretary and Town Administrator. The entire council concurred.

I. ADJOURNMENT

Mayor Scherer declared the meeting adjourned at 7:59 p.m.

APPROVED this the 16th day of June 2020.

Approved:

Bill Scherer, Mayor

Attest:

Tammy Dixon, Town Secretary

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TOWN COUNCIL AGENDA ITEM NO. 3

CONSENT ITEM

DATE: June 16, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Consider approval of an Agreement for Advertising Services between Denton County, Texas, and the Bartonville Community Development Corporation.

SUMMARY:

Denton County has launched a grant program for small businesses that have been affected by the coronavirus pandemic. This agreement is to promote a positive business economic climate in the community through public advertising to promote the program for the benefit of Denton County small businesses.

The County approved this agreement on May 12, 2020, with all Economic Development Corporations throughout the County. The agreement will pay the Bartonville Community Development Corporation \$2,500 if they provide advertising services to promote the Denton County OPEN Business Grant Program and participate in the program.

The Bartonville Community Development Corporation approved this agreement at their June 10, 2020, regular meeting.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

This agreement was approved, as to form, by Jeff Moore, BCDC Attorney.

ATTACHMENTS:

- Advertising Agreement

RECOMMENDATION: Move to an Agreement for Advertising Services between Denton County, Texas, and the Bartonville Community Development Corporation.

COUNTY OF DENTON

STATE OF TEXAS

**AGREEMENT FOR ADVERTISING SERVICES
BETWEEN DENTON COUNTY, TEXAS, AND
THE BARTONVILLE COMMUNITY DEVELOPMENT CORPORATION**

This Agreement for Advertising Services, hereinafter "Agreement," is entered into by and between DENTON COUNTY, TEXAS, hereinafter "Denton County," whose address is 110 West Hickory Street 2nd Floor, Denton, Texas 76201, and the Bartonville Community Development Corporation, hereinafter "CDC," whose address is 1941 E. Jeter Road, Bartonville, Texas 76226. Denton County and the CDC are both collectively referred to herein as "the Parties."

WHEREAS, the CDC is a 501(c)(6) tax-exempt entity organized in compliance with state and federal regulations; and

WHEREAS, both Denton County and the CDC desire to promote a positive business and economic climate in the community through public advertising to promote an economic grant program for the benefit of Denton County small businesses which have been negatively impacted by the COVID-19 disaster known as the Denton County OPEN Business Grant Program; and

WHEREAS, Denton County and the CDC have agreed to partner together to advertise the Denton County OPEN Business Grant Program in order to promote economic grants for the benefit of Denton County small businesses which have been negatively impacted by the COVID-19 disaster; and

WHEREAS, the CDC has agreed to provide advertising services on behalf of Denton County to assist the County in implementing the Denton County OPEN Business Grant Program, which will publicize economic grant opportunities and promotional activities on behalf of small

businesses in Denton County which have been negatively impacted by the COVID-19 disaster, all of which are in the public interest and serve a public purpose.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants herein made and the benefits to each party resulting here from, Denton County and the CDC do hereby contract, covenant and agree with each other as follows:

1. Denton County will pay to the CDC, within thirty days of approval of this Agreement by both of the Parties, the amount of TWO THOUSAND FIVE HUNDRED AND NO/100 DOLLARS (\$2,500.00) in consideration of the CDC providing Advertising Services to promote the Denton County OPEN Business Grant Program, as set forth in this Agreement.

2. The CDC shall promote the public purpose of the Denton County OPEN Business Grant Program to benefit of Denton County small businesses which have been negatively impacted by the COVID-19 disaster and hereby agrees to undertake the following Advertising Services on behalf of Denton County including, but not limited to:

(a) Promote the Denton County OPEN Business Grant Program.

(b) Provide information to members of the CDC, all local businesses and members of the general public regarding the CARES Act, the Coronavirus Relief Fund and available grants to small businesses negatively impacted by the COVID-19 disaster.

