

CITY COUNCIL AGENDA

A Regular Meeting of the City Council of the City of Pearsall, Texas will be held on Tuesday, July 14, 2020, at 7:00 PM at the Pearsall City Hall, 215 S. Ash Street, Pearsall, Texas.

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/87883720299>

Or iPhone one-tap :

US: +13462487799,,87883720299# or +16699009128,,87883720299#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 346 248 7799 or +1 669 900 9128 or +1 253 215 8782 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 878 8372 0299

International numbers available: <https://us02web.zoom.us/j/87883720299>

COUNCIL MEMBERS

Mary Moore, Mayor

Julian Hernandez, Mayor Pro Tem

Richard Gandara, Council Member

Sonia Hernandez, Council Member

Brenda Treviño, Council Member

Abel Nieto, Council Member

Roland Segovia, Council Member

Davina Rodriguez, Council Member

- 1. Call To Order**
- 2. Roll Call and Announcement of a Quorum**
- 3. Invocation and Pledge of Allegiance**
- 4. Citizens to Be Heard**
- 5. Presentation**
 - A. Presentation by Police Chief Peter Salinas regarding the status of burned dilapidated buildings in the city limits.**
- 6. Public Hearing**
 - A. Open Public Hearing**

On a request for a Conditional Use Permit by Mr. Gilbert Barajas, Jr. to place a 2019 Double Wide 31' x 66' manufactured home. Property's legal description being 530 1411 Ortiz Pablo. Located at 734 N. Roosevelt. Property is currently zoned as an A-O; Agricultural & Open Space District.
 - B. Close Public Hearing**
 - C. Open Public Hearing**

On a request for a Conditional Use Permit by Mr. Jose Jr. & Rachel Amaya for John Sotello to place a 2020 Double Wide 27' x 43' manufactured home. Property's legal description being Lot 1 Block 4 Osteryoung. Located at 219 W. Phelps. Property is currently zoned as an A-O; Agricultural & Open Space District.

D. Close Public Hearing

7. New Business

- A. Discuss options for water line extension for area located in and around Business I-35 and Fields Road.
- B. Discuss and Consider Cares Act Coronavirus Relief Fund Certification and authorizing the Mayor to request grant payments from the State of Texas for federal funds appropriated pursuant to section 601 of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, on behalf of the City of Pearsall. - **Action Item**
- C. Discuss and Consider Declaration of Public Health Emergency #7, in accordance with state law. - **Action Item**
- D. Discuss and consider addendum number 1 to pandemic leave policy. - **Action Item**
- E. Discuss and Consider Ordinance No. 2020-07-01 amending Code of Conduct Ordinance No. 2016-10-01 passed by the City of Pearsall City Council on October 17, 2016. - **Action Item**
- F. Discuss and Consider Ordinance No. 2020-07-02, filling vacancies and expired term positions on the Ethics Commission in accordance with City Home Rule Charter. - **Action Item**
- G. Discussion and Consider pending applications for the City of Pearsall Boards and Commissions. - **Action Item**
- H. Discuss and Consider Ordinance No. 2020-07-05 adopting the 2018 edition of the International Plumbing Code, as amended; the 2017 edition of the National Electric Code, as amended; amending the code of ordinances; providing a severability clause; and providing a penalty clause. - **Action Item**
- I. Discuss placement of monument signs at city hall and annex building.
- J. Discuss and Consider Ordinance No. 2020-07-03 allowing for the placement of a 2019 Double Wide manufactured home. Property's legal description being 530 1411 Pablo Ortiz. Located at 734 N. Roosevelt. Property is currently zoned as an R-1; Single & Two Family Dwelling District. - **Action Item**
- K. Discuss and Consider Ordinance No. 2020-07-04 allowing for the placement of a 2020 Double Wide manufactured home. Property's legal description being Lot 1 Block 4 Osteryoung. Located at 219 W. Phelps. Property is currently zoned as an A-O; Agriculture & Open Space District. - **Action Item**

8. **Executive Session - In Accordance with Texas Government Code Chapter 551, Subchapter D:**

The City Council of the City of Pearsall may at any time during the meeting close the meeting and hold an executive session pursuant to the Texas Open Meetings Act codified as Chapter 551, Texas Government Code which permits closed meetings pursuant to Section 551.071 for purpose of consulting with its attorneys; Section 551.072, deliberating about real property; Section 551.073, deliberating about gifts, and donations; Section 551.074, deliberating about personnel matters; Section 551.076, deliberating about security devices; Section 551.084, regarding exclusion of witness from witness in connection with an investigation; Section 551.086 deliberating, voting, and taking action as a power utility on a competitive matter; Section 551.087 deliberating about economic development negotiations; and Section 551.088, deliberating about test items to discuss and/or deliberate any of the posted matters to be considered during the open meeting. If it does go into Executive Session, the City Council may deliberate in executive session, then reconvene in open session, vote on the matter in open session, and announce it for the City Council minutes.

A. Discussion regarding the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the City Manager.

9. **Open Session**

A. Discuss and consider the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of the City Manager. - **Action Item**

10. **Staff Reports**

A. June Staff Reports - **Action Item**

11. **Review of Bills Paid**

A. June 2020 Bills

12. **City Council Inquiries For Staff And/Or Items For Future Agendas – NO DISCUSSION OR ACTION ON ANY OF THESE ITEMS AT THIS TIME**

13. **General Announcements**

14. **Adjournment**

Posted for Public Inspection on this July 10, 2020, at 5:30 PM.

By: 
Federico Reyes, Jr., City Manager

I certify that the above notice of meeting was posted on the bulletin board of the Pearsall City Hall, 215 S. Ash Street, Pearsall, Texas, on July 10, 2020, at 5:30 PM.

By: 
Krystal Garcia, City Clerk

This meeting location is wheelchair-accessible. Parking for mobility-impaired persons is available. Any request for sign interpretive services must be made forty-eight hours in advance of the meeting. To make arrangements, call the City Clerk at (830) 334-3676.

Burned Structures





1507 N. Oak



1507 N. Oak



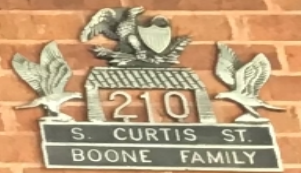
210 S. Curtis



210 S. Curtis



210 S. Curtis



210 S. Curtis





210 S. Curtis



410 E. Trinity



431 N. Llamas



431 N. Llamos



431 N. Llamos



330 Gilliam

330 Gilliam





330 Gilliam

Finally Some Progress!



VectorStock®

VectorStock.com/17685402

Before
607 S. Apple St.



607 S. Apple



607 S. Apple

After 607 S. Apple St.



After 607 S. Apple St.



After
607 S. Apple St.

Before
519 N. Chestnut St.

519 N. Chestnut

519 N. Chestnut

519 N. Chestnut

519 N. Chestnut



519 N. Chestnut



519 N. Chestnut



404 N. Chestnut

After 519 N. Chestnut



After 519 N. Chestnut



After 519 N. Chestnut



After 519 N. Chestnut



Before
420 S. Apple St.

420 S. Apple



420 S. Apple





420 S. Apple



420 S. Apple

After 420 S. Apple



After 420 S. Apple



**ORDINANCE
NO. 2020-07-03**

AN ORDINANCE GRANTING A REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW FOR THE PLACEMENT OF A 2019 DOUBLE-WIDE 31' x 66' MANUFACTURED HOME ON THE PROPERTY LEGALLY DESCRIBED AS BEING 5301411 ORTIZ PABLO, LOCATED AT 734 N. ROOSEVELT ST., IN THE CITY OF PEARSALL, FRIO COUNTY, TEXAS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Gilbert Barajas, Jr. Owner of the Property a filed a request for a Conditional Use Permit to for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on his property legally described as being 5301411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas; and

WHEREAS, pursuant to Section 23, F.1. (ii.) of the Manufactured Home Ordinance dated May 13, 1998, proper notice was provided to residents living within 200' of the request for Conditional Use Permit and where the Planning and Zoning Commission following no public opposition voted to recommend this conditional permit request to the City Council; and

WHEREAS, the City Council finds it is in the public interest to approve the requested Conditional Use Permit to for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on the property legally described as being 530 1411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARSALL, TEXAS:

Section 1: That the Conditional Use Permit requested by Gilbert Barajas, Jr, Owner of the for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on his property legally described as being 530 1411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas, is hereby approved subject to the general conditions of Section 23 of the Manufactured Home Ordinance.

Section 2: This Ordinance, upon passage shall be published twice in the newspaper of general circulation in the City, effective from and after the date of its publication, as provided by law.

PASSED, APPROVED, and ADOPTED this the 14th day of July, 2020.

Mary Moore
Mayor

ATTEST:

Krystal Garcia
City Clerk

City Council Agenda

Approved for Agenda:
FR
City Manager's Office

MEETING DATE: 07/14/20

TO: City Council

FROM: Federico Reyes, City Manager

SUBJECT: Discuss water line extension in and around Business-35 and Fields Road

Purpose:

We have received requests for water services from two businesses that are in the area that was annexed in 2018. One business is currently in the design phase of construction. CDM Smith Engineering has assisted city staff the past few weeks providing potential solutions for extending water services to this area.

Recommended City Council Action

☐ Approve ☐ Deny ☒ Directional / Informational

Fiscal Impact:

None

Discussion:

City recommends entering a task order with CDM Smith for design services to extend water across Business-35 and move forward with a short- and long-term solution for providing water services for this area.

Project: City of Pearsall Trailboss Water Line Conceptual
Construction Cost Estimate Date: June 26, 2020
Open Cut Option (From Fields Rd to property) Option 1

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Price	Extended Price
1	Traffic Control Plan	LS	1	\$ 2,159	\$ 2,159
2	6" PVC AWWA C-900 (DR-14) Water Pipe by Open Cut	LF	1965	\$ 32	\$ 62,218
3	1" PVC AWWA C-900 (DR-18) Water Pipe by Open Cut	LF	300	\$ 5	\$ 1,581
4	Install Fire Hydrant	EA	1	\$ 4,038	\$ 4,038
5	6" Gate Valve	EA	1	\$ 1,066	\$ 1,066
6	Connect to Existing Water Line	EA	1	\$ 2,919	\$ 2,919
7	1" Water Meter/Service Connection	EA	1	\$ 2,621	\$ 2,621
SUBTOTAL					\$ 76,602
Contingency					30%
SUBTOTAL					\$ 99,582
Overhead and Profit					15%
Total Open Cut Estimate					\$ 114,519

Project: City of Pearsall Trailboss Water Line
Conceptual Construction Cost Estimate Date:
June 26, 2020
Boring (From N Oak Rd to property) Option 2

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Price	Extended Price
1	Traffic Control Plan	LS	1	\$ 2,159	\$ 2,159
2	8" PVC AWWA C-900 (DR-14) Water Pipe	LF	70	\$ 39	\$ 2,757
3	16" Steel Casing Pipe by Other Than Open Cut (Excludes Carrier Pipe)	LF	70	\$ 229	\$ 16,040
5	Install Fire Hydrant	EA	1	\$ 4,038	\$ 4,038
6	8" Gate Valve	EA	1	\$ 1,421	\$ 1,421
7	Connect to Existing Water Line	EA	1	\$ 2,919	\$ 2,919
8	1" Water Meter/Service Connection	EA	1	\$ 2,621	\$ 2,621
SUBTOTAL					\$ 31,954
Contingency					30%
SUBTOTAL					\$ 41,541
Overhead and Profit					15%
Total Boring Estimate					\$ 47,772

City of Pearsall
 Conceptual Construction Cost Estimate
 2" Trailboss Water Line Connection by Boring (From N Oak Rd to Trailboss property)
 Date: July 2, 2020
 Option 3

Item No.	Description	Unit	Qty.	Unit Price	Extended Price
1	Traffic Control Plan	LS	1	\$ 2,159	\$ 2,159
2	2" PVC AWWA C-900 (DR-14) Water Pipe	LF	130	\$ 34	\$ 4,420
3	6" Steel Casing Pipe by Other Than Open Cut (Excludes Carrier Pipe)	LF	50	\$ 86	\$ 4,300
4	2" Gate Valve	EA	1	\$ 597	\$ 597
5	Connect to Existing Water Line	EA	1	\$ 1,350	\$ 1,350
6	2" Water Meter/ Service Connection	EA	1	\$ 3,000	\$ 3,000
Subtotal					\$ 15,800
Contingency					30%
Subtotal					\$ 20,500
Contractor Overhead and Profit					15%
Total					\$ 23,600

Expected Lower Accuracy Range (-10% to -20%)	\$ 18,880	\$ 21,240
Expected Higher Accuracy Range (+10% to +30%)	\$ 25,960	\$ 30,680

*The conceptual construction cost estimate is based on planning level design assumptions with a reasonable amount of contingency added. The cost estimate is Class 3 Estimate per the Association for the Advancement of Cost Engineering International (AACEI). Class 3 estimates are those estimates with project definition level from 10% to 40% for budget purposes. Class 3 comprise Semidetailed unit costs with assembly level line items. For Class 3 estimates, typical accuracy ranges are from -10% to -20% on the lower end and are from +10% to +30% on the higher end. Class 3 estimates are typically prepared using mixed estimating methods but primarily stochastic methods for cost estimating. Source: AACEI Standard 17-R97



STATE OF TEXAS

May 11, 2020

Dear County and City Leaders:

Thank you for your continued work to combat the coronavirus and address the ancillary effects of that fight in your communities. These are tremendously difficult times for all Texans. Please know that the elected representatives in your state government are working continuously to protect the health and safety of this state, mitigate the economic ramifications of COVID-19, and build a path towards recovery.

As you are keenly aware, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide much needed resources to help governments, businesses, and individuals respond to the current pandemic. President Trump signed the CARES Act into law and his administration continues to provide guidance on the numerous avenues of federal funding the legislation provides. Within the CARES Act, the Coronavirus Relief Fund (CRF) was created to provide financial resources to state and local governments. As it relates to the CRF, Texas has received approximately \$11.24 billion from the United States Department of Treasury (Treasury) for direct coronavirus related expenses based on the funding formula provided in the CARES Act.

Consistent with the CARES Act, 45 percent of the total \$11.24 billion state allocation—approximately \$5.06 billion—will be made available to local governments. Of that \$5.06 billion, Treasury has directly sent just over \$3.2 billion to the six cities and 12 counties in Texas with a population greater than 500,000. That leaves approximately \$1.85 billion that the state can make available to the cities and counties in the rest of the state.

Counties below 500,000 population and the Cities within them

The 242 counties, and each of the cities within those counties, that did not receive direct allocations from Treasury are eligible to apply to the state for a per capita allocation from the \$1.85 billion. Cities with a population less than 500,000 located in counties with a population exceeding 500,000 are addressed later in this letter. County allocations will be calculated based on the population in the unincorporated areas of the county. We encourage cities and counties to work together to address expenses that cross jurisdictional lines.

The first allocation from the \$1.85 billion in local funds will be made available to these cities and counties on a \$55 per capita allotment. Twenty percent of each jurisdiction's allocation will be available immediately upon certification to the State that grant terms will be followed. Importantly, Treasury has provided strict guidelines for local governments to receive funds. Treasury affirmed that the State can transfer funds to local governments "provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act." Treasury has also instructed that "funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure." Also, all costs must be incurred before December 30, 2020, to qualify for funding.

Once jurisdictions provide documentation on the initial funding, they will then be able to access the remainder of their allocation on a reimbursement basis. The unallocated funds will be reserved for local expenses as future outbreaks and the long-term impacts of COVID-19 are better known.

Cities below 500,000 population within Counties exceeding 500,000 population

The direct Treasury disbursements to the 12 counties were calculated based on their population, less the total population inside cities larger than 500,000 that reside within those counties. In the same way that cities and counties across the rest of the state will be provided funding on a per capita basis, and are encouraged to work together to address expenses that cross jurisdictional lines, the 12 counties that received direct funding from Treasury based on the total number of residents in their counties (excluding those in the six largest cities) are expected to use their funds to address expenses incurred by incorporated areas with a population less than 500,000 that are located in those counties as well as the needs of residents in unincorporated areas of those counties. Each of the incorporated areas located in a county that received a direct allocation from Treasury should seek funding for COVID-19 expenses directly from that county.

How to Apply

The Texas Division of Emergency Management (TDEM) will administer the reimbursement process for the CRF. TDEM is partnering with Texas A&M AgriLife Extension to provide individual assistance to each of you throughout the process, and that work is already underway. All of the information to apply for the CRF, as well as guidance about eligible uses, can be found at the following website: www.tdem.texas.gov/crf. Questions can also be emailed to TDEM at CRF@tdem.texas.gov.