(c) Provide training and workshops about how local businesses can submit applications for consideration to become a recipient of a grant under the Denton County OPEN Business Grant Program.

(d) Coordinate and host forums or roundtable discussions during the Contract Year about the Denton County OPEN Business Grant Program

(e) Provide advertising and promotion of the Denton County OPEN Business Grant Program on radio, television, print media and other forms of public advertising, such as signs, billboards, mailers, circulars and push cards.

(f) Provide advertising and promotion of the Denton County OPEN Business Grant Program on all available forms of social media, including, but not limited to: internet websites, blogs, Facebook, Twitter, Google+, LinkedIn, SnapChat and others not listed herein; and

3. CDC assumes all liability and responsibility for its negligent acts and agrees to fully indemnify, hold harmless and defend Denton County, its officers, agents, servants and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, for injury to or death of a person or damage to property, arising out of or in connection with, directly or indirectly, the performance, attempted performance or nonperformance of the Advertising Services or in any way resulting from or arising out of the negligence of the CDC or its staff in regard to the management, supervision, and operation of the Advertising Services specifically pertaining to the Denton County OPEN Business Grant Program.

4. The persons signing this Agreement on behalf of each party hereto have been duly authorized and empowered to do so.

5. This Agreement may not be assigned. It embodies the entire Agreement between the Parties and may not be amended except in writing by the Parties hereto.

6. In the event that one or more of the provisions contained in this Agreement for any reason shall be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability of this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein, but shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

7. In the event of any dispute regarding this Agreement or the terms contained herein, the Parties hereto agree that they shall first submit such dispute to non-binding mediation before availing themselves of any legal or equitable remedies.

8. The term of this Agreement shall be from the date of its execution and shall expire on December 30, 2020, unless terminated prior to the expiration date. Either party may modify this Agreement by submitting, in writing, the proposed Amendment to be considered and executed by both of the Parties. This Agreement may be terminated with or without cause by either party by giving thirty days written notice to the other party. No later than 30 days after termination, the CDC will return to Denton County all funds not spent by CDC in performing Advertising Services to promote the Denton County OPEN Business Grant Program.

9. The CDC is not and shall not be considered an agent or employee of Denton County and shall in no way have authority to bind Denton County. The relationship of the CDC to Denton County shall be that of an independent contractor. Relative thereto, Denton County shall not be liable for any claims or demands for damages, monetary or otherwise, including any claim for attorney's fees, that in any way may grow out of, or arise from, the CDC's actions in carrying out its duties and obligations under the terms of this Agreement. The CDC does hereby agree and shall hold the Town harmless from and indemnify it against all such claims and demands.

10. This Agreement shall be governed in all respects by the laws of the State of Texas. Venue for any action shall lie in Denton County, Texas, exclusively.

11. This Agreement shall become a binding obligation on the signatories upon execution by all signatories hereto. Denton County warrants and represents that the individual executing this Agreement on behalf of Denton County has full authority to execute this Agreement and bind the Town to the same. The CDC warrants and represents that the individual executing

this Agreement on its behalf has full authority to execute this Agreement and bind the CDC to same.

12. CDC shall maintain complete and accurate financial records of each expenditure of the funds in consideration of the Agreement and upon expiration or termination of the Agreement, the CDC shall provide the Denton County Auditor with a full report of all services provided by the CDC in providing Advertising Services on behalf of Denton County for the Denton County OPEN Business Grant Program and the CDC shall promptly provide the Denton County Auditor with a copy of all records and invoices pertaining to providing Advertising Services to promote the Denton County OPEN Business Grant Program. In addition, the CDC shall fully cooperate with any Federal audit or investigation pertaining to this Agreement.

IN WITNESS WHEREOF, Denton County and the CDC have signed this Agreement for Advertising Services.

EXECUTED THIS 12 day of May, 2020.