Thank you again for your work on behalf of your residents. All Texans expect government to work in a unified fashion to address this unprecedented situation, and we will continue to do so. We understand there will be numerous questions, and we are committed to working through them with you. In the meantime, please refer to the TDEM website for guidance.

Sincerely,



Governor Greg Abbott



Lt. Governor Dan Patrick



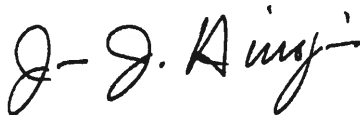
Speaker Dennis Bonnen



Senator Jane Nelson
Chair, Senate Finance Committee



Representative Giovanni Capriglione
Chair, House Appropriations Committee



Senator Juan Chuy Hinojosa
Vice-Chair, Senate Finance Committee



Representative Oscar Longoria
Vice-Chair, House Appropriations Committee

EXHIBIT B – CARES ACT CORONAVIRUS RELIEF FUND ELIGIBILITY CERTIFICATION

I, **Mary Moore**, am the Mayor of the **City of Pearsall, Texas** ("County"/"Municipality"), and I certify that:

1. I have the authority on behalf of County/Municipality to request grant payments from the State of Texas ("State") for federal funds appropriated pursuant to section 601 of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020).
2. I understand that the State will rely on this certification as a material representation in making grant payments to the County/Municipality.
3. I acknowledge that City should keep records sufficient to demonstrate that the expenditure of funds it has received is in accordance with section 601(d) of the Social Security Act.
4. I acknowledge that all records and expenditures are subject to audit by the United States Department of Treasury's Inspector General, the Texas Division of Emergency Management, and the Texas State Auditor's Office, or designee.
5. I acknowledge that City has an affirmative obligation to identify and report any duplication of benefits. I understand that the State has an obligation and the authority to deobligate or offset any duplicated benefits.
6. I acknowledge and agree that County/Municipality shall be liable for any costs disallowed pursuant to financial or compliance audits of funds received.
7. I acknowledge that if City has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the United States Department of the Treasury.
8. I acknowledge that the County/Municipality's proposed uses of the funds provided as grant payments from the State by federal appropriation under section 601 of the Social Security Act will be used only to cover those costs that:
 - a. are necessary expenditures incurred due to the public health emergency and governor's disaster declaration on March 13, 2020 with respect to the Coronavirus Disease 2019 (COVID-19);
 - b. were not accounted for in the budget most recently approved as of March 27, 2020, for County/Municipality; and
 - c. were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

In addition to each of the statements above, I acknowledge on submission of this certification that my jurisdiction has incurred eligible expenses between March 1, 2020 and the date noted below.

By: Mary Moore

Signature: _____

Title: Mayor, City of Pearsall, Texas

Date: _____

EXHIBIT C - CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned grantee, **Mary Moore, Mayor of the City of Pearsall, Texas**, certifies, to the best of his or her knowledge that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. Sec. 1352 (as amended by the Lobbying Disclosure Act of 119). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The grantee, **Mary Moore, Mayor of the City of Pearsall, Texas**, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, grantee understands and agrees that the provisions of 31 U.S.C. Sec. 3801 *et seq.* apply to his certification and disclosure, if any.

By: Mary Moore

Signature: _____

Title: Mayor, City of Pearsall, Texas

Date: _____

Please initial by each Exhibit, acknowledging you have received them, understand them, and agree to abide by them.

_____ State of Texas Assurances, hereinafter referred to as "Exhibit A"

_____ CARES Act Coronavirus Relief Fund Eligibility Certification, hereinafter referred to as "Exhibit B"

_____ Certification Regarding Lobbying, hereinafter referred to as "Exhibit C"

Please sign below to acknowledged acceptance of the grant and all exhibits in this Grant Agreement, and to abide by all terms and conditions.

By: Mary Moore

Signature: _____

Title: Mayor, City of Pearsall, Texas

Date: _____

—

Place	Jan 2019 Population Est.	Relative Population	\$55 Per Capita	20% of Allocation
	2,014			
Floyd County	5,712	1,397	\$76,835	\$15,367
Floydada	2,670	2,670	\$146,850	\$29,370
Lockney	1,645	1,645	\$90,475	\$18,095
	4,315			
Foard	1,155	297	\$16,335	\$3,267
Crowell	858	858	\$47,190	\$9,438
	858			
Franklin County	10,725	7,287	\$400,785	\$80,157
Mount Vernon	2,739	2,739	\$150,645	\$30,129
Winnsboro	699	699	\$38,445	\$7,689
	3,438			
Freestone County	19,717	11,647	\$640,585	\$128,117
Fairfield	2,980	2,980	\$163,900	\$32,780
Kirvin	137	137	\$7,535	\$1,507
Oakwood	37	37	\$2,035	\$407
Teague	3,588	3,588	\$197,340	\$39,468
Wortham	1,076	1,076	\$59,180	\$11,836
Streetman	252	252	\$13,860	\$2,772
	8,070			
Frio County	20,306	5,245	\$288,475	\$57,695
Dilley	4,405	4,405	\$242,275	\$48,455
Pearsall	10,656	10,656	\$586,080	\$117,216
	15,061			
Gaines County	21,492	10,965	\$603,075	\$120,615
Seagraves	2,886	2,886	\$158,730	\$31,746
Seminole	7,641	7,641	\$420,255	\$84,051
	10,527			
Galveston County	342,139	41,865	\$2,302,575	\$460,515
Bayou Vista	1,648	1,648	\$90,640	\$18,128
Clear Lake Shores	1,164	1,164	\$64,020	\$12,804
Dickinson	21,532	21,532	\$1,184,260	\$236,852
Friendswood	28,606	28,606	\$1,573,330	\$314,666
Galveston	49,638	49,638	\$2,730,090	\$546,018
Hitchcock	7,855	7,855	\$432,025	\$86,405
Jamaica Beach	1,080	1,080	\$59,400	\$11,880
Kemah	2,047	2,047	\$112,585	\$22,517
La Marque	16,817	16,817	\$924,935	\$184,987
League City	104,260	104,260	\$5,734,300	\$1,146,860
Santa Fe	13,624	13,624	\$749,320	\$149,864

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of June 24, 2020**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

¹ The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

May a State impose restrictions on transfers of funds to local governments?

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?

No. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

May recipients use Fund payments to provide loans?

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

May funds be used to satisfy non-federal matching requirements under the Stafford Act?

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

Are Fund payments to State, territorial, local, and tribal governments considered grants?

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are “other financial assistance” under 2 C.F.R. § 200.40.

Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Are Fund payments subject to other requirements of the Uniform Guidance?

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?

Yes. The CFDA number assigned to the Fund is 21.019.

If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients’ total funding received from the federal government for purposes of the Single Audit Act?

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program

or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.



CITY OF PEARSALL

EMERGENCY DECLARATION #7 OF MAYOR MARY MOORE

ISSUED JULY 14, 2020

WHEREAS, pursuant to Texas Government code Section 418.108, Mayor Mary Moore declared a state of local disaster on March 19, 2020 due to imminent threat arising from COVID-19;

WHEREAS, in accordance with Texas Government Code Section 418.108(b), on June 22, 2020, the City of Pearsall City Council approved an Order Continuing Declaration of State of Local Disaster for City of Pearsall and on July 14, 2020, the City of Pearsall City Council again approved an additional Order Continuing Declaration of State of Local Disaster for City of Pearsall (hereafter, the ***"Second Order of Continuation of Declaration"***);

WHEREAS, in accordance with Texas Government Code Section 418.108(b), the consent by City Council authorizes the City of Pearsall Mayor to continue to exercise the powers granted by the Texas Disaster Act of 1975 for the period specified in the order;

WHEREAS, there currently still exists a declaration of public health disaster in and for the State of Texas as declared by Texas Governor Greg Abbott and the Texas Department of State Health Services (DSHS) and by approval of the Second Order of Continuation of Declaration, the City of Pearsall City Council authorized the City of Pearsall Mayor to take such actions as are necessary in order to protect the health, safety and welfare of the citizens of City of Pearsall by the issuance of executive orders as necessary (each, an ***"Executive Order"***)

WHEREAS, the transmission of COVID-19 has not dissipated but remains a significant threat to the health and safety of the City of Pearsall Community and rates of infection are increasing at an alarming exponential rate and the number of people ending up in the hospital, ICU, or on ventilators is also dramatically rising despite efforts by local authorities to control the spread;

WHEREAS, the Mayor has determined that extraordinary emergency measures must be taken to try and mitigate the effects of this public health emergency and to facilitate a response to the public health threat;

WHEREAS, a Mayor is authorized to control ingress to and egress from a disaster area and control the movement of persons and occupancy of premises on an appropriate local scale in accordance with Section 418.108(g) of the Texas Government Code and his authority as Emergency Management Director;

WHEREAS, it is in the intent of this Executive Order to remain as consistent with and to harmonize, to the extent possible, the executive orders of Governor Abbott and the current declaration of the Mayor of the City of Pearsall (as extended or modified) ; and

WHEREAS, by the authority vested in me as Mayor of the City of Pearsall and as the Emergency Management Director for the City of Pearsall to continue to protect the health and safety of the community and address developing and rapidly changing circumstances when presented by the current public health emergency, I hereby rescind my previous Executive Orders and any Supplemental Executive Orders and

issue this revised Executive Order in their place.

PURSUANT TO THE DISASTER ACT OF 1975, MAYOR MARY MOORE HEREBY ISSUES THIS EXECUTIVE ORDER AS FOLLOWS:

Effective as of 11:59 p.m. on Tuesday, July 14, 2020 (“**Effective Date**”), and continuing through 11:59 p.m. on Tuesday, August 11, 2020 unless extended, modified or terminated early by City of Pearsall Mayor Mary Moore or as otherwise indicated below:

- I. **Public Health Emergency.** That this Executive Order shall continue the local disaster declaration and public health emergency for City of Pearsall for the period specified in this Executive Order and shall incorporate and adopt the most recent executive order GA-26 issued by Governor Greg Abbott on June 3, 2020, and any subsequent orders by the Governor relating to the expanded opening of Texas in response to the COVID-19 disaster.
- II. **Health and Safety Policy - Commercial Entities.** From the date of this Executive Order, all commercial entities in City of Pearsall providing goods or services directly to the public must develop and implement a health and safety policy (“*Health and Safety Policy*”). The Health and Safety Policy must require, at a minimum, that all employees or visitors to the commercial entity’s business premises or other facilities wear face coverings when in an area or performing an activity which will necessarily involve close contact or proximity to co-workers or the public where six feet of separation is not feasible. The Health and Safety Policy required to be developed and implemented by this Executive Order may also include the implementation of other mitigating measures designed to control and reduce the transmission of COVID-19 such as temperature checks or health screenings. Commercial entities must post the Health and Safety Policy required by this Executive Order in a conspicuous location sufficient to provide notice to employees and visitors of all health and safety requirements. Failure to develop and implement the Health and Safety Policy required by this Executive Order within five (5) calendar days following the Effective Date may result in a fine not to exceed \$1,000 for each violation.
- III. **Face Coverings – General Public.** That all people 10 years or older shall wear a face covering over their nose and mouth when in a public space where it is difficult to keep six feet away from other people or working in areas that involve close proximity with other coworkers. The CDC advises face coverings for people 2 years or older. Face coverings may include homemade masks, scarfs, bandanas, or a handkerchief. City of Pearsall residents should continue to maintain social distancing of at least six feet while outside their home. City of Pearsall employees are also required to wear face coverings under the same circumstances as the general public.

IT IS STRONGLY RECOMMENDED THAT YOU NOT OBTAIN OR WEAR MEDICAL MASKS or N-95 RESPIRATORS AS THEY ARE A NEEDED RESOURCE FOR HEALTH CARE PROVIDERS AND FIRST RESPONDERS.

Our healthcare workers and first responders on the front-line combating COVID-19 must have priority access to medical masks or other personal protective equipment. Face coverings do not need to be worn in the following circumstances:

- When exercising outside or engaging in physical activity outside
- While driving alone or with passengers who are part of the same household as the driver
- When doing so poses a greater mental or physical health, safety, or security risk
- While pumping gas or operating outdoor equipment
- While in a building or activity that requires security surveillance or screening, for example,

banks

- When consuming food or drink

Please note that face coverings are a secondary strategy to other mitigation efforts. Face coverings are not a replacement for social distancing, frequent handwashing, and self-isolation when sick. All people should follow CDC recommendations for how to wear and take off a mask. Residents should keep up the following habits while in public:

- washing hands before you leave home and when you return,
- staying at least six feet away from others,
- avoiding touching nose or face,
- not using disposable masks more than three times, and
- washing reusable cloth masks regularly to prevent the spread of the virus.

Consistent with Executive Order GA-26 issued by Governor Greg Abbott, no civil or criminal penalty will be imposed on individuals for failure to wear a face covering.

IV. **City of Pearsall Facilities.** That the City of Pearsall facilities shall have limited points of access, subject to modification as deemed necessary by the City Manager, and that all other city-owned or leased buildings have a single controlled point of entrance. Further, all citizens and employees shall be appropriately screened before entering any City of Pearsall owned or leased building. At the control points, citizens and employees shall be asked certain risk-related questions and their temperature taken by least obtrusive means. Any individual with a temperature exceeding 100 °F or who fails the screening process will be not be allowed to enter the building. Citizens are encouraged to call the department or office you are attempting to visit prior to visiting a city-owned or leased facility. All social distancing measures must be implemented at the above-described control points and while in any City of Pearsall facility.

V. **City of Pearsall Essential Business.** That residents of Pearsall conduct essential Pearsall business online or via regular mail to avoid visiting any Pearsall facilities unless authority necessary.

VI. **Severability.** The sections, paragraphs, sentences, clauses and phrases of this Executive Order are severable and if any phrase, clause, sentence, paragraph or section of this Executive Order should be declared invalid by the final judgment or decree of any court or competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections that can be given effect without the invalid provisions, and to this end, the provisions of this Executive Order are severable.

VII. **Interpretation and Additional Terms.** To the greatest extent possible, this Executive Order shall be interpreted as consistent with and supplemental to any executive order issued by the Texas Governor. All provisions of the executive order of the Texas jurisdictions by law shall be automatically incorporated into and constitute terms of this Executive Order, enforceable as if set forth herein without necessity for the issuance of any further orders.

VIII. **Enforcement.** Excepting Section III of this Executive Order and in accordance with the limitations contained in the executive orders of Governor Abbott, that any peace officer or other person with lawful authority is hereby authorized to enforce the provisions of this Executive Order in accordance with the authority granted under the Texas Disaster Act of 1975.

ORDERED this 14th day of July, 2020

Mary Moore, Mayor

City Council Agenda

Approved for Agenda:
FR
City Manager's Office

MEETING DATE: 07/14/20

TO: City Council

FROM: Federico Reyes, City Manager

SUBJECT: Discuss and consider addendum number 1 to pandemic leave policy

Purpose:

As the spread of Covid-19 continues, the city will be taking precautionary measures as we continue to safely work and provide essential services for the city. The attached addendum addresses measures that will be taken when employees are exposed, exhibit symptoms and return to work after their illness with COVID -19.

Recommended City Council Action

☒ Approve ☐ Deny ☐ Directional / Informational

Fiscal Impact:

None

Discussion:

Other precautionary measures we have or will put in place include:
Temperature checks for employees at the beginning of each work day
Mask will need to be worn in the office and/or areas where social distancing is not possible
City offices will be professionally disinfected at least twice a month



ADDENDUM #1
CITY OF PEARSALL INTERDEPARTMENTAL
POLICY AND PROCEDURE
EMERGENCY PANDEMIC LEAVE POLICY

RETURN TO WORK STRATEGIES:

In accordance with the Centers for Disease Guidelines, the City of Pearsall will employ one Return to Work Strategy as it relates to employees who are suspected or have tested confirmed COVID-19.

Test- Based Strategy

Employees who have tested positive for COVID-19 cannot return to work until the following criteria are met:
No fever without the use of fever-reducing medications; and
Improvements in respiratory symptoms (e.g. cough, shortness of breath); and
Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection from at least two consecutive respiratory specimens collected greater than 24 hours apart (for a total of two negative specimens)

Direct Exposure to COVID-19/Symptomatic Employees

City staff that have had direct exposure (close contact) to individuals who have tested positive for COVID-19 and have not been cleared by a medical professional as non-contagious will be required to self-quarantine for three days. City staff will monitor their symptoms during these three days and will have a COVID-19 test done before they return to work. Department heads will be responsible for scheduling and testing of each employee that reports exposure.

Direct exposure (close contact) will be defined as:

- Living in the same house as a sick person with COVID-19
- Caring for a sick person with COVID-19
- Being within 6 feet of a sick person with COVID-19 for 15 minutes or more without a face mask
- Being in direct contact with secretions from a sick person with COVID-19 (e.g. being coughed or sneezed on, kissing, sharing utensils, etc.)

City staff who exhibit symptoms (e.g. cough, fever) will be required to have a test performed, self-quarantine and receive a negative test result before they can return to work.

Additional Precautions:

Temperature checks will be performed at least one time per day during business hours. Employees who exhibit a fever greater than 100.4 will be sent home for the day. Employees will be responsible for monitoring these and other symptoms. The city may require the employee to test for COVID-19 before they can return to work.

City staff will be required to wear face masks while at work in accordance with CDC guidelines.



CITY OF PEARSALL

**EMERGENCY PANDEMIC LEAVE
POLICY ACKNOWLEDGEMENT FORM**

I, _____ an employee of the City of Pearsall, do hereby affirm I have read and understand Emergency Pandemic Leave Interdepartmental Policy Addendum #1 and do hereby confirm I understand the provisions of the policy.

Employee's Signature

Date

**ORDINANCE
NO. 2020-07-01**

AN ORDINANCE AMENDING ORDINANCE NO. 2016-10-01 PASSED BY THE CITY OF PEARSALL, FRIO COUNTY, TEXAS ON THE 17TH DAY OF OCTOBER, 2016, ESTABLISHING A CODE OF CONDUCT AND STANDARDS; AND PROVIDING DISCIPLINARY MEASURES FOR VIOLATION OF SUCH STANDARDS; AND PROVIDING A SEVERABILITY CLAUSE, A REPEALING CLAUSE, AND AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Pearsall, Texas, upon full consideration of the matters has determined the desirability and necessity of providing standards of conduct for the City's public officials and employees and providing disciplinary measures for violations of such standards; and

WHEREAS, the City Council of the City of Pearsall, Texas, upon consideration finds and determines that a Code of Conduct should be adopted by enunciate standards of conduct for the City's public officials and employees

WHEREAS, the attached Exhibit "Exhibit A" will serve as the policy and procedural mechanism for the implementation of this ordinance

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARSALL, TEXAS.

The following Code of Conduct is hereby adopted as herein contained

"CODE OF CONDUCT"

Section 1. POLICY

It is hereby declared to be the policy of the City that the proper operation of Democratic Government requires that public officials and employees be independent, impartial, and responsible only to the people of the City; that no officer, employee or member of any standing committee or board shall permit any interest, financial or otherwise, direct or indirect, or engagement in any business-transaction, or professional activity to conflict with the proper discharge of his duties in the public interest; That public office not be used for personal gain, and that the City Council at all time shall be maintained as a non-partisan body. To implement such a policy, the City Council deems it advisable to enact a Code of Conduct for all officials and employees, whether elected or appointed, paid or unpaid. To serve not only as a guide for official conduct of the City's public servants, but also as a basis for discipline for those who refuse to abide by its terms, the overriding interest being that officers and employees of the City of Pearsall shall at all times strive to avoid even the appearance of impropriety.

Section 2. DEFINITIONS

The following words, terms and phrases, when used in this Article, shall have the meanings subscribed to them in this Section, except where the context clearly indicates a different meaning.

1. **EMPLOY** means any person employed by the City, including those individuals on a part-time basis, but shall not mean any independent contractor hired by the City.
2. **OFFICER OR OFFICIAL** means any member of the City Council and any appointed member of a board, commission or committee set up by ordinance, charter, state law or otherwise, on a temporary or

permanent basis excluding those boards, commissions or entities not operating under the direct authority of or subject to the direct control of the City Council.

3. **RELATIVE** means any person related to an officer or employee within the first degree by consanguinity or affinity and shall include a spouse, father, mother, son, daughter, brother or sister.

4. **CITY COUNCIL** means the legislative and governing body of the City consisting of the Mayor and Councilmembers.

Section 3. STANDARDS OF CONDUCT-OFFICERS AND EMPLOYEES

No officer or employee of the City or relative of a Council Member shall:

- (1) Have a financial interest, direct or indirect, in any contract with the City, nor shall be financially interested, directly or indirectly, in the sale to the City of any land, or rights or interest in any land, materials, supplies, or service.

The “financial interest” contemplated under this paragraph requires that the officer or employee receive an actual financial benefit from the transaction with the City. An Actual financial benefit from the transaction shall not include:

- (a) An ownership in the entity transacting with the City where the ownership interest is less than one (1) percent.
 - (b) Compensation as an employee, officer or director of the entity transacting with the City where such compensation is not affected by the entity’s transaction with the City.
- (2) Participate in a vote or decision or any matter in which the officer or employee has a direct or indirect financial interest or in which a relative of the officer or employee has a direct or indirect financial interest or in which a relative of the officer or employee has a direct or indirect financial interest. It is expressly provided herein that an investment or ownership in a publicly held company in an amount less than \$10,000 does not constitute a prohibited financial interest under this Code.
- (3)
 - (a) No employee or City Council member shall represent or appear in behalf of private interests of other before any agency of the City of any City board, commission, or committee, nor shall he represent any private interest of others in any action or proceeding involving the City, nor voluntarily participate on behalf of others in any litigation to which the City might be party.
 - (c) No other officer shall represent or appear in behalf of the private interest of others before the board, commission, or committee of which he is a member, or before the board, commission, or committee of which he is a member, or before the City council or other board on an appeal from such board, commission or committee concerning such matter.
- (4) Accept any gift, or favor from any person that might reasonably tend to influence him in the discharge of his official, or grant in the discharge of his official duties any improper favor, service or thing of value.
- (5) Use his official position to secure special privileges or exemptions for himself or others.
- (6) Grant any special consideration, treatment or advantages to any citizen, individual, business organization or group beyond that which is normally available to every other citizen, individual,

business organization or group. This shall not prevent the granting of fringe benefits to City employees as a part of their contract of employment or as an added incentive to the securing or retaining of employees.

- (7) Disclose information that could adversely affect that property, government or affairs of the City; nor directly or indirectly use any information gained solely by reason of his official position or employment for his own personal gain or benefit or for the private interest of others.
- (8) Disclose confidential information.
- (9) Engage in any outside activities which will conflict with, or will be incompatible with his position as an officer of the City, the duties assigned to him in his employment with the City, or in which his employment in the City will have him an advantage over others engaged in a similar business, vocation or activity.
- (10) Accept other employment incompatible with the full and proper discharge of his duties and responsibilities with the City, or which might impair his independent judgement in the performance of his duty.
- (11) Receive any fees or compensation for his services as an officer or employee of the City from any source other than the City, except as may otherwise be provided by law. This shall not prohibit his performing the same or other services for a private organizations that he performs for the City if there is no conflict with his duties and responsibilities.
- (12) While in uniform or on active duty or in the course and scope of this employment, term or appointment use the influence or prestige of his position or title as an officer or employee of the City of Pearsall for or against any candidate for any elective office, but shall at all times maintain the non-partisan policy of the City, provided that all officials and employees are encouraged to register and vote as they may choose in all local, state, and national elections. Notwithstanding the foregoing, no officer or employee shall be prohibited from participating in any political process solely in his or her individual capacity as a private citizen.
- (13) Knowingly perform or refuse to perform any act to deliberately thwart the execution of the City ordinances, rules or regulations, or the achievement of official City programs.
- (14) Use City supplies, equipment, or facilities for any purpose other than the conduct of official City business, unless otherwise provided for by law, ordinance, or City policy.
- (15) Engage in any conduct prejudicial to the government of the City or that reflects, discredit upon the government of the City.

SECTION 4. ADDITIONAL STANDARDS OF CONDUCT-COUNCIL MEMBERS

- (1) In any zoning matter which may appear before the City Council, any City Council Member who has a financial interest in any property within 200 feet of the zoning request shall disclose the existence of such interest to the other Council Members and thereafter abstain from voting in the matter and refrain from attempting to influence the vote of any other Council Member.

- (2) In the event that any matter comes before the City Council involving directly or indirectly the interest of a present business client/customer of any City Council Member or the interest of a person or entity who has been a business client/customer of any Council Member within the prior 12 months and funds received by the Council Member, or the entity for which he is employed, from the past/present business client/customer amount to the sum of \$10,000 or more in gross income during which 12 month period and such fact is known to the Council Member, then that Council Member shall disclose the existence of such interest to the other Council Members and thereafter abstain from voting in the matter and refrain from attempting to influence the vote of any other Council Member.
- (3) No Council Member who is on the board of a non-profit organization may vote on any funding requests by that non-profit organization, unless the non-profit organization has a board of directors or trustees appointed in whole or in part by the City Council.
- (4) With the exception of those proceedings allowed under Section 8 of this Code of Conduct, no Council Member, shall personally appear in his own behalf before the City Council, any City board, commission, or committee but may designate and be represented by a person of his choice in any such personal matter.

SECTION 5. DISCLOSURE OF INTEREST

Any officer or employee, whether elected, appointed, or hired, who has a prohibited financial interest in any matter pending before the City, shall disclose such interest to other members of the City Council, committee, commission, or board, of which he is a member, or in the case of an employee, to his supervisor and shall refrain from further discussion of the matter; shall not be physically present when the subject is discussed in Executive Session; and shall not vote on or participate further therein in any matter.

SECTION 6. DISCLOSURE OF REAL PROPERTY INTEREST

On or before January 1 of each calendar year, every Council member shall file in writing with the City Secretary on a disclosure form prepared and approved by the City the existence and location of any real property in the City of Pearsall in which the Council Member has any financial interest including any interest of one (1) percent or more in any entity which has a financial interest in any real property in the City of Pearsall. Said disclosure shall also include the identity and location of all real property within the City of Pearsall in which the Council Member has acquired or conveyed any interest since the filing of the last similar report required by this Section. If a Council Member has an interest in an entity that will not disclose to the Council Member whether or not the entity has a financial interest in real property in the City of Pearsall, the Council Members may satisfy his disclosure requirement under this Section by stating such fact in writing to the City Secretary.

SECTION 7. CONTRACTS WITH THE CITY/AFFIDAVIT

All contract in excess of \$5,000 entered into by any person, corporation or entity seeking to do business with the City shall contain an affidavit executed by a legally authorized party to that effect that no person included within the Ordinance defined term of "officer or employee" has or will have during the term of said contract, any prohibited interest in the Code of Conduct Ordinance of the City of Pearsall. The affidavit shall include an acknowledgement and acceptance by the affiant that the existence of a prohibited interest at any time during the term of said contract will render the contract voidable.

SECTION 8. COMPLAINTS AGAINST COUNCIL MEMBERS/PROCEDURES

All complaints or allegations of a violation of this Code of Conduct against a Council member shall be made in writing, sworn to before a notary public, and filed of record with the City Clerk or the Chairperson of the Ethics Commission. Such complaint shall describe in detail the act or acts complained of and the specific section(s) of this Code of Conduct alleged to have been violated. If received by the City clerk, then the City Clerk shall forward the complaint to the Chairperson of the Ethics Commission. As determined by the Chairperson of the Ethics Commission, a general complaint lacking in detail shall not be sufficient to invoke the investigation procedures contained herein and anonymous complaints shall not be considered.

If the Chairperson determines that investigation procedures will be invoked, Within 14 business days after receipt of complaint, the Ethics Commission shall convene to make the initial determination/evaluation of the complaint as to whether or not the fact alleged, if true, would at face value constitute a violation of this Code of Conduct. If it is determined by the Ethics Commission that the facts as alleged would not constitute a violation, then in accordance with the notice requirements of the Texas Open Meetings Act, the Ethics Commission shall make a recommendation to the City Council for consideration. Upon receipt of the recommendation of the Ethics Commission, The Mayor or any three (3) members of the Council not implicated in the complaint may cause a meeting of the Council to convene, whether regular or special, within three (3) business days after being so notified by the City Clerk to further consider said complaint in Executive Session. A majority of those Council Members not implicated by the allegation(s) may either invoke the investigatory procedure contained herein or reject the complaint. Any vote to reject the complaint shall be in a public hearing called for that purpose.

At said meeting, the Chairperson of the Ethics Commission shall meet with the Mayor and City Council to discuss the complaint, including describing in detail the nature of the complaint and the findings and conclusions as to a possible violation of the Code. The City Council may then, by majority vote, direct the City Attorney to perform any additional investigation requested regarding the issue. The City Attorney shall report back to the City Council in writing as soon as possible but in no event more than 30 calendar days from the Executive Session unless an extension is granted by a majority of the eligible Council Members. Said report shall be comprehensive and explained in detail all facts, findings, and conclusions in support of the Attorney's opinion as to whether or not a violation of this Code of Conduct occurred.

The Council shall consider the findings of said report at the meeting at which it is presented at which time the person(s) accused shall have the right to a full and complete hearing with the opportunity to call witnesses and present evidence on his behalf. No final action, decision or vote with regard to any matter shall be made except in a meeting which is open to the public.

SECTION 9. VIOLATION- COUNCIL MEMBERS

The failure of any City Council member to comply with or who violated one (1) or more of the standards of conduct in this article, which apply to him, shall constitute grounds for reprimand or removal. Such reprimand or removal shall require no less than 4 affirmative votes from the eligible Council members. Offenses committed in violation of the City Charter shall be punished in accordance with the terms of the City Charter.

SECTION 10. COMPLAINTS AGAINST OFFICERS OTHER THAN COUNCIL MEMBERS/PROCEDURES

All complaints or allegations of a violation of this Code of Conduct against an officer of the City, other than a Council member, shall be made in writing, sworn to before a notary public, and filed of record

with the City Clerk of the City of Pearsall or the Chairperson of the Ethics Commission. Such complaint shall describe in detail the act or acts complained of and the specific section(s) of this Code of

Conduct alleged to have been violated. A general complaint lacking in detail shall not be sufficient to invoke the investigation procedures contained herein and anonymous complaints shall not be considered.

Within 15 business days after receipt, it shall be the duty of the City Clerk or the Chairperson of the Ethics Commission to call a meeting of the Ethics Commission to make an initial determination/evaluation of the complaint as to whether or not the facts alleged, if true, would at face value constitute a violation of this Code of Conduct. If it is determined by the Ethics Commission that the facts as alleged would not constitute a violation, then in accordance with the notice requirements of the Texas Open Meetings Act, the Ethics Commission shall make a recommendation by majority vote to the City Council. The City Council will have the opportunity to discuss the complaint at the next regularly scheduled meeting. At that meeting the City Council may either refer the complaint back to the Ethics Commission for additional investigation or reject the complaint, but any vote to reject the complaint shall be in a public hearing called for that purpose.

If it is determined by the Ethics Commission that the facts as alleged could constitute a violation of this Code of Conduct, then the Ethics Commission shall, within 30 days after receipt of the complaint, notify the Mayor and City Council of the existence and nature of the complaint. The Mayor or any three (3) members of the City Council may cause a meeting of the Council to convene, whether regular or special, within three (3) business days after being so notified by the City Clerk to further consider said complaint in Executive Session. In any event, the Ethics Commission shall immediately proceed to fully investigate the alleged improprieties. The Chair of the Ethics Commission shall report to the City Council in detail all facts, findings and conclusions in support of the opinion as to whether or not a violation of this Code of Conduct occurred.

The Council shall consider the findings of said report at the meeting at which it is presented at which time the person(s) accused shall have the right to a full and complete hearing with the opportunity to call witnesses and present evidence on his behalf. No final action, decision, or vote with regard to any matter shall be made except in a meeting which is open to the public.

SECTION 11. VIOLATIONS - OFFICERS AND EMPLOYEES

(1) The failure of an officer to comply with or who violates one (1) or more of the standards of conduct in this Code of Conduct shall constitute grounds for expulsion, reprimand, or removal from office to the extent allowed by law.

(2) In the case of any employee of the City, disciplinary action and appeals therefrom shall be in conformance with procedures established by the City Charter and personnel rules and regulations.

SECTION 12. APPEARANCE BY PAST OFFICER OR EMPLOYEE

No past City Council member shall appear before the City Council or any board or commission and represent any interest on any matter whatsoever for a period of 90 days after the date of termination of such relationship with the City. In addition to the above 90 day restriction, no past City Council member shall appear before the City Council or any board or commission and represent any interest on any matter which was pending in the City during his service for a period of one (1) year after the date of termination of such relationship with the City.

No past officer of the City other than a Council member shall appear before any board or commission on which he has previously served or shall represent any interest on any matter which was pending before that board or commission during his service for a period of one (1) year after the date of termination of such relationship with the City.

No past employee shall appear before any board or commission or shall represent any interest or any matter which was considered or pending before said employee or the department in which he worked for a period of one (1) year after the date of termination of such relationship with the City.