DENTON COUNTY, TEXAS

Bartonville CDC



Andy Eads, Denton County Judge



TOWN COUNCIL AGENDA ITEM NO. 4

REGULAR ITEM

DATE: June 16, 2020

FROM: Sylvia Ordeman, Town Administrator

ITEM: Discuss and consider approval on an Interlocal Agreement between the Denton County Commissioners Court and the Town of Bartonville for the administration and distribution of a portion of Denton County's CARES Act funds in accordance with the Guidance from the United States Treasury Department; and authorization the Mayor to execute the same on behalf of the Town.

SUMMARY:

See Attachments

- Letter from County Judge Andy Eads – Coronavirus Relief Fund (CRF): Distributions
- Acknowledgement
- Interlocal Cooperation Agreement
- Compliance Forum Memorandum
- Certification

RECOMMENDATION: Move to an Interlocal Agreement between the Denton County Commissioners Court and the Town of Bartonville for the administration and distribution of a portion of Denton County's CARES Act funds in accordance with the Guidance from the United States Treasury Department; and authorization the Mayor to execute the same on behalf of the Town.

Hugh Coleman
Precinct 1



Bobbie J. Mitchell
Precinct 3

Ron Marchant
Precinct 2

Dianne Edmondson
Precinct 4

Denton County Commissioners Court
County Judge Andy Eads

May 29, 2020

Re: Coronavirus Relief Fund (CRF): Distributions

Dear Mayor,

The purpose of this letter is to confirm your request for upfront funding from Denton County, allocated at \$55 per capita.

Under the federal regulations, Denton County (the “County”) has the primary liability to the US Treasury for the total amount of the \$147.7 million it received as part of the Coronavirus Relief Fund (“CRF”), regardless of how it is allocated and ultimately spent, including the County’s distributions to your municipality. As a result, we firmly believe it is in the best interest of both the County and the municipalities to work together to promote efficiency and ensure compliance under the CRF guidelines. In this regard, a condition of receiving your Municipal Funds disbursement - the upfront payment to your municipality – is that you commit to work together and participate in the CRF Compliance Forum (the “Forum”). The principles of how the Forum works are included in the attached materials.

Included in this package of materials for your consideration are:

1. Next Steps Memorandum (explanation of next steps and timetable);
2. Acknowledgment (your willingness to participate in the Forum);
3. Interlocal Cooperation Agreement (terms and conditions for the CRF distribution);
4. Compliance Forum Memorandum (more details on how the Forum will work); and
5. Certification (an end of year certification attesting to the eligible use of all Municipal Funds received).

If you have any questions, please do not hesitate to call the County Judge’s office at (940) 349-2820 or email Shannon Joski at crfcitygrants@dentoncounty.com.

We look forward to working together toward mutually beneficial outcomes in this challenging time.

Sincerely,
Denton County Commissioners Court

C: Monica Latin, Bruce Hendrick and Ted Harrington of Carrington Coleman, Sloman & Blumenthal, LLP

Hugh Coleman
Precinct 1



Bobbie J. Mitchell
Precinct 3

Ron Marchant
Precinct 2

Dianne Edmondson
Precinct 4

Denton County Commissioners Court
County Judge Andy Eads

MEMORANDUM

To: All Denton County Mayors
From: Denton County Commissioners Court
Date: May 29, 2020
Re: COVID-19 Relief Funds – CRF Compliance Forum

The purpose of this memorandum is to provide you with an explanation of the Denton County *CRF Compliance Forum* (the Forum) relating to the disbursement of funds to your municipality (“Municipal Funds”) from the Coronavirus Relief Fund (“CRF”).

Description

The Alliance will consist of representatives from both the County and each municipality electing an upfront allotment of Municipal Funds.

The Alliance will act as a single, integrated program in which everyone works together, rather than separately. The intension of the Alliance is to benefit everyone mutually.

The work of the Alliance will commence immediately and will end upon the completion of the Treasury compliance audit.

Purpose

The purpose of the Alliance is to promote administrative efficiency, streamline initial compliance measures, continue coordination through a potential audit, and foster collaboration between our cities and County.

A highly collaborative, organized effort will ease the administrative burdens and costs of complying with the CRF regulations. The Forum will establish a framework for tracking and accounting for the disbursements and spending.