SECTION 13. ADOPTION OF STATE STATUTE

Section 171.001 et. seq. of the Local Government Code of the State of Texas, as amended, being the statute which regulates conflicts of interest of officers of municipalities in the State of Texas, is hereby adopted and made a part of this Code of Conduct for all purposes with the proviso that in the case of a conflict between the provisions of this Code of Conduct and the State statute, then in that event the more restrictive provision shall govern.

SECTION 14

It is the intention of the City Council that this Ordinance, and every provision thereof, shall be considered severable and the invalidity of any section, clause or provision or part or portion of any section, clause or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.

SECTION 15

All provisions of the Ordinances of the City of Pearsall codified or uncodified in conflict with the provisions of this Ordinance are hereby repealed, and all other provision of the Ordinances of the City of Pearsall codified or uncodified, not in conflict with the provision of this Ordinance, shall remain in full force and effect.

SECTION 16.

This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, APPROVED, and ADOPTED THIS 14th DAY OF July, 2020.

APPROVED:

Mary Moore, Mayor

ATTESTED:

Krystal Garcia, City Clerk

ORDINANCE
No. 2020-07-02

WHEREAS, the City Council wishes to encourage participation by its citizens in City government through service on City Boards and Commissions; and

WHEREAS, the City Council desires to implement policies and procedures to attract, select, and train prospective candidates to its boards and commissions resulting in a more efficient and objective manner that will insure more informed and qualified candidates as well as better participation by its citizens; and

WHEREAS, the City Council wishes to repeal all other previous resolutions regarding such board and commissions policies and any others in conflict with the policies promulgated herein; and

WHEREAS, the City Council has considered this matter and deems it in the public interest to authorize this action.

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

Section 1. The City Council hereby approves the City's Policies and Procedures for Boards and Commissions set forth in "**Exhibit A**" attached herein and made a part of this resolution.

Section 2. The City Council hereby repeals all other previous resolutions regarding such board and commissions policies and any others in conflict with the policies promulgated herein.

PASSED, APPROVED and ADOPTED this the 14th day of July, 2020.

Mary Moore, Mayor

ATTESTED

Krystal Garcia, City Clerk

EXHIBIT A



CITY OF PEARSALL

Summary - Boards & Committees

The most effective way for citizens to become involved directly in governmental programs is to serve on a citizen board or committee. Citizen boards are not legislative bodies; the extent of their authority and power depends on state statutes and/or city ordinances or resolutions.

In an effort to provide a standard and structure for the appointment of various boards outlined in our city charter, the following policies and procedures will be implemented.

Important Deadlines and Application Process

On or before April 1st the City Secretary shall mail to each eligible board member with an expiring term a letter and application requesting their intent to serve another term. All application will be due on May 31st.

The City Secretary will also post information on the city's official bulletin board and the website pertaining to any openings on all Boards and Commissions beginning on first week of June. The deadline for such applications will be July 31st.

The City Secretary will receive the Applications and forward to the City Manager.

The City Manager will review all applications. The City Manager will verify that application is complete and that applicant meets criteria outlined in this policy. Applicants who do not meet the criteria will be disqualified and notified by the city manager and provided reason for disqualification. All qualified applicants will be subject to an interview process with the Mayor. The City Secretary will call qualified applicants and arrange a time and place for an interview with the mayor. The City Manager will provide Council a report of all applications received.

At the first regular city council meeting in September, the Mayor will make a recommendation of Board and Commission prospective appointees to the City Council. The City Manager shall also provide the Council with copies of the recommended member's applications.

The City Council will appoint members to the Boards and Commissions on or before the last meeting in September. In the event that appointments are not made at this meeting, members will continue to serve until their successor is appointed by Council.

The next business day, after the City Council makes the appointments, the City Secretary shall prepare and mail letters to each person appointed to a board and to each applicant not selected for service.

Appointment letters shall state the name of the board the member has been appointed to, the term of service, and Council's appreciation for their service to the citizens of Pearsall.

The city reserves the right to appoint members as the need arises or to fill vacancies that need to be filled in order in order to comply with board requirements.

CITY OF PEARSALL, TEXAS

POLICIES AND PROCEDURES FOR BOARDS AND COMMISSIONS

SECTION 1

PURPOSE AND SCOPE

The purpose of this Policy is to establish uniform procedures for all advisory boards and commissions of the City. Board and commission members are selected by the City Council and serve at the pleasure of the Council, and will not be granted special privileges because of their appointment.

This Policy applies to all persons appointed by the Pearsall City Council. Persons appointed by other entities may not be required to abide by all the rules outlined in this Policy.

SECTION 2

MEMBER ELIGIBILITY

Applicant qualifications include the following:

- Must be a qualified voter who have been residents of the state of Texas and Frio County for at least one (1) year, and residents of the City for at least six (6) months unless otherwise required by law ;

- Must not be in arrears in the payment of any taxes or other liability due to the City;

- May not apply to serve on a board with their immediate family members; and

- Regular full-time City employees are not eligible unless required by State statute

Current members wanting to be reappointed to their current board/commission must submit a Request for Re-Appointment to the City Secretary prior to May 31st. If a current member would like to be considered for appointment to a different Board, they will need to submit a new application.

All qualified candidates, applying for the first time, must complete an Application for Appointment to City of Pearsall Boards and Commissions form and submit it to the City Secretary before July 31st.

In addition to these eligibility requirements, the City Council may set specific skills and experience desired for each Board. Also, in the event that State statutes require certain qualifications, those qualifications will be required of all applicants.

SECTION 3 RECRUITMENT

Advertising of scheduled vacancies for terms expiring in September will begin on or near the first week of June of every calendar year.

Advertisement for citizen involvement may happen in a variety of ways including, but not limited to:

- posting of notice on official bulletin board
- press releases
- utility billing inserts
- website advertisements
- social media resources
- nomination by invitation

SECTION 4 APPLICATION PROCESS

The first week of June of each calendar year, the City Secretary will post information on the city's official bulletin board and on the city's website listing all openings on any City of Pearsall board or committee. The City Secretary's office will mail notices to all current board members with an expiring term on April 1st.

The application will solicit information about the applicant's background, including current and past occupations and involvement in and knowledge of issues related to the subject of the board to which they are applying. In addition to the completed application, applicants are encouraged to submit a short bio or resume. Persons may apply for more than one board.

A shorter application form will be used for incumbent board members seeking another term. Incumbents will also be required to submit their request to serve another term to the City Secretary's office.

All application forms for new prospective appointees will be due on July 31st. Any applications received after the deadline date will not be considered.

The City Manager will review all submitted applications and at the first regular city council meeting in September, the Mayor will make a recommendations of Board and Commission prospective appointees to the City Council. The City Council will appoint members to the Boards and Commissions at the council meeting on or before the last meeting in September. In the event

appointments are not made in September, all members will continue to serve until their successor is appointed by Council.

Applications are considered current for one year from submittal date, after which the application will be removed from consideration. In order to be considered in the next recruitment period, the applicant will be required to submit a new application.

SECTION 5

SELECTION PROCESS

Upon receiving the applications, the City Manager will review the eligibility requirements and identify those applicants that are eligible for appointment before submitting any applications to the City Council for review.

Additional information that could be used in reviewing applications include: evaluations from the staff liaison and/or member attendance records. The City Manager may also take into account past applications submitted by a candidate and previous experience on other boards.

SECTION 6

TERM OF OFFICE

Members shall be appointed for terms of two (2) years, and may be removed at any time by the City Council. Terms of office will be staggered. In the event a vacancy occurs prior to the expiration of a full term, the City Council may appoint a new member to complete the unexpired term. Any member of a board or commission may be eligible for re-appointment by the City Council. No person shall be appointed to serve on a board or commission for more than three (3) consecutive two (2) year terms (i.e., 6-year period of service). All Board and Commission members shall serve without compensation

All terms expire on September 30. In the event that appointments are not made prior to the expiration of the member's term, the board member shall continue to serve until their successor is appointed by Council.

The City Council retains the right to replace any appointed member at any time and for any reason. Board members are appointed for a limited purpose and time, and once the assigned term of office is completed, they are excused from this appointment unless the City Council selects them for another term of service in accordance with this policy.

SECTION 7

MID TERM APPOINTMENTS

Occasionally a board member may be unable to finish his or her term or will be removed by the City Council prior to the term ending. In such cases, the vacant position must be filled by a mid-term appointee who will serve out the remainder of the other appointee's term.

Instead of soliciting applicants for the vacancy, the Council may refer to the applicant pool kept by the City Secretary's Office. If the applicant pool is deemed too small to accommodate the vacant position(s), a new application solicitation campaign could take place in the same manner as the typical annual recruitment process.

SECTION 8

NEW MEMBERS

Upon completion of the selection process, all new members should make every effort to become as familiar as possible with all aspects of his or her particular board. To aid in the process, new members will be furnished copies of pertinent telephone numbers of other members, as well as applicable information and regulations that govern that board.

Members of all boards will be required to attend specialized training on the Open Meetings Act, Public Information Act, and any State statutes pertinent to their position on the board within ninety (90) days of their appointment by Council. Such training shall be coordinated by the City Secretary's office and all expenses will be paid by the City.

Members of all boards, who are considered by State statute to be an officer (quasi-judicial authority) of the City, must be administered a Statement of Officer and must receive the Oath of Office upon induction. The members must sign the oath and it must be notarized and kept in the appropriate file in the City Secretary's Office. Those persons authorized to administer the statement and the oaths are: the Mayor, the City Secretary, the Municipal Judge, and any notary public. These boards include: the Planning and Zoning Commission and the Board of Adjustments and Appeals.

SECTION 9

DUTIES OF BOARD AND COMMISSIONS GENERALLY:

All boards and commissions shall act in an advisory capacity to the City Council with the exception of the Board of Adjustments and Appeals. This board shall have all the powers and obligations vested in it by State Law. The Zoning Board of Adjustments is not an advisory board.

Boards and commissions acting in advisory capacity shall advise the Council on issues specific to their particular interests. No member of a board or commission shall become involved in the daily operations of the departments of the City or in personnel matters.

SECTION 10

ATTENDANCE AT MEETINGS

The Council is most appreciative of the dedication and contribution by those who are willing to donate their time to community service. Any decision reached by any of these boards has an impact on the entire community. Therefore, if a quorum is not present because of habitual absenteeism by certain members, the integrity of the board as a whole is affected.

Therefore, it is imperative that members maintain regular attendance. Members who cannot attend a meeting should contact the chairman or appropriate city staff member concerning his or her absence prior to the meeting.

Three (3) consecutive absences from regular sessions, or absence from more than twenty-five percent (25%) of the meetings in any six month period, shall cause the board liaison to report the member's attendance record to the City Manager. The City Manager will review each situation

and determine if the board member should be recommended to Council for removal, due to excessive absences.

SECTION 11

ROLE OF STAFF LIAISON

The role of the city staff liaison is to act as a communication conduit between the City Manager, the City Council, and the board or commission. The liaison shall take no part in the board or commission discussions unless requested to do so.

A City Manager shall assign a city staff member to each respective board or commission to perform support services, provide technical data, prepare agendas, post notices of meetings, prepare minutes of the meetings, and other related functions. The city staff member is an ex-officio member of the board, but is not entitled to vote or preside over meetings.

The city staff member will arrange a meeting with all new members prior to the first meeting date for briefings on procedures, legal responsibilities, duties of the board, and background information on items that may be considered at the next meeting.

SECTION 12

CONDUCT OF MEETINGS

The Chair shall preside at the meetings and in his or her absence the Vice-Chair shall preside. The Chair shall call the meeting to order.

The Chair shall address the posted items on the agenda in any order he or she chooses as long as every item is addressed.

A motion may be made by any member other than the presiding officer. A second to the motion is required before a vote can be taken. Any motion dies from a lack of a second.

Roberts Rule of Order shall be used as a guideline to conduct meetings.

All meetings will be held in compliance with the Open Meetings Act and shall be open to the public.

SECTION 13

RECORDS OF MEETINGS

The City Secretary's Office shall maintain records of all board and committee meetings. Records that will be maintained include the following:

AGENDA: The agenda will serve as the order of business and provide the form for posting of the notice of meetings. The official posting of the agenda must be at least 72 hours in advance of the meeting in a place(s) readily accessible to the public. A copy of the agenda should also be made available to local news media. Copies of the agenda, along with supporting data, shall be provided to each member in advance of the meeting date. In the event a regularly scheduled meeting is cancelled, notices should be posted stating that the meeting has been cancelled.

AGENDA PACKET: Agenda packets shall be made available in advance of the meetings on the City's web site.

MINUTES OF MEETING: The city staff liaison will be responsible for keeping an accurate record of all meetings. The minutes shall include a record of attendance, summary of the discussion, recommendations, and a record of voting.

ATTENDANCE RECORD: Minutes of each meeting shall accurately reflect the names of those members in attendance.

The role of a citizen board member is important in the total picture of the city while providing citizens an opportunity to make a difference in the community. Citizen boards seek to solve problems, not merely address results. Service on a board takes effort, imagination, courage, innovation, and patience.

CURRENT BOARDS AND COMMISSION: The following boards are currently in existence. All, except for the Pearsall Landmarks Preservation Commission were originally established by the Home Rule Charter. The Pearsall Landmarks Preservation Commission was later established by ordinance in accordance with the provisions of the Home Rule Charter. Please refer to the spreadsheet provided herein.

City Council Agenda

Approved for Agenda:

City Manager's Office

MEETING DATE: 07/14/2020

TO: City Council

FROM: Krystal Garcia, City Clerk

SUBJECT: Discussion and Possible Action regarding pending applications for the City of Pearsall Boards and Commissions

Purpose:

The following individuals have submitted an application to serve on the Ethics Commission:

Reynaldo Treviño
Maria Treviño
Brenda Massengale
Gaelan Frazier
Aurora Garza
Richard Youngblood

Beatrice Nieto (Wants to be reappointed as she has previously served 1 full-term on the Ethics Commission)

Recommended City Council Action

☐ Approve ☐ Deny ☒ Directional / Informational

Fiscal Impact:

None.

Discussion:

City Council Agenda

Approved for Agenda:
FR
City Manager's Office

MEETING DATE: 07/14/20

TO: City Council

FROM: Federico Reyes, City Manager

SUBJECT: Discuss and consider ordinance approving the adoption of the 2018 International Plumbing Code, as amended; the 2017 National Electrical Code, as amended

Purpose:

If approved, these two codes will set the city standard for electrical and plumbing work that occurs in and around the city. Most cities in Texas have adopted these codes as their standard guide for development and construction of residential, commercial, and industrial facilities. Our consultant, Bureau Veritas (BVNA) will guide and provide recommendations to the city staff as it relates to permits/inspections and compliance with these standards.

Recommended City Council Action

☒ Approve ☐ Deny ☐ Directional / Informational

Fiscal Impact:

None

Discussion:

None at this time

**ORDINANCE
No. 2020-07-05**

ADOPTING THE 2015 EDITION OF THE INTERNATIONAL PLUMBING CODE, AS AMENDED; THE 2017 EDITION OF THE NATIONAL ELECTRICAL CODE, AS AMENDED; AMENDING THE CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING A PENALTY CLAUSE.

WHEREAS, the City Council desires to adopt the 2015 edition of the International Plumbing Code, as amended, and the 2017 edition of the National Electrical Code, as amended, in order to protect citizens and visitors to Pearsall and for the general public health, safety, and welfare;

NOW THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARSALL:

Sec. 1. - Codes Adopted.

The following codes are hereby adopted by the City of Pearsall:

- a. 2015 edition of the International Plumbing Code, as amended.
- b. 2017 edition of the National Electrical Code, as amended.

Sec. 2. - Enforcement.

The duly constituted authorities of the city and others having the duty of enforcing the ordinances of the city are hereby authorized to enforce all of the adopted codes.

Sec. 3. - Fees and Charges.

That all current fees and charges, as amended, shall apply to the adoption of these codes and those authorities of the city and others having the duty of implementing and enforcing the ordinances of the city are hereby authorized to collect all of the adopted fees and charges.

Sec. 4. - Penalty.

Any person who shall violate any provision of this ordinance shall, upon conviction, be punished by a fine or not more than five hundred dollars (\$500.00).

Sec. 5. – Code of Ordinances.

The City Code of Ordinances of the City of Pearsall, Texas, as amended, will remain in full force and effect, save and except as amended by this ordinance. The publishers of the City Code of Pearsall, Texas are authorized to amend said Code to reflect the changes adopted herein and to correct typographical errors and to format and number paragraphs to conform to the existing Code.

Sec. 6. - Severability.

Should any article, section, part, paragraph, sentence, phrase, clause, or word of this ordinance, for any reason, be held illegal, inoperative, or invalid, or if any exception to or limitation upon any general provision herein contained be held to be unconstitutional or invalid or ineffective, the remainder shall, nevertheless, stand effective and valid as if it had been enacted and ordained without the portion held to be unconstitutional or invalid or ineffective.

Sec. 7. - Publication.

The City Clerk of the City of Pearsall is hereby directed to publish notice of this Ordinance as required by the Charter of the City of Pearsall and the laws of the state of Texas.

PASSED AND APPROVED this 14th day of July 2020.

Mary Moore, MAYOR

ATTEST:

Krystal Garcia, City Clerk

APPROVED AS TO FORM:

City Attorney



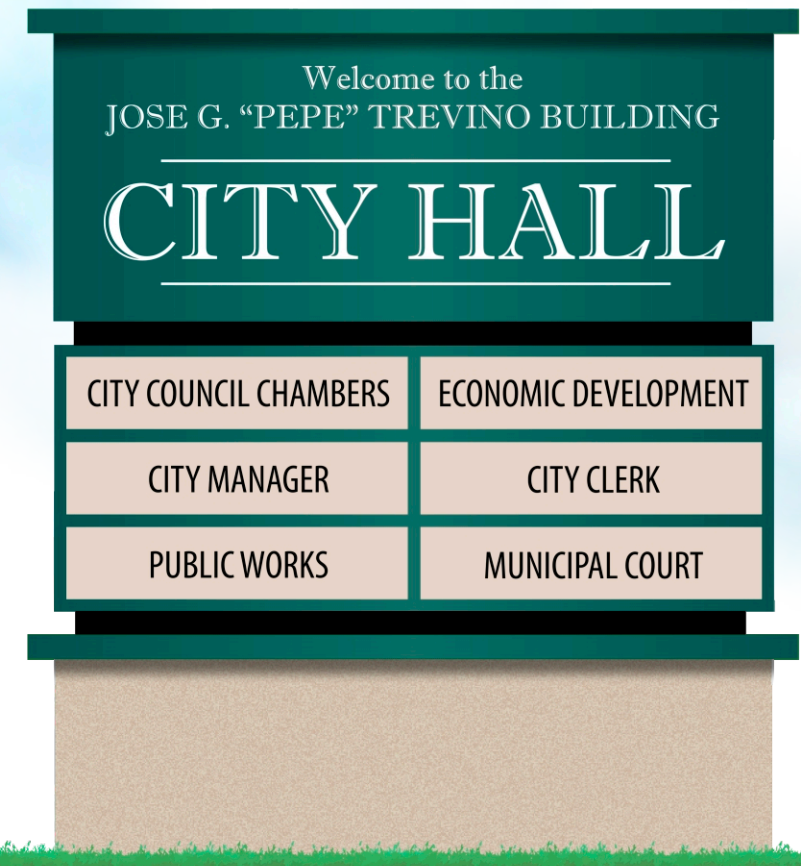
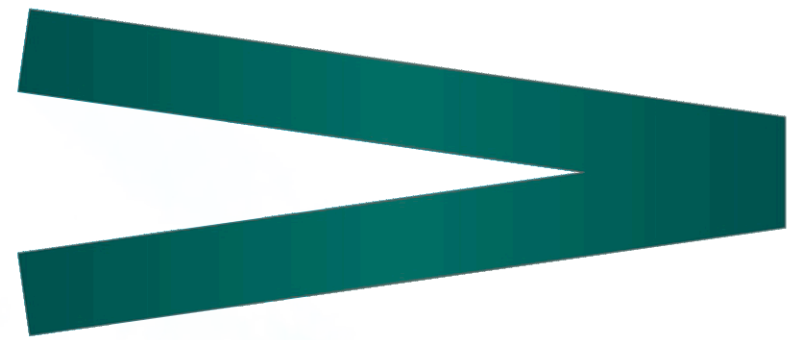
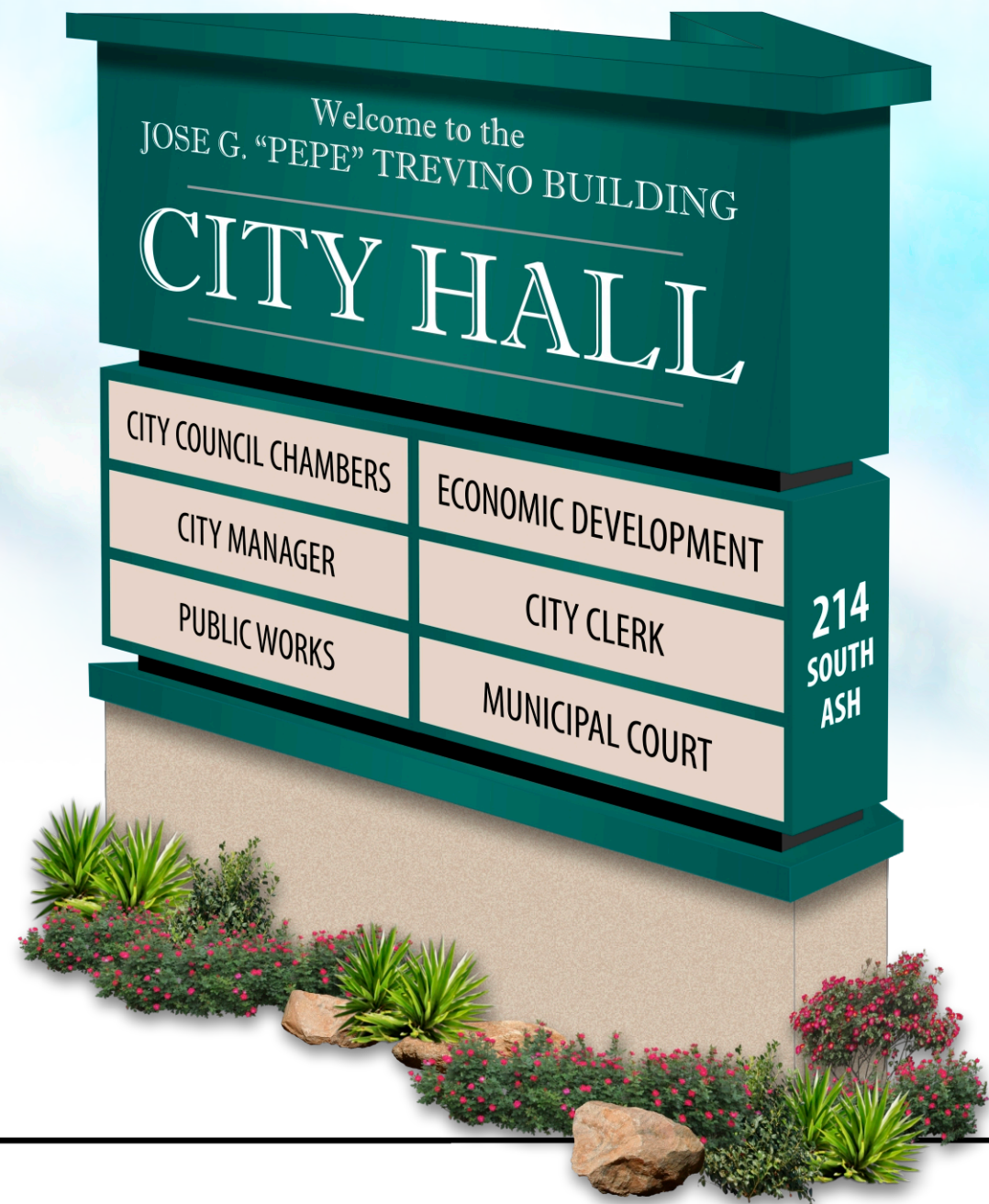
City of
PEARSALL
"OUR NEW HORIZON"

V-Shape Monument Sign & Message Board

July, 2020



SAN ANTONIO, TEXAS



Option A



Option B



All monument options
will illuminate in the
same manner.

Illumination - Option A

Two Design Options

COMMON SPECIFICATIONS

FLAT TOP CAP: 4" tall aluminum, fabricated with an aluminum frame and aluminum skins, attached to the top of the primary sign cabinet. Painted satin green (per green color specified).

PRIMARY CABINET: Internal aluminum frame with aluminum skins, internally illuminated via LED's. Painted satin finish green or dark gray (color TBD).

FACE GRAPHICS: Text is routed out from the face and backed with white acrylic. *Note: Small details of the font will be added to the white acrylic using high performance film in the same color as the green paint used for the face.

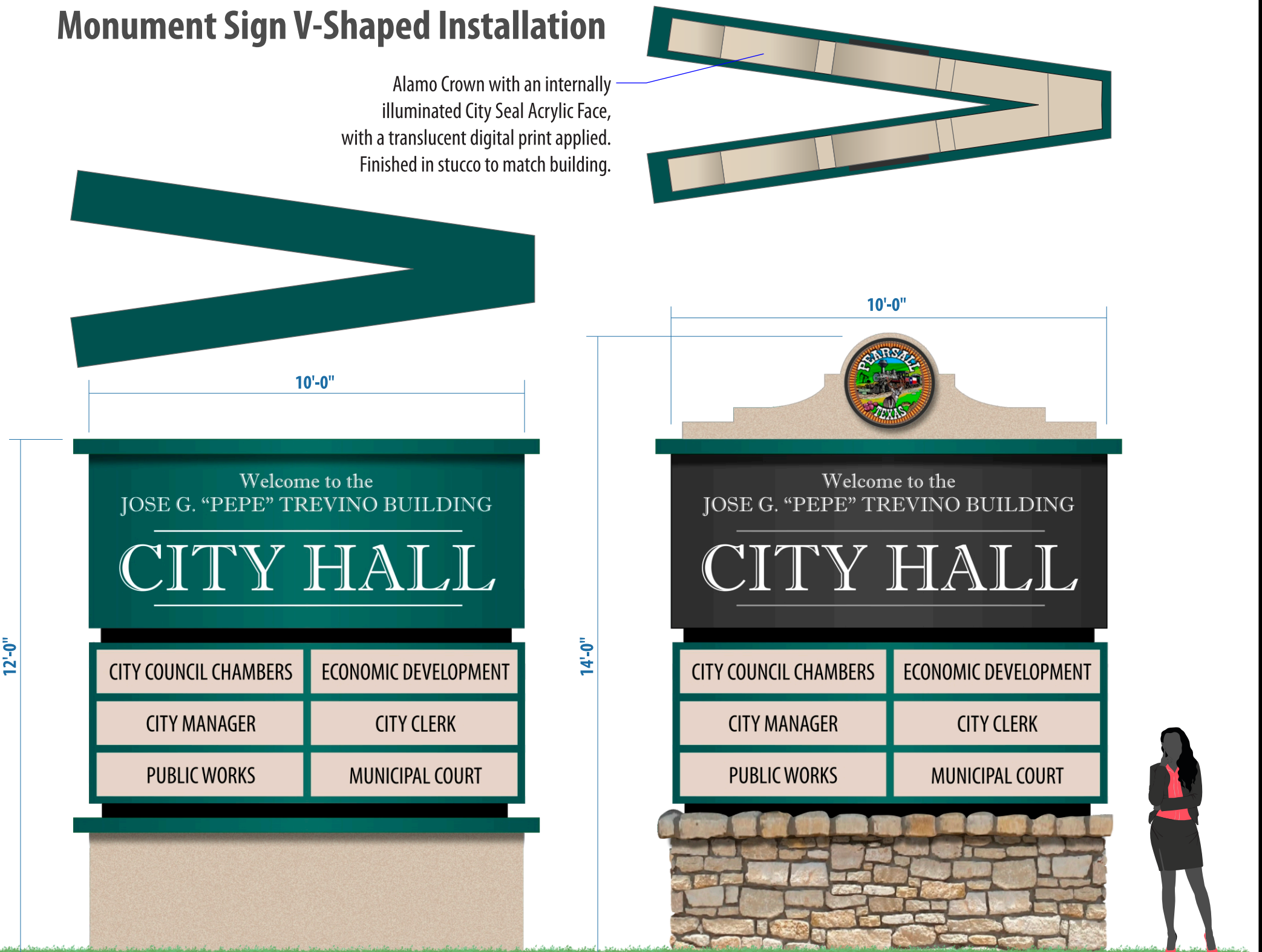
REVEALS: 4" tall, painted satin black

TENANT CABINET: Same fabrication as the Primary Cabinet, but with 2" retainers that allow for the acrylic panels to be removed for revising the copy of each, if necessary.
*Note: Tenant graphics are created using a translucent digital print applied to the face of the white acrylic panels. The entire visible opening (VO) of the panel will light up from inside of the cabinet, via white LED's. (see night views)

BASE: Same fabrication as Top Cap, with a stucco-finished base to match the architecture of the building.

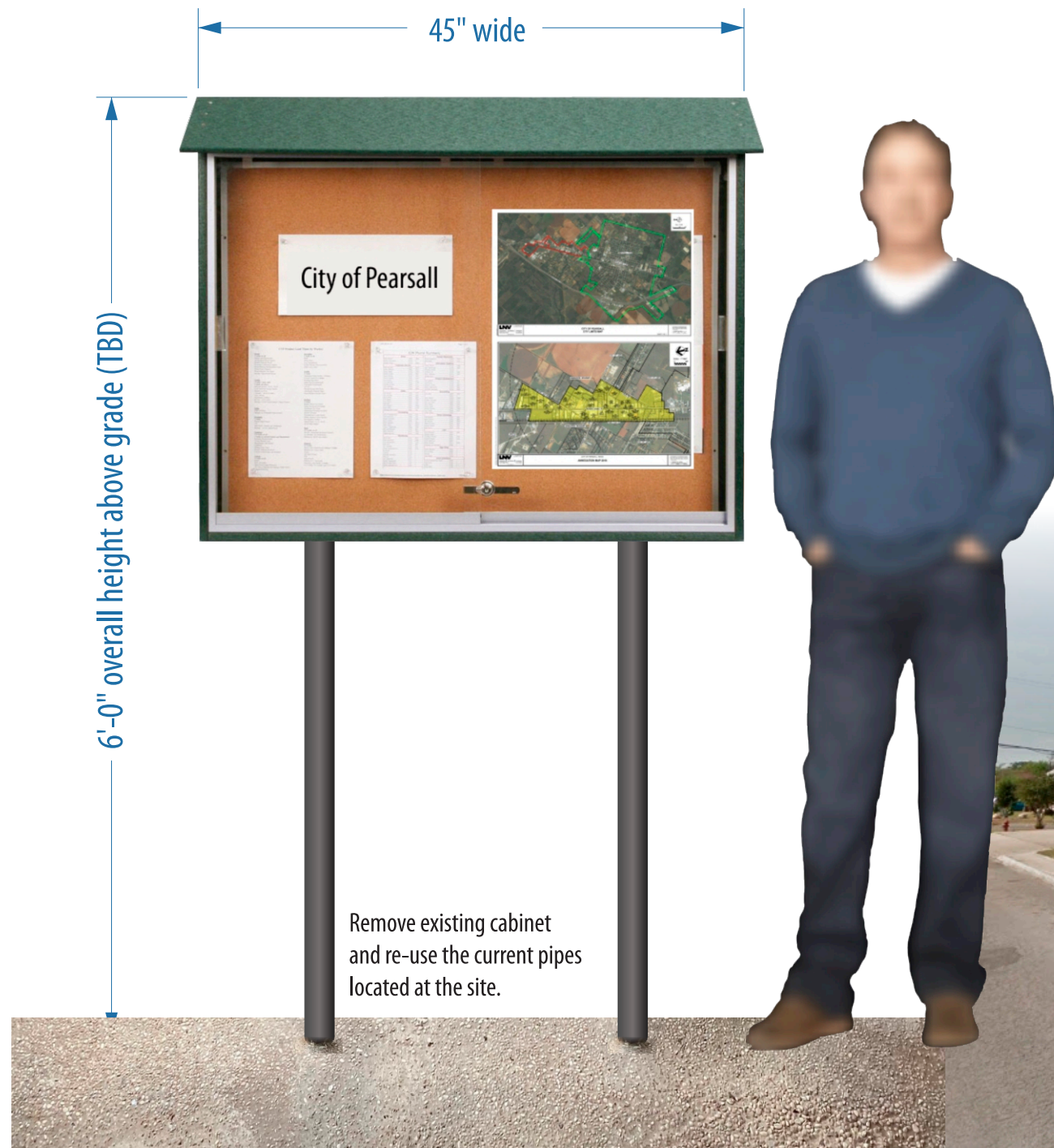
Plan View of the Monument Sign V-Shaped Installation

Alamo Crown with an internally illuminated City Seal Acrylic Face, with a translucent digital print applied. Finished in stucco to match building.



Option A

Option B



New 36" tall x 45" wide Outdoor Message Box

with Natural Cork Tack Surface and made from recycled plastics.

Includes a hinged, locking front access door with a polycarbonate clear face.