Identify funds not likely to be expended so they can be reallocated to other Denton County programs.

Benefits

The Forum will help provide answers to ongoing issues and specific questions (e.g., eligible uses of funds).

The Forum will also assist with documentation and retention of eligible expenses, both of which should reduce overall noncompliance risk. Our efforts on the front-end is a much better way to prepare for and manage a U.S. Treasury compliance audit.

A collaborative effort will also help strategically allocate funds to the areas and industries in most need, avoiding duplicative efforts.

Forum Overview

Why is this necessary? Two important reasons. First, the CRF guidelines are new, and there is a reasonable amount of uncertainty about some of the specifics. We would prefer a unified understanding of the guidelines. Second, the U.S. Treasury has the ability, under the CRF regulations, to recoup (clawback) any funds not used, or used for ineligible purposes.

What are we asking for from our cities? Your commitment to work together. An appointed person from each municipality joins the Forum and participates in monthly meetings to address and communicate ongoing concerns.

C: Monica Latin, Bruce Hendrick, Ted Harrington
of Carrington, Coleman Sloman & Blumenthal, L.L.P.



Denton County Coronavirus Relief Fund
Municipality Disbursements

Certification
(Statement of Compliance)

Pursuant to the Interlocal Cooperation Agreement, CARES Act, and applicable Treasury Guidance regarding the Coronavirus Relief Fund, I hereby submit this Certification that all funds received by the municipality from the County (“Municipal Funds”), were used in compliance with the required guidelines.

I further submit, along with this Certification, all appropriate and necessary supporting documentation, including any explanations of expenses, accounting for all Municipal Funds received.

I submit this Certification, along with the accompanying documentation, which together constitute the Statement of Compliance, as conclusive evidence that the municipality used its Municipal Funds in eligible uses as set forth by the Coronavirus Relief Fund requirements.

Signature of Responsible Person

Date

Please complete the Certification and return it to Shannon Joski, Denton County Director of Administration at crfcitygrants@dentoncounty.com by February 1, 2021.



DENTON COUNTY CORONAVIRUS RELIEF FUND
Disbursement of Municipal Funds to Municipality

Acknowledgement

I hereby acknowledge the intention in good faith, on behalf of my municipality, to participate in the CRF Compliance Forum. This acknowledgement does not constitute a legally binding commitment.

Name of City Participant

Signature of Municipal Official

Date

Please complete the acknowledgement and return it to Shannon Joski, Denton County Director of Administration at crfcitygrants@dentoncounty.com as soon as possible.

MEMORANDUM

To: All Denton County Mayors

From: Denton County Commissioners Court

Date: May 29, 2020

Re: COVID-19 Relief Funds – Next Steps

The purpose of this memorandum is to provide you with our proposed guidance and timetable on our next steps, in order to receive your allocated disbursement from the Coronavirus Relief Fund (“Municipal Funds”).

NEXT STEPS

- (1) Paperwork. Please review all of the materials included in this package. If you have questions, please call the County Judge’s office at (940-349-2820) or email Shannon Joski at crfcitygrants@dentoncounty.com.
- (2) Acknowledgment. Please sign, date and return the Acknowledgement (included) to confirm your willingness to participate in the CRF Compliance Forum.
- (3) Request for Information. Please respond to our request for information. In advance of funding, we are requesting each municipality to provide us with the following: (a) a budget for the use of the Municipal Funds (the “Budget of Expenditures and Description of Eligible Uses”) and (b) a copy of your resolutions, if any, approving Economic Development Programs contemplating the use of Municipal Funds under Texas Local Government Code Chapter 380. Upon receipt of these materials, we shall immediately review them for compliance.
- (4) Interlocal Agreement (ILA). Please sign the attached ILA between the County and City and return it to the County.
- (5) Funding. Once we receive the signed documents and requested information and it is determined to be acceptable, we shall, as quickly as possible, transfer the agreed-upon funds to you.
- (6) CRF Compliance Forum. See attached copy of the Memorandum presented in our May 22nd meeting.

TIMETABLE

Following is our proposed timetable for the above steps.

Commissioners Court Approval:	May 29, 2020
Return Acknowledgement:	As soon as possible
Return Requested Information:	As soon as possible
Begin Funding:	Timely, upon receipt of Requested Information
Begin Forum Meetings	June 17, 2020

Thank you in advance for your cooperation. We look forward to working together to make the rollout of these funds a huge success to our communities. If you have any questions, please do not hesitate to contact your County Commissioner or the County Judge's Office.

C: Monica Latin, Bruce Hendrick and Ted Harrington
of Carrington Coleman, Sloman & Blumenthal, LLP

06/03/2020



CORONAVIRUS RELIEF FUND
INTERLOCAL COOPERATION AGREEMENT

Denton County and the Town of Bartonville

This Interlocal Cooperation Agreement (“Agreement”) is entered into by and between Denton County, Texas (the “County”) and the **Town of Bartonville Texas** (the “Municipality”), pursuant to Chapter 791 of the Texas Local Government Code, to address the impact of the public health emergency with respect to the Coronavirus pandemic (“COVID-19”).

GENERAL

1. Coronavirus Relief Fund. The County has received federal funding under the Coronavirus Aid, Relief, and Economic Security Act (the “CARES Act”) to address and respond to the impact and effects of the COVID-19 emergency.

2. County Authority. The Resolution of the Denton County, Texas Commissioners Court, under Chapter 381 of the Local Government Code, lawfully establishing a COVID-19 municipality funding program (the “Municipality Program”), allowing the County to grant money to your Municipality, is attached hereto as Attachment A and incorporated by reference herein. Funds were received by the County from the US Department of the Treasury (the “Treasury”) under the Coronavirus Relief Fund (“CRF”), as provided for in the CARES Act. The use of these CRF funds to assist a municipality of the County with their expenditures incurred due to the effects of COVID-19 and to potentially fund a local grant program are legitimate and lawful uses of the CRF funds.

3. Municipality Authority. The Orders of the Municipality, establishing a COVID-19 emergency program or programs, allowing it to make grants of its award, is attached hereto and incorporated by reference herein. The Municipality represents and warrants that its programs (if the Municipality decides to distribute the Municipal Funds through its own programs) will be in full compliance with Chapter 380 of the Local Government Code.

4. Inspector General Oversight & Recoupment. Section 601(f) provides that the Inspector General of the Treasury shall conduct monitoring and oversight of the receipt, disbursement, and use of CRF funds. If the Inspector General determines that a unit of local government has failed to comply with the use of funds rules (as described herein in Paragraphs 10-16, “Use of Funds”), the amount of CRF funds in noncompliance shall be “booked as a debt of such entity owed to the federal government.” The conditions and restrictions on the use of the CRF funds follows to all

recipients, from the County, to the Municipality, to businesses and individuals that receive such funds.

GRANT

5. **Amount.** Subject to the terms and conditions of this Agreement, the County agrees to grant and transfer to the Municipality the sum of \$95,205 of its CRF funds (“Municipal Funds”).

6. **Separate Bank Account.** The Municipality agrees to deposit these Municipal Funds into a separate, segregated account created solely for holding and disbursing these Municipal Funds. The account must be an interest bearing account and similarly insured and protected in the same manner as the Municipality’s other funds.

7. **Calculation of Municipal Funds.** The initial calculation of the grant amount of funds is based on the higher of the Municipality’s 2019 NCTCOG estimated population (1,710) or 2018 ACS estimated population (1,731), multiplied by \$55.00 per capita (“the Maximum Allocation”). That amount is reduced by:

- a. the excess of the Maximum Allocation minus the budgeted amount of eligible funds (as defined in Paragraph 8(a)), and further reduced by;
- b. the amount of funds redirected and contributed to the County’s programs (e.g., small business, housing and food programs), at the election of the Municipality, which is included in the Municipality’s proposed budget in Paragraph 8(a).