SKU: UV-UVMC4536



The current sign at this location.
Pipes will be reused.

Scale: 3/4" = 1'-0"



Double Face 35' Pole Sign Refurbish

Cabinet:

Remove existing faces and Replace with new Flex Faces, White Vinyl Lettering
Replace Retainers and Paint Cabinet (Satin White)

Illumination:

Retrofit to White LED modules or sticks, new Photo Cell

Support Pipe:

Paint (Satin White)



COMMON SPECIFICATIONS

FLAT TOP CAP: 4" tall aluminum, fabricated with an aluminum frame and aluminum skins, attached to the top of the primary sign cabinet. Painted satin green (per green color specified).

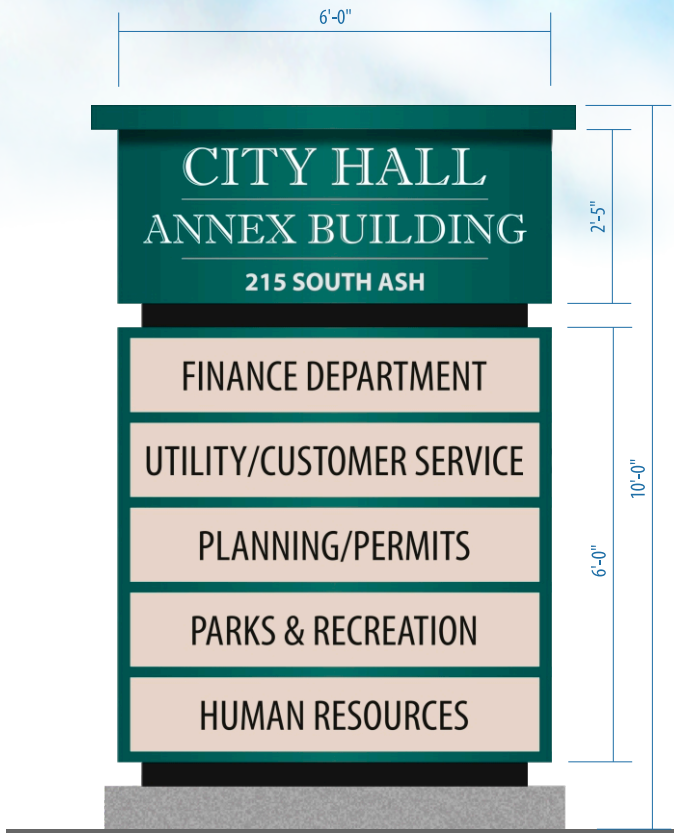
PRIMARY CABINET: Internal aluminum frame with aluminum skins, internally illuminated via LED's. Painted satin finish green or dark gray (color TBD).

FACE GRAPHICS: Text is routed out from the face and backed with white acrylic. *Note: Small details of the font will be added to the white acrylic using high performance film in the same color as the green paint used for the face.

REVEALS: 4" tall, painted satin black

TENANT CABINET: Same fabrication as the Primary Cabinet, but with 2" retainers that allow for the acrylic panels to be removed for revising the copy of each, if necessary. *Note: Tenant graphics are created using a translucent digital print applied to the face of the white acrylic panels. The entire visible opening (VO) of the panel will light up from inside of the cabinet, via white LED's. (see night views)

BASE: Same fabrication as Top Cap, with a stucco-finished base to match the architecture of the building.



City Council Agenda

Approved for Agenda:

City Manager's Office

MEETING DATE: July 14, 2020

TO: City Council

FROM: Estrellita Ballesteros, Planner

SUBJECT: Public Hearing for final approval on Conditional Use Permit for Gilbert Barajas, Jr.

Purpose:

Per the City's Zoning Ordinances Sec 26:23 and 48:61 (Conditional Use Permit) a final hearing for submitted Conditional Use Permits shall be approved or denied with appropriate conditions by City Council.

Recommended City Council Action

☒ Approve ☐ Deny ☐ Directional / Informational

Fiscal Impact:

\$0.00

Discussion:

On July 13, 2020, the Planning & Zoning Commission conducted a Public Hearing where they formulated their recommendation for Mr. Barajas' Conditional Use Permit request.

**ORDINANCE
NO. 2020-07-03**

AN ORDINANCE GRANTING A REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW FOR THE PLACEMENT OF A 2019 DOUBLE-WIDE 31' x 66' MANUFACTURED HOME ON THE PROPERTY LEGALLY DESCRIBED AS BEING 5301411 ORTIZ PABLO, LOCATED AT 734 N. ROOSEVELT ST., IN THE CITY OF PEARSALL, FRIO COUNTY, TEXAS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Gilbert Barajas, Jr. Owner of the Property a filed a request for a Conditional Use Permit to for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on his property legally described as being 5301411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas; and

WHEREAS, pursuant to Section 23, F.1. (ii.) of the Manufactured Home Ordinance dated May 13, 1998, proper notice was provided to residents living within 200' of the request for Conditional Use Permit and where the Planning and Zoning Commission following no public opposition voted to recommend this conditional permit request to the City Council; and

WHEREAS, the City Council finds it is in the public interest to approve the requested Conditional Use Permit to for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on the property legally described as being 530 1411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARSALL, TEXAS:

Section 1: That the Conditional Use Permit requested by Gilbert Barajas, Jr, Owner of the for the placement of a 2019 Double Wide 31' x 66' Manufactured Home on his property legally described as being 530 1411 Ortiz Pablo, located at 734 N. Roosevelt St. in the City of Pearsall, Frio County, Texas, is hereby approved subject to the general conditions of Section 23 of the Manufactured Home Ordinance.

Section 2: This Ordinance, upon passage shall be published twice in the newspaper of general circulation in the City, effective from and after the date of its publication, as provided by law.

PASSED, APPROVED, and ADOPTED this the 14th day of July, 2020.

Mary Moore
Mayor

ATTEST:

Krystal Garcia
City Clerk

City Council Agenda

Approved for Agenda:

City Manager's Office

MEETING DATE: July 14, 2020

TO: City Council

FROM: Estrellita Ballesteros, Planner

SUBJECT: Public Hearing for final approval on Conditional Use Permit for Jose Jr. & Rachel Amaya

Purpose:

Per the City's Zoning Ordinances Sec 26:23 and 48:61 (Conditional Use Permit) a final hearing for submitted Conditional Use Permits shall be approved or denied with appropriate conditions by City Council.

Recommended City Council Action

☒ Approve ☐ Deny ☐ Directional / Informational

Fiscal Impact:

\$0.00

Discussion:

On July 13, 2020, the Planning & Zoning Commission conducted a Public Hearing where they formulated their recommendation for Mr. Amaya's Conditional Use Permit request.

**ORDINANCE
NO. 2020-07-04**

AN ORDINANCE GRANTING A REQUEST FOR A CONDITIONAL USE PERMIT TO ALLOW FOR THE PLACEMENT OF A 2020 DOUBLE-WIDE 27' x 43' MANUFACTURED HOME ON THE PROPERTY LEGALLY DESCRIBED AS BEING LOT 1 BLOCK 4 OSTERYOUNT, LOCATED AT 219 W PHELPS ST., IN THE CITY OF PEARSALL, FRIO COUNTY, TEXAS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Jose Jr. & Rachel Amaya, Owners of the Property a filed a request for a Conditional Use Permit to for the placement of a 2020 Double Wide 27' x 43' Manufactured Home on his property legally described as being Lot 1 Block 4 Osteryoung, located at 219 W. Phelps St. in the City of Pearsall, Frio County, Texas; and

WHEREAS, pursuant to Section 23, F.1. (ii.) of the Manufactured Home Ordinance dated May 13, 1998, proper notice was provided to residents living within 200' of the request for Conditional Use Permit and where the Planning and Zoning Commission following no public opposition voted to recommend this conditional permit request to the City Council; and

WHEREAS, the City Council finds it is in the public interest to approve the requested Conditional Use Permit to for the placement of a 2020 Double Wide 27' x 43' Manufactured Home on the property legally described as being Lot 1 Block 4 Osteryoung, located at 219 W. Phelps St. in the City of Pearsall, Frio County, Texas

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PEARSALL, TEXAS:

Section 1: That the Conditional Use Permit requested by Jose Jr. & Rachel Amaya, Owners of the for the placement of a 2020 Double Wide 27' x 43' Manufactured Home on his property legally described as being Lot 1 Block 4 Osteryoung, located at 219 W. Phelps St. in the City of Pearsall, Frio County, Texas, is hereby approved subject to the general conditions of Section 23 of the Manufactured Home Ordinance.

Section 2: This Ordinance, upon passage shall be published twice in the newspaper of general circulation in the City, effective from and after the date of its publication, as provided by law.

PASSED, APPROVED, and ADOPTED this the 14th day of July, 2020.

Mary Moore
Mayor

ATTEST:

Krystal Garcia
City Clerk

EMPLOYMENT AGREEMENT

This Agreement will become effective upon City Council approval and execution of the Agreement between the City of Pearsall, a municipal corporation, hereinafter called "**Employer**," and Federico Reyes Jr., hereinafter called "**Employee**," both of whom understand and agree as follows:

WITNESSETH:

WHEREAS, Employer desires to **employ** the services of **Federico Reyes Jr.** as **City Manager** of the City of Pearsall as provided by the City Charter; and

WHEREAS, it is the desire of the **City of Pearsall**, hereinafter called "*Council*", to provide certain benefits, establish certain conditions of employment, and to set working conditions of said *Employee*; and

WHEREAS, it is the desire of the *Council* to (1) secure and retain the services of *Employee* and to provide inducement for him to remain in such employment; (2) to make possible full work productivity by assuring *Employee's* morale and peace of mind with respect to future security; (3) to act as a deterrent against malfeasance or dishonesty for personal gain on the part of *Employee*; and (4) to provide a just means for terminating *Employee's* services at such time as he may be unable fully to discharge his duties due to age or disability or when *Employer* may otherwise desire to terminate his employment; and

WHEREAS, *Employee* desires to accept employment as *City Manager* of the City of Pearsall, Texas;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. Duties

(A)*Employer* hereby agrees to employ said **Federico Reyes Jr.** as *City Manager*, who shall serve in no other capacity of said employer, to perform the functions and duties as specified in said Charter and to perform other legally permissible and proper duties and functions as the *Council* shall from time to time assign.

(B)Except to the extent prohibited by or in material conflict with Applicable Laws and Authorities, the Employee or the Employee's designee shall attend, and shall be permitted to attend, all meetings of the Council, both public and closed, with the exception of those closed meetings

devoted to the consideration of any action or lack of action on this Agreement, or any amendment thereto, the Employee's evaluation, or for purposes of resolving conflicts between individual Council members

(C) The Council, individually and collectively, shall refer in a timely manner all substantive criticisms, complaints, and suggestions called to the Council's attention to the Employee for study and/or appropriate action, and the Employee shall refer the matter(s) to the appropriate City employee or shall investigate such matter(s) and inform the Council of the results of such efforts.

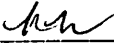
SECTION 2. Term

- A. *Council* and *Employee* both acknowledge that Article 6, Section 6.01 of the Charter provides that the *Employee* shall be appointed for a term not to exceed two (2) years, and a contract of employment may be entered into by the parties involved; based on said provisions, this contract shall be extended for a term of two (2) years beginning (to be determined).
- B. This Agreement is for the term of two (2) years, based upon a salary review after one (1) year of employment that may allow for a 5-15% increase based on performance. Salary will be determined by performance reviews of *Employee* under Section 6 below, and the Agreement shall automatically renew upon the anniversary date of such effective date, to remain in full force and effect until terminated as provided in this Agreement. *Employee* agrees that the contract is effective upon execution by both parties.
- C. *Employee* serves at the pleasure of the *Council*, and nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the *Council* by a majority vote of the total membership of the *City Council* as stated in the Charter, Article 6, Section 6.01 to terminate the services of *Employee* at any time, subject only to the provisions set forth in provisions of Section 3.
- D. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the *Employee* to resign at any time from his position with *Employer*, subject only to the provisions set forth in Section 3 of this Agreement.

SECTION 3. Termination Pay

3.1 This agreement shall terminate upon any of the following:

- a. Mutual agreement of the Council and Employee in writing and signed by them;

Mayor Mary Moore 

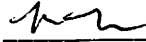
Fredrico Reyes Jr. FR

- b. Retirement or death of the Employee;
- c. Termination of Employee's Employment for "good cause" (as defined in Section 3.2 below);
- c. A unilateral severance (as defined in set forth in Section 3.3 below); or
- e. Expiration of the term of this Agreement.

3.2 "GOOD CAUSE" For purposes of this agreement the term "good cause" is defined as follows:

- (a) Any willful, knowing, grossly negligent, or negligent breach, disregard or habitual neglect of any provision of this agreement, or any willful, knowing, grossly negligent, or negligent breach, disregard or habitual neglect of any duty or obligation required to be performed by City Manager under this agreement or under the Charter and ordinances of the City and/or the laws of the United States or the State of Texas.
- (b) Any misconduct of the City Manager involving an act of moral turpitude, criminal illegality (except minor traffic violations), or habitual violations of the traffic laws whether or not related to City Manager's official duties hereunder.
- (c) Any willful, knowing, grossly negligent, or negligent misapplication or misuse, direct or indirect, by City Manager of public or other funds or other property, real, personal, or mixed, owned by or entrusted to the City, any agency or corporation thereof, or the City Manager in his official capacity.

3.3 UNILATERAL SEVERANCE As one of the termination events specified above in Paragraph 3.1, the Council may end the employment relationship and terminate this Agreement, **at the pleasure of the Council, whether with or without good cause**, upon written notice to the Employee as specified below and payment to the Employee of the Severance Amount (as defined below), the Severance Benefits (as defined below) and the Current Obligations (the "Unilateral Severance"). If the Council determines that it desires a Unilateral Severance it shall provide written notice to the Employee at least thirty (30) days in advance of the effective date of such termination, which specifies: (aa) the Council has voted to pursue a Unilateral Severance it shall provide written notice to the Employee at least (30) days in advance of the effective date of such termination, which specifies (bb) the effective date of the Unilateral Severance ("Severance Effective Date"), and (cc) the City's commitment to pay the Severance Amount (including a specific line item breakdown of the items that constitute the total Severance Amount), the Severance Benefits and the Current Obligations. On or before the Severance Effective Date, the Employee may by written notice to the City direct that the Severance Amount be

Mayor Mary Moore 
 Fredrico Reyes Jr. 

paid and payable in a manner directed by the Employee, provided that the total Severance Amount must be paid and payable on or before the first anniversary of the Severance Effective Date and there shall be no limitations on the City making deductions and withholdings required by law.

The "Severance Amount" means the total amount of: (a) an amount equal to the value of one (1) year of the Employee's then current salary to serve as the primary basis for the Employee's severance pay, plus (b) the value of any accrued but unused personal leave days, subject to same policy as written in employees' handbook. Conditioned upon the City fulfilling its obligations to pay a Severance Amount, the Severance Benefits and the Current Obligations, upon a Unilateral Severance, the Employee waives and releases the Employee's rights to continued employment and any and all claims for damages of any kind with the City and the parties waive and release the right to an arbitration hearing on the issue of good cause. In the event of a Unilateral Severance, the parties agree not to make disparaging comments or statements about each other.

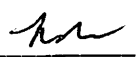
A. In the event that Council, at any time, with written consent of the *Employee*, reduces the salary or other financial benefits of *Employee* in a greater percentage than an applicable across-the-board reduction for all employees of *City*, or in the event the *City* refuses, following written notice, to comply with any other provision benefitting *Employee* herein, then, in that event, *Employee* may, at his option, be deemed to be "involuntarily terminated" at the date of such reduction or such refusal to comply within the meaning and context of the herein termination pay provision. Nothing contained herein shall prevent *Employee* from voluntarily taking a cut in benefits or pay when said cut in benefits are in the best interests of the *City of Pearsall*.

C. It is understood that *Employee* has been hired as *City Manager* and shall serve in no other capacity for the *City*. The employee cannot be reassigned from the position of *City Manager* to another position without the employee's prior express written consent.

D. In the event *Employee* elects to voluntarily resign his position with the *City*, *Employee* will give thirty (30) days written notice and will not be entitled to termination pay beyond those 30 days; however, *Employee* shall receive pay for any and all accrued leave.

SECTION 4. Disability

If *Employee* is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity, or health for a period of four (4) consecutive weeks beyond any accrued sick leave, or for twenty (20) days over a thirty

Mayor Mary Moore 

Fredrico Reyes Jr. 

(30) working day period beyond any accrued sick leave, *City* shall have the option to terminate this agreement subject to the termination pay requirements of Section 3, paragraph A. However, *Employee* shall be compensated for any accrued vacation, with a maximum of 30 days-vacation time plus any accrued leave upon termination by the *Council* or if *Employee* voluntarily resigns his position with *City*.