8. **Conditions.** Before receiving Municipal Funds, the Municipality must:

- a. provide the County with a proposed budget, which includes your contribution to the County’s programs (e.g., small business, housing, and food programs), and description of eligible uses of Municipal Funds (“Budget of Expenditures and Description of Intended Uses”). The form to complete your Budget of Expenditures and Description of Intended Uses is attached as Attachment B;
- b. agree to participate in the County’s CRF Compliance Forum (the “Forum”); and
- c. provide a copy of the appropriate Chapter 380 documentation.

RESPONSIBILITIES OF THE MUNICIPALITY

9. The responsibilities of the Municipality are:

- a. to comply with all terms and conditions of the CARES Act;
- b. to use Municipal Funds in compliance with the CARES Act;

- c. to promptly return to the County any Municipal Funds not used;
- d. to participate in the Forum;
- e. to maintain proper and adequate records of its own expenses, including monthly uploads to Dropbox, and supporting documentation of the expenditures, and provide copies of, or access to such, at any time as required by the County;
- f. to maintain proper and adequate records of the expenses of any grantees of Municipal Funds, including monthly uploads to Dropbox, and supporting documentation of the expenditures, and provide copies of, or access to such, at any time as required by the County;
- g. to return the Statement of Compliance Certificate by February 1, 2021;
- h. to cooperate and coordinate with other members in the Forum concerning a federal compliance audit; and
- i. to comply with Chapter 381 and Chapter 380, if applicable.

USE OF FUNDS

10. Amounts paid from the Treasury’s Coronavirus Relief Fund are subject to the restrictions outlined in the *Guidance for State, Territorial, Local, and Tribal Governments* (dated April 22, 2020) and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act. See Attachment C, which is incorporated by reference into this agreement.

11. Section 601(d) allows CRF funds/Municipal Funds to cover only those costs that:

- a. are necessary expenditures incurred due to the public health emergency with respect to the effects COVID-19;
- b. were not accounted for in the most recently approved budget [of the Municipality], including any amendments; and
- c. are incurred between March 1, 2020 and December 30, 2020. See *Coronavirus Relief Fund Frequently Asked Questions (Updated as of May 4, 2020)*. See Attachment C.

12. “Necessary Expenditure” Condition. The use of the money is limited to “necessary expenditures.” The Treasury intends for broad interpretation of the word “necessary,” meaning “reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending the Fund payments.” The Treasury’s standard, reasonable judgment, adopts a subjective, not objective standard. Examples of eligible expenditures include, but are not limited to, payment for certain types of:

- a. medical expenses;
- b. public health expenses;
- c. payroll expenses;
- d. expenses relating to facilitating compliance;
- e. expenses associated with providing economic support in connection with the COVID-19 public health emergency; and
- f. any other COVID-19-related expense reasonably necessary to the function of government.

13. Funds may not be used to fill shortfalls in governmental revenue to cover expenditures that would not otherwise qualify under section 601(d). REVENUE REPLACEMENT IS STRICTLY PROHIBITED AND IS NOT A PERMISSIBLE USE OF FUNDS.

14. “Due To” Condition. The requirement that expenditures be incurred “due to” the public health emergency created by COVID-19 means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred by the Municipality to respond directly to the emergency, as well as expenditures incurred to respond to second-order effects of the emergency (e.g., economic support to those suffering from employment or business interruptions due to COVID-19-related business closures).

15. The Municipality expressly agrees without qualification or exception to adhere and comply with section 601(d) and the accompanying guidelines regarding its spending and uses of the Funds.

16. Return of Unused Funds by Municipality. Any Municipal Funds not spent on eligible expenses before December 30, 2020 must be returned to the County within 30 days after December 30, 2020.

CRF COMPLIANCE FORUM

17. Description. The Forum is a county-wide initiative between the County and all of the Municipalities that have requested upfront funding of the Municipal Funds. It is a single, integrated initiative to mutually benefit all municipalities and the County.

18. Purpose. The Forum shall work for the mutual benefit of the County and the Municipalities, which will promote administrative efficiency, streamline initial compliance measures, and continuing through a potential audit, and foster collaboration between our counties.

19. Benefits. The primary goals of the Forum are to:

- a. provide answers to specific questions (e.g., eligible uses of funds);
- b. provide assistance with documentation guidelines;
- c. reduce noncompliance risk;
- d. reduce administrative burdens;
- e. manage and control the potential federal compliance audit; and
- f. collaborate and integrate grant programs.

REMEDIES

20. Indemnity. To the extent allowable by law, the Municipality shall defend, indemnify, and hold harmless the County and its officers, commissioners, employees, volunteers, and agents, from any and all costs and expenses, damages, liabilities, demands, causes of action, suits, charges, or legal or administrative proceedings, claims and losses, including, without limitation, attorneys' fees and costs, caused by or arising out of any act or omission of the Municipality relating to the terms of this Agreement, including but not limited to any ineligible expenditures.

21. Recoupment. If the County, or its designee, reasonably determines that all or a portion of a Municipality's expenditure of Municipal Funds is an ineligible expenditure, then the Municipality shall immediately reimburse the County in an amount equal to the amount of the ineligible expenditure from funds of the Municipality other than Municipal Funds granted pursuant to this Agreement, and provide to the County evidence of such reimbursement. The Municipality shall have 30 days of receipt of the County's determination of an ineligible expenditure to reimburse the County for such expense. If the Municipality chooses to subsequently grant its Municipal Funds, it shall be responsible for properly tracing and accounting for when, how, why and by whom the expenses were ultimately incurred. This includes the documentation responsibilities listed in Paragraph 9(f-g) above. In the event the County has to enforce this Agreement, it shall be entitled to recover its reasonable attorney's fees and costs incurred in doing so.

22. Offset. To the extent allowable by law, the County reserves the right in its sole discretion to apply any money, damages or costs incurred as a result of a material breach of this agreement by the Municipality against the future distribution of future tax revenues or receipts from the County to the Municipality.

OTHER

23. Attorney's Fees and Costs. The County shall be entitled to recover its reasonable and necessary attorney's fees, costs and expenses, from the Municipality in the event the County must

enforce the terms of this Agreement in any way, including, but not limited to, litigation or mediation to the extent allowed by law.

24. Law and Venue. The laws of the State of Texas shall govern this Agreement, except where clearly superseded by federal law. Venue of any dispute shall be in a court of competent jurisdiction in Denton County, Texas.

25. No Assignment. The Municipality may not assign this Agreement.

26. Entire Agreement. This Agreement supersedes and constitutes a merger of all prior oral and/or written agreements and understandings of the parties on the subject matter of this Agreement and is binding on the parties and their legal representatives, receivers, executors, successors, agents and assigns.

27. Amendment. Any Amendment of this Agreement must be by written instrument dated and signed by both parties.

28. Severability. No partial invalidity of this Agreement shall affect the remainder unless the public purpose to be served hereby is so greatly diminished thereby as to frustrate the object of this Agreement.

29. Survival. All provisions of this Agreement that impose continuing obligations on the parties, including but not limited to payment, agreement purpose, and confidentiality shall survive the expiration or termination of this Agreement.

30. Waiver. No waiver by either party of any provision of this Agreement shall be effective unless in writing, and such waiver shall not be construed as or implied to be a subsequent waiver of that provision or any other provision.

31. Signature Authority. The signatories hereto represent to each other that they have the full right, power, and authority and have been given any approvals necessary to enter into this Agreement to bind the respective parties for which they sign, and to perform their obligations hereunder, and that the consent of no other parties is needed to fully effectuate this Agreement.

ATTACHMENTS

32. This is a list of attachments and is included with this agreement and incorporated herein, as appropriate:

1. Attachment A: Chapter 381 Resolutions of the County;
2. Attachment B: Form Budget of Expenditures and Description of Intended Uses;
3. Attachment C: CRF Guidelines, Regulations (including statute, FAQs, and Guidance).