SECTION 5. Compensation

- A. *City* agrees to pay *Employee* for his services pursuant to an annual base salary of \$120,000.00 (\$10,000.00 per month), payable in installments at the same time that other *City* employees of the *Employer* are paid. *Employee* agrees to remain in the exclusive employment of *Employer* until terminated; except *Employee* may accept, with prior approval from the *Mayor*, professional consulting or other engagements provided such employment shall not interfere with *Employee's* duties to *Employer*. Except for the foregoing, no other employment may be accepted nor shall employee become employed by any other employer.
- B. At any time during the time of this Agreement, the *Council* may, in its discretion, review and adjust the salary of the *Employee*, but in no event shall the *Employee* be paid less than the salary set forth in Section 5(A) of this Agreement, except by mutual agreement of the two parties. Such adjustments, if any, shall be made pursuant to lawful *Council* resolutions. In such event, the parties agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.
- C. *Council* and *Employee* agree that *Employee* will be evaluated annually. The salary review may allow the *City Council* to review the employee's performance and provide a salary increase between 5% and 15% of the employee's annual base salary. If *City Council* fails to conduct said annual evaluation in a timely manner, the pay increase of 5% will be retroactive to the anniversary date.
- D. Hours of Work: The *Employee* acknowledges the proper performance of the *City Manager's* Duties require the *Employee* to observe normal business hours (Monday through Friday, 40 hours per week) and will often require the performance of necessary services outside of normal business hours. The *Employee* agrees to devote such additional time as is necessary for the full and proper performance of the *City Manager's* Duties.

Mayor Mary Moore 

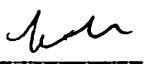
Fredrico Reyes Jr. 

Section 6. Performance Evaluation

- A. The *Council* shall evaluate and review the performance of the *Employee* quarterly throughout the employment with City of Pearsall and after one (1) year of employment the *Council* shall review and evaluate the performance of the employee under this contract and annually thereafter. The *Council* shall provide an adequate opportunity for the *Employee* to discuss his evaluation with the *Council*.
- B. If effecting the provisions of this Section, the *Council* and *Employee* mutually agree to abide by the provisions of applicable law.
- C. The annual performance review and evaluations shall be in writing and in accordance with criteria and format developed jointly by the *Council* and the *Employee*. The *Council* shall provide the *Employee* a reasonable and adequate opportunity to discuss with the *Council* and/or respond to the *Employee's* evaluation.
- D. Unless the *Employee* expressly requests otherwise in writing except to the extent prohibited by or in material conflict with applicable Laws and Authorities, the evaluation of the *Employee* shall at all times be conducted in closed session of the *Council* and shall be considered confidential to the maximum and full extent provided by law. Nothing herein shall prohibit the *Council* or the *Employee* from sharing the content of the *Employee's* evaluation with their respective legal counsel.
- E. In the event the *Council* determines that the evaluation instrument, format and/or procedure are to be modified by the *Council*, and such modifications would require new or different performance expectations, then the *Employee* shall be provided a reasonable period of time to demonstrate such expected performance before being evaluated.

Section 7. Fringe Benefits

- A. All provisions of the *City Charter*, as well as the City's Personnel Policies, Budget and other regulations and rules of the *City* not addressed in this contract relating to vacation and sick leave, retirement and pension system contributions, holidays, health, dental, life and other insurances, administrative leave, and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also apply to *Employee* as they do to other management employees of the *City*.
- B. *City* will provide *Employee* with Personal and Sick Leave in accordance with the provisions in the *City* Personnel Policy. The accrual rate for vacation and sick leave

Mayor Mary Moore 
Fredrico Reyes Jr. 

thereafter shall be at the same rate as all other employees with fifteen (15) or more years of experience and as outlined in the *Pearsall Personnel Policy* to a maximum of ninety (90) days of Personal Leave.

- C. City acknowledges and recognizes that *Employee* has and must continue to devote a great deal of his time outside of normal office hours to the business of the City, and to that end, *Employee* will be allowed to take ten (10) personal days off per calendar year as vacation in addition to any other leave days afforded city employees and other leave as may be afforded in this contract.

The City agrees to enroll the *Employee* into the applicable state or local retirement system and to make at least the same level of contributions for the *Employee* or on the *Employee's* behalf as the City does for its administrative employees consistent with all Applicable Laws and Authorities.

- D. The City shall provide the *Employee* with a mobile phone for both professional and personal use. Any identifiable charges, i.e., those outside of the calling plan, as reflected on the mobile telephone bill provided to the *Employee* each month, directly attributable to personal calls by the *Employee* shall be promptly reimbursed by the *Employee*.
- E. The Council shall provide the *Employee* with an automobile allowance in the sum of \$600 per month, which payment is in lieu of mileage expense reimbursement, gasoline or other vehicle upkeep charges associated with travel to destinations within the city and within a 60 mile radius from the city. This allowance shall be paid in addition to the annual salary set forth in Section 5(A) of this agreement. The employee will be reimbursed by the City on a per mile basis for business travel in the *Employee's* personal automobile to destinations outside the City or the 60 mile radius in accordance with City policy.
- F. The City shall provide the *Employee* with the City's credit card not to exceed 400 monthly. All discretionary business expenses related to the City's business that may be incurred by the *Employee* but that are not directly reimbursed by the City, e.g., meal and event expenses for gatherings with individual Council members, staff members, business contacts and/or other individuals with whom the City has a relationship must be reported to the Council quarterly.
- G. In connection with the necessary relocation of the *Employee* and the *Employee's* family, the City shall reimburse the *Employee* for necessary and reasonable expenses incurred in moving and relocating the *Employee's* family and belongings, not to exceed \$1,000.00. The *Employee* document all moving and relocation expenses and receipts, cancelled checks or credit card statements, and the City shall reimburse the *Employee* for such documented expenses with fifteen (15) days of the City's receipt of such documented expenses.

Section 8. Professional Membership and Development

- A. *City* agrees to budget and pay the professional dues and subscriptions of *Employee* for his continuation and full participation, including the holding of responsible offices in national, regional, state, and local associations and organizations necessary and desirable for his continued professional participation, growth, and advancement, as well as for the good of the *City*.
- B. *With advanced council approval*, *City* agrees to budget and pay the travel and subsistence expenses of *Employee* for professional and official travel, meetings, and occasions adequate to continue the professional development of *Employee* and to adequately pursue necessary official and other functions for *City*, including but not limited to the Annual Conferences of the International City Management Association, The Texas Municipal League, Texas City Management Association, American Society for Public Administration and other such national, regional, state and local government groups and committees thereof which the *Employee* serves as a member.
- C. *City* also agrees to budget and pay for travel and subsistence expenses of *Employee* for short courses, institutes and seminars that are necessary for his professional development as well as for the good of the *City*.
- D. *City* also agrees to provide administrative leave as may be necessary for professional memberships, development and attendance in the Section.

Section 9. Health and Major Medical

- A. *City* agrees to put into force and make required premium payments to pay for the *Employee's* medical and health insurance and to provide the opportunity for *Employee* to participate in said insurance plan at the same cost as other employees, so he may cover his dependents with the equivalent insurance coverage

B. Section 10. Other Terms and Conditions of Employment

- A. *City* and *Employee* agree to the terms and conditions of this agreement, recognizing that it is for the mutual benefit of both parties, and further agree to act in good faith concerning, implementing and maintaining all terms and conditions of this agreement.

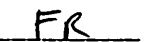
Section 11. General Provisions

Mayor Mary Moore 
Fredrico Reyes Jr. 

- A. This Agreement constitutes the sole and complete agreement between the *City* and the *Employee*. No modification thereof shall be binding on the parties unless in writing and signed by *City* and *Employee*.
- B. This agreement shall be binding on the *City* and the *Employee* as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected and shall remain in full force and effect.
- D. This agreement shall be interpreted and enforced in accordance with the laws of the State of Texas.

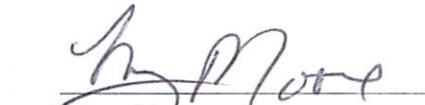
INDEMNIFICATION

- E. To the extent it may permitted to do by applicable law, including, but not limited to Texas Civil Practice & Remedies Code Chapter 102, the City does hereby agree to defend, hold harmless, and indemnify Employee from any and all demands, claims, suits, actions, judgments, expenses and attorneys' fees incurred in any legal proceedings brought against Employee in the Employee's individual or official capacity as an employee and as City Employee, providing the incident(s), which is (are) the basis of any such demand, claim, the an act or omission of Employee, as an employee of the City, acting within the course and scope of the Employee's employment with the City; excluding, however, any such demand, claim, suits, actions, judgments, expenses, and attorneys' fees for those claims or any causes of action where it is determined that the Employee committed official misconduct, or committed a willful or wrongful act or omission, or an act or omission constituting gross negligence, or acted in bad faith; and excluding any costs, fees, expenses or damages that would be recoverable or payable under an insurance contract, held either by the Employee and the City if such legal counsel is not also City's legal counsel. A legal defense may be provided through insurance coverage, in which case the Employee's right to agree to legal counsel provided to him will depend on the terms of the applicable insurance contract. To the extent this Paragraph 2.6 exceeds the authority provided and limitations imposed by Texas Civil Practice & Remedies Code, Chapter 102, it shall be construed and modified accordingly. The provisions of this Paragraph 2.6 shall survive the termination, expiration or other end of this Agreement and/or the Employee's employment with the City.

Mayor Mary Moore 
Fredrico Reyes Jr. 

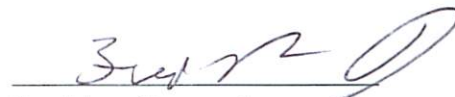
IN WITNESS WHEREOF, the City of Pearsall, Texas has caused this agreement to be signed and executed in its behalf by its **Mayor**, and duly attested by its City Clerk, and the **Employee** has signed and executed this agreement, both in duplicate, the day and the year stated below.

CITY OF PEARSALL, TEXAS



Mary Moore, Mayor
8/13/19

Date



Fredrico Reyes Jr.
8-16-19

Date

APPROVED AS TO FORM:

City Attorney

Date

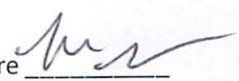
ATTEST:



Krystal Garcia, City Clerk

8/13/19

Date

Mayor Mary Moore 
Fredrico Reyes Jr. 

Pearsall City Clerk
Monthly Report
June 2020

Activity

Meetings

The City Clerk drafted and publicized all Council agendas, provided packets to those necessary and staffed all City Council Meetings. Audio and minutes for the meetings have been recorded.

Public Records Requests

The City Clerk's Office received and processed a total of 6 Open Records Requests.

Misc...

- Processed PO's for multiple City departments
- Provided ordinances to MuniCode to update the online Code of Ordinances
- Notified public of Declarations made by Mayor and Council
- Notified public of Executive Orders from Governor Abbott
- Conducted research at the request of the City Manager
- Completed TCEQ required documentation at the request of the PWD
- Attended all council meetings
- Designed phone system for City Hall building
- Advertised RFQ's per City Manager's direction
- Edited website
- Provided COVID-19 notices via website and social media
- Received and executed all additional duties provided by the City Manager

Krystal J. Garcia
City Clerk
City of Pearsall



PEARSALL PUBLIC LIBRARY MONTHLY REPORT

June 2020

Holdings: 37,979

Circulation Statistics By Material Type: 6/1/2020 – 6-30-2020

Material Type	Checked In	Checked Out	Renewed	In-House
Book	25	13	34	3
Audio Books		112	0	0
DVD	0	0	0	0
Large Print	1	2	2	3
Ebook		364	0	0
Total	26	491	36	6

June Happenings

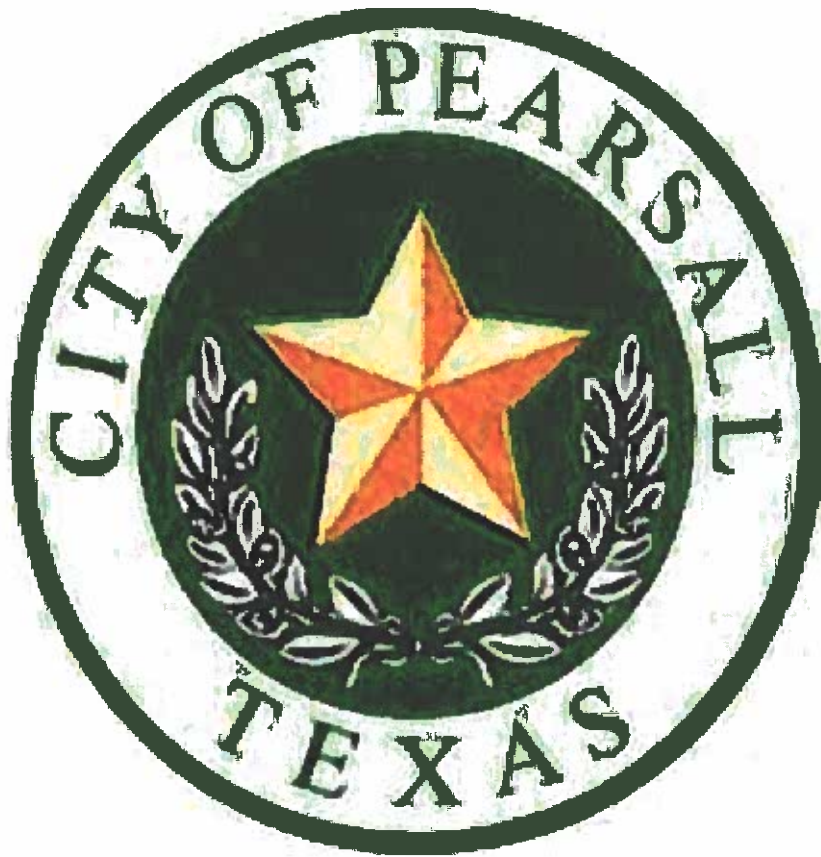
- No Interlibrary Loan
- Virtual programs on the library Facebook page and Zoom
- Staff Downtime Projects:
 - Mary
 - Processing and correcting information in our online catalog Atrium
 - Processing inventory of the entire collection
 - Preparing the library for reopening
 - Vicki
 - Disinfecting all items and returns
 - Organizing the non-fiction and reference collections to prepare for inventory
 - Rearranging DVD collection for better organization when we reopen
 - Jennifer
 - Virtual programs: 38 with 8,654 viewers
 - Maintaining library social media accounts with fun virtual activities
 - Summer Reading Program Activities

June Statistics

- Patrons Served Via Telephone: 313

200 East Trinity Street, Pearsall, Texas 78061 Office (830)334-2496 Fax (830)334-9194

City of Pearsall
Community Development Department



June 2020
Monthly Report

PROJECTS: THRU 2222222222
PAYMENT DATES: 6/01/2020 TO 6/30/2020
SORTED BY: PROJECT

** SEGMENT CODE TOTALS **

SEGMENT CODE	DESCRIPTION	TOTAL PAID
COFO	CERTIFICATE OF OCCUPANCY	825.00CR
COM DEMO	COMMERCIAL DEMOLITION	65.00CR
COM REM	COMMERCIAL REMODEL	65.00CR
RES ADD	RESIDENTIAL ADDITION	65.00CR
RES MISC	RESIDENTIAL MISCELLANEOUS	440.00CR
RES REL	RESIDENTIAL RELOCATION	195.00CR
RES REM	RESIDENTIAL REMODEL	90.00CR

TOTAL 1,745.00CR

** FEE CODE TOTALS **

FEE CODE	DESCRIPTION	TOTAL PAYMENTS	TOTAL PAID
APP01	RESIDENTIAL APPLICATION FEE	17	255.00CR
APP03	COMM APPLICATION FEE/15.00	13	195.00CR
COFO01	CERTIFICATE OF OCCUPANCY	11	385.00CR
COM03	COMMERCIAL REMODELING	1	50.00CR
COM04	COMMERCIAL DEMOLITION	1	50.00CR
INSP01	INSPECTION FEE	11	275.00CR
RES02	RESIDENTIAL ADDITION/ALTERATIO	1	50.00CR
RES03	RESIDENTIAL REMODELING	2	60.00CR
RES05	RESIDENTIAL RELOCATION	3	150.00CR
RES06	RESIDENTIAL MISCELLANEOUS	11	275.00CR
TOTAL			1,745.00CR

PROJECTS: THRU ZZZZZZZZZZ
PAYMENT DATES: 6/01/2020 TO 6/30/2020
SORTED BY: PROJECT

** GENERAL LEDGER DISTRIBUTION **

FUND G/L ACCOUNT	ACCOUNT NAME	AMOUNT
01 -4201	BUILDING PERMITS	1,745.00CR
99 -1001	POOLED CASH	1,745.00

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ

PROJECT STATUS: All

SEGMENT CODE: All

FEE CODE: All

PAYMENT SELECTION: DATE RANGE FROM: 6/01/2020 THROUGH 6/30/2020

PRINT OPTIONS

SECURITIES ONLY: NO

INCLUDE SECURITIES: NO

SEGMENT DETAIL: NO

INCLUDE REVERSE PAYMENTS: NO

REPORT SEQUENCE: PROJECT

COMMENT CODE:

END OF REPORT



PUBLIC WORKS DEPARTMENT

*Hector Gandara
Public Works Director*

Monthly Report Utilities Department June 2020

Daily – Gas plant readings were recorded.

Weekly - Sewer plant lab samples were delivered.

Monthly- Water plant lab samples were delivered, dead end mains were flushed.

*Began skeleton crew scheduling

Week of 1st – 5th: Changed cut off valve on water meter 214 N. Willow St. Responded to a sewer back up at Executive Inn. Used camera and discovered the sewer back up to be on the customer side. Repaired gas leak at 1228 E. Comal. Repaired water leak on 807 W. San Marcos. Repaired water leak at 424 W. Leona. Installed lock on water meter 807 W. San Marcos. Installed water cut off at Old Campbell's House Restaurant location. Installed gas pipe service at 1307 Leona St. Used caliche to backfill on Moreno St. Continued filling caliche on corner of Pecos and Roosevelt. Assisted Parks Dept. with planting trees and washing of the Peanut monument. Troubleshooting sewer line on Comal St. at car wash. Completed work order #5870 on William Dr. to remove large tree stump from alleyway. Trimmed and cleaned fence line at football field. Cleared a tree stump from the baseball field. Made a utility cut on 1200 block of W. Brazos. Scraped curbside on: 300-900 blocks W. San Antonio, 300-400 block S. Peach, 400 block S. Mulberry, 200 block W. San Marcos, 100-200 block S. Cherry, 100-1200 block W. Medina, 200 block S. Woodlawn and 300 block S. Puente. Used street sweeper to go back and clean those streets. Filled in sinkhole by McDonald's. Cut right of way on Veteran's Dr. and beside the PD. Completed work order #5890. Completed curb cut on 704 E. Trinity.

Week of 8th – 12th: Cleaned water meter from Nursing Home. Troubleshooting sewer line at car wash on Comal St. Changed out the water meter at Nursing Home. Cleaned water meters on "water meter list." Repaired water leak 110 CR 1084. Installed sewer clean out at car wash on Comal St. Cleaned city right of way, brush, tree limbs and trash on Woodlawn St. Completed work order #5859 for a utility cut on Brazos St. Completed

**215 South Ash Street • Pearsall, Texas 78061 • City Hall
830-334-3676 Office • 830-334-9054 Fax Number
rcarrizales@cityofpearsall.org**



work order on #5894 -Picked up dirt with JCB dump truck. Completed work order #5888-patched large pothole and cut right of way grass on 1221 S. Pecan. Completed work order #5857-covered sink hole on S. Willow and Ward. Scraped on Athol Ln. Completed work order to scrape on S. Garcia. Installed 4 "No Dumping" signs on Gilliam Rd. Picked up illegal dumping on Gilliam Rd.-trash, brush, and tires. Used John Deere tractor to cut grass on right of way on Gilliam Rd. Pushed brush piles at Transfer Station. Completed work order and cleaned all alleyway behind 225 N. Obregon, included cutting grass and trimming trees. Scraped curbside on the following: 100-300 block N. Mulberry, 200-400 block W. Rio Grande, 100 block N. Peach, 300 block W. San Marcos, 200-300 block W. Brazos, 100 block N. Peach, 200 block W. Colorado, 200-300 block W. Trinity, and 300 block of W. Neches.

Week of 15th – 19th: Extracted water from flooding caused by heavy rain on Chaparral Rd. Repaired water leak at 110 CR 1084. Repaired water leak at 512 N. Villarreal. Located utility lines for water tap installations on CR200 and CR 2005. Repaired potting machine at shop. Changed out a 2" water meter at Nolan's Trailer Park. Repaired water leak at County Cemetery. Changed out 2 water meters at the Junior High School located near the swimming pool. Cleaned work truck and installed air condition sensors. Patched potholes on 300 – 500 block Willow and 400-600 block S. Mulberry. Continued work on Chaparral Rd. Completed work order #5913 to scrape and sweep 320 S. Ash. Completed work order to fill potholes on 117 W. Alabama. Cut drainage ditch on FM 1581. Scraped 100-200 block Tuna St. and 300 block W. San Marcos.

Week of 22nd – 29th: Complete water line repair at 110 CR 1084. Exposed water meter at power plant. Repaired water leak on Llamas St. Cleaned Service Center yard. Repaired water leak at 200 N. Vinton. Repaired water leak at 417 E. Carter St. Repaired water leak on corner of Nopal and Colorado St. Patched potholes at 207 Ward. Repaired potholes on Power Plant Rd. Cleaned drainage ditch behind Wal Mart on Power plant. Cut down trees in road on Ward and Willow. Patched potholes on 100 block Davila. Patched potholes at intersection of Frio and Ash. Patched potholes on 200 block of N. Garcia, patched potholes on 100-200 block of S. Willow, Patched potholes on 500 block of N. Mulberry. Installed 2 Stop signs at intersection of Christi and Trevino. Installed 2 Stop signs at intersection of Leona and Bernal St. Completed work order for 1437 N. Huajillo. Patched potholes at intersection of Power Plant and Vaughn Rd. Patched potholes on 100 block of E. Medina. Patched on 200 block of W. Llano. Patched potholes on W. Cibolo, 400 block of Elm, and 200 block E. Medina St. Cleaned drainage ditch along Trinity St. beside old Hood Medical Clinic. Pushed dirt piles by the old nursing home and cut the grass, also.

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Pothole Patching

Intersection of W. Colorado, 1500 block W. Colorado, 100 block N. Moreno, 1400 block W. Brazos, 100-200 block W. Gonzales, 100 block W. Davila, Intersection of S. Apple and W. San Marcos, 400-600 block W. Comal, 200 block S. Pecan, 800 block E. Comal, 300 block of S. Bryan 800 block E. Pecos, 600-700 block S. Cedar, 200 block W. Florida, 200 block Guadalupe, Powerplant Rd., 200-300 block E. Brazos, 100 block N. Ash, 1200 block S. Roosevelt, and 100 block N. Roosevelt.

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Department of Parks and Recreation

Monthly Report

2020

Ramiro Otero
Parks and Recreation Director



Department of Parks and Recreation

811 W. Frio Street, Pearsall, Texas 78061

Office 830.334.2781 – Fax 830.334.4750 – Cell 830.334.1307

Delicia Hernandez
Schedule/Reservation Clerk

Ramiro Otero
Director of Parks and Recreation / Facility Maintenance Supervisor

JUNE - Park/Facility Maintenance Daily Projects

1. Ball fields

- A. Continue weekly infield maintenance throughout the month.**
- B. All infields are still under re-construction mode.**

2. Landscape:

- A. Continue to maintain and make improvements to all city landscapes.**
- B. Continue work on the Police Dept. and Chamber building landscape.**
- C. Continue with the maintenance on HEB right away trees.**

3. Building Maintenance:

- A. Ensure that maintenance standards are kept current, and continue to make improvements.**
- B. Coordinate system repairs and monitor system performance.**
- C. Overseeing custodial staff and daily operations.**

4. City Hall, Public Library, Police Dept., Civic Center: (MOW & TRIM)

- A. Continue to upkeep grounds maintenance.**
- B. Overseeing custodial staff and with daily operations.**

5. City Annex Building #2: (MOW/TRIM)

- A. Continue to upkeep grounds maintenance.**
- B. Insured that certain areas of the building are secured.**

6. Playground Equipment:

- A. Inspect playground equipment, skate-park, and splash-pads areas.**

SPLASH PAD #1 (SPORTS COMPLEX)

Pressure test indicated more minor leaks will need to be repaired prior.

SPLASH PAD #2 & SKATE PARK CITY PARK (PATINO PARK)

Pressure test indicated more minor leaks will need to be repaired prior.

JUNE – CITY PARK/CIVIC CENTER RENTALS

Patino Park	Civic Center	Moreno Park	Sports Complex

Upcoming Civic Center Rentals: CANCELLED

PARKS AND REC. OTHER UPCOMING PROJECTS

- 1. Continue to maintain all city park grounds, buildings, fixtures. Make sure all Parks are ready when they are re-open.**
- 2. Install yellow fence cap has been re-scheduled for next month.**
- 3. Continue to maintain all ball fields (Turf Areas) to prevent high maintenance cost(s).**
- 4. Reschedule disinfecting of all playground areas.**
- 5. Reschedule painting of concession stand interior.**
- 6. Re-painting of broadcast exterior structure has been completed interior.**
- 7. Maintain a healthy operations of public splash pads and skate parks areas.**
- 8. Schedule the removal and replacement of playground equipment in Moreno Park.**

**WILL CONTINUE WITH THE INFIELD(S) RE-CONSTRUCTION
PROGRAM IN CASE RECREATIONAL SEASON RESUMES.**

Preparing Ball Fields For Regular Season Renovations

Infield Soil Testing:

- a. Bring up soil fertility up to optimum levels.

1. Turf Areas:

- a. Proper watering
- b. Topdressing
- c. Fertilization
- d. Edging
- e. Lip Removal
- d. Aerify
- f. Liquid Iron
- g. Apply herbicide along fence lines.

2. Infield Skin Areas:

- a. Infield Soil Amending
- b. Leveling Infield Skin
- c. Calculate infield mix tonnage
- d. Fortification of High Areas (Batter's & Catcher's Boxes)
- e. Replacing old base anchors.
- f. Calculate infield conditional mix.

3. Continue to work on Turf Sustainability plans for upcoming season.

- a. Proper scheduling/ Wear b. Proper sports field drainage.

4. Partial improvements of sports field renovations.

- a. Proper infield elevations/grading. b. Reschedule to remove and install new base anchors.
- c. Remove portable fences. d. Improve proper drainage.

Facility Management Report

- 1. Continue with Custodial Weekly Duty Cleaning and Disinfect Schedule of all facilities.**
- 2. Continue with a facility management program that includes preventive maintenance of all city facilities.**
- 3. Continue to ensure that all health and safety standards codes are meet.**
- 4. Supervise maintenance and repairs of facilities and equipment.**
- 5. Calculate and compare costs for goods and services to maximize cost- effectiveness.**

Continue To Implement The Following Programs:

VEHICLE MAINTENANCE PROGRAM

- 1. Continue with vehicle/equipment daily maintenance program.**
 - A. Weekly service and repairs to all equipment. Continue with the maintenance repair logs.**

WORKSITE SAFETY PROGRAM

- 2. Continue with employee's safety/ worksite monthly meetings.**
 - A. Implement the Principles of Temporary Traffic Control Signs.**

B. Workers Safety Apparel.

3. CORNOAVIRUS UPDATE

- A. Continue with weekly reminders on proper hand washing/disinfect.**
- B. Proper ways to disinfect all vehicles and equipment.**
- C. Provide employees with the proper PPE materials:**
 - a. Disinfectant hand soap, wipes, hand sanitizer, face masks, rubber gloves and proper CDC literature.**
- D. Provide proper instructions on the safety operations and disinfecting of all public aquatic venues.**
- E. Improve air ventilation to city facilities, install sneeze guards with social distancing emblems.**

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL



OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month 06 Year 2020

Municipal Court for the city of: **PEARSALL**

Judge JUAN PONCE

If new, date assumed office _____

Court Mailing Address 205 E. RIO GRANDE ST.

City PEARSALL, TX ZIP 78061

Phone Number (830) 334 - 4160

Fax Number (830) 334 - 2526

Court's Public Email _____

Court's Website _____

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT

Prepared by MONICA SOTO

Date 2020-07-07

Phone Number (830) 334 - 4160

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION
PO BOX 12066
AUSTIN, TX
78711-2066

PHONE: (512) 463-1625
FAX: (512) 936-2423

CRIMINAL SECTION

Court PEARSALL 0101						
Month 06 Year 2020						
	Traffic Misdemeanors			Non-Traffic Misdemeanors		
	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:	3544	15	0	625	400	210
a. Active Cases	1033	1	0	163	162	37
b. Inactive Cases	2511	14	0	462	238	173
2. New Cases Filed	48	0	0	2	1	0
3. Cases Reactivated	17	0	0	3	1	0
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket	1098	1	0	168	164	37
6. Dispositions Prior to Court Appearance or Trial:						
a. Uncontested Dispositions	36	0	0	2	1	0
b. Dismissed by Prosecution	0	0	0	0	0	0
7. Dispositions at Trial:						
a. Convictions:						
1) Guilty Plea or Nolo Contendere	0	0	0	0	0	0
2) By the Court	0	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b. Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	0	0	0	0	0	0
8. Compliance Dismissals:						
a. After Driver Safety Course	0					
b. After Deferred Disposition	6	0	0	0	0	0
c. After Teen Court	0	0	0	0	0	0
d. After Tobacco Awareness Course					0	
e. After Treatment for Chemical Dependency				0	0	
f. After Proof of Financial Responsibility	4					
g. All Other Transportation Code Dismissals	2	0	0	0	0	0
9. All Other Dispositions	0	0	0	0	0	0
10. Total Cases Disposed	48	0	0	2	1	0
11. Cases Placed on Inactive Status	0	0	0	0	0	0
12. Total Cases Pending End of Month:	3544	15	0	625	400	210
a. Active Cases	1050	1	0	166	163	37
b. Inactive Cases	2494	14	0	459	237	173
13. Show Cause Hearings Held	0	0	0	0	0	0
14. Cases Appealed:						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0

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PAGE 2

CIVIL/ADMINISTRATIVE SECTION

Court PEARSALL 0101	
Month 06 Year 2020	TOTAL CASES
1. Total Cases Pending First of Month:	0
a. Active Cases	0
b. Inactive Cases	0
2. New Cases Filed	0
3. Cases Reactivated	0
4. All Other Cases Added	0
5. Total Cases on Docket	0
DISPOSITIONS	
6. Uncontested Civil Fines or Penalties	0
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial/Hearing by Judge/Hearing Officer	0
10. Trial by Jury	0
11. Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed	0
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	0
a. Active Cases	0
b. Inactive Cases	0
16. Cases Appealed:	
a. After Trial	0
b. Without Trial	0

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PAGE 3

JUVENILE/MINOR ACTIVITY

Court PEARSALL 0101	
Month 06 Year 2020	TOTAL
1. Transportation Code Cases Filed	1
2. Non-Driving Alcoholic Beverage Code Cases Filed	0
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed	0
5. Tobacco Cases Filed	0
6. Truancy Cases Filed	0
7. Education Code (Except Truancy) Cases Filed	0
8. Violation of Local Daytime Curfew Ordinance Cases Filed	0
9. All Other Non-Traffic Fine-Only Cases Filed	0
10. Transfer to Juvenile Court:	
a. Mandatory Transfer	0
b. Discretionary Transfer	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct)	0
12. Held in Contempt by Criminal Court (Fined and/or Denied Driving Privileges)	0
13. Juvenile Statment Magistrate Warning:	
a. Warnings Administered	0
b. Statements Certified	0
14. Detention Hearings Held	0
15. Orders for Non-Secure Custody Issued	0
16. Parent Contributing to Nonattendance Cases Filed	0

ADDITIONAL ACTIVITY

Court PEARSALL 0101			
Month 06	Year 2020		
		NUMBER GIVEN	REQUEST FOR COUNSEL
1. Magistrate Warnings:			
a. Class C Misdemeanors		0	
b. Class A and B Misdemeanors		0	0
c. Felonies		0	0
			TOTAL
2. Arrest Warrants Issued:			
a. Class C Misdemeanors			0
b. Class A and B Misdemeanors			0
c. Felonies			0
3. Capiases Pro Fine Issued			0
4. Search Warrants Issued			0
5. Warrants for Fire, Health and Code Inspections Issued			0
6. Examining Trials Conducted			0
7. Emergency Mental Health Hearings Held			0
8. Magistrate's Orders for Emergency Protection Issued			0
9. Magistrate's Orders for Ignition Interlock Device Issued			0
10. All Other Magistrate's Orders Issued Requiring Conditions for Release on Bond			0
11. Driver's License Denial, Revocation or Suspension Hearings Held			0
12. Disposition of Stolen Property Hearings Held			0
13. Peace Bond Hearings Held			0
14. Cases in Which Fine and Court Costs Satisfied by Community Service:			
a. Partial Satisfaction			0
b. Full