DENTON COUNTY, TEXAS

TOWN OF BARTONVILLE, TEXAS

By: _____
Andy Eads, County Judge

By: _____
Mayor or City Manager

Date

Printed Name

Attest:

Printed Title

County Clerk

Date

Attest:

City Secretary

**Budget of Expenditures & Description of Intended Uses
(Budgeted Sources & Uses)**

Town of Bartonville

ELIGIBLE USE RESTRICTIONS: The CRF funds/Municipal Funds may be used to cover only those costs that:

- a. are necessary expenditures incurred due to the public health emergency with respect to the effects COVID-19;
- b. were not accounted for in the most recently approved budget [of the Municipality], including any amendments; and
- c. are incurred between March 1, 2020 and December 30, 2020.

Grant Amount ("Maximum Allocation," i.e., \$55 per capita amount) \$95,205

Category	Sub-Category	Tacking Indices	Description	Expenditures		
				Paid to Date	Proposed	Total
Category 1:						
Medical						
	Hospitals/Clinics	1.A		\$0	\$0	\$0
	Temporary Facilities	1.B		0	0	0
	Testing	1.C		0	0	0
	Emergency Reponse	1.D		0	0	0
	Telemedicine	1.E		0	0	0
	Sub-Total			0	0	0
Category 2:						
Public Health						
	Communication	2.A		0	0	0
	Medical, Protective Services	2.B		0	0	0
	Disinfection	2.C		0	0	0
	Technical Assistance	2.D		0	0	0
	Public Safety Measures	2.E		0	0	0
	Quarantine	2.F		0	0	0
	Sub-Total			0	0	0
Category 3:						
Payroll						
	Certain Payroll	3		0	0	0
Category 4:						
To Facilitate Compliance						
	Food Delivery	4.A		0	0	0
	Social Distancing/School Closings	4.B		0	0	0
	Telework	4.C		0	0	0
	Sick/Medical Leave	4.D		0	0	0
	Prisons/Jails	4.E		0	0	0
	Homelessness Care	4.F		0	0	0
	Sub-Total			0	0	0
Category 5:						
Economic Support						
	Business Grants	5.A		0	0	0
	Government Payroll	5.B		0	0	0
	Unemployment	5.C		0	0	0
	Sub-Total			0	0	0
Category 6:						
Other						
	Other	6		0	0	0
TOTAL ELIGIBLE EXPENDITURES				0	0	0
Municipality Programs: (Chapter 380)						
Amount of Contributions						
	Business Grant Program			0	0	0
	Housing or Food Program			0	0	0
	Total Contribution to Municipality Programs			0	0	0
County Programs (Chapter 381)						
Amount of Contributions						
	Business Grant Program			0	0	0
	Housing or Food Program			0	0	0
	Total Contribution to County Programs			0	0	0
TOTAL OF EXPENDITURES AND INTENDED USES				\$0	\$0	\$0

EXCESS CASH (OR DEFICIT) \$95,205



TOWN COUNCIL AGENDA ITEM NO. 5

REGULAR ITEM

DATE: June 16, 2020
FROM: Tammy Dixon, Town Secretary
ITEM: Discussion on Bartonville Clean Up Day Event.

SUMMARY:

The Annual Spring Clean Up event was cancelled due to the COVID-19 pandemic. This item is to discuss rescheduling the event to a date in July or August.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

N/A

RECOMMENDATION: Discussion item only.

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TOWN COUNCIL AGENDA ITEM NO. 6

REGULAR ITEM

DATE: June 16, 2020

FROM: Tammy Dixon, Town Secretary

ITEM: Discussion on scheduling a date for FY 20-21 budget work session.

SUMMARY:

Historically the first budget work session is held at the June regular meeting; however, due to the timing of the vacancy and hiring of the Town Administrator position additional time is needed to allow the new administrator time to prepare for the work session.

Staff is requesting a budget work session be scheduled at the end of June or early July.

FISCAL IMPACT:

N/A

LEGAL REVIEW:

N/A

ATTACHMENTS:

N/A

RECOMMENDATION: Discussion item only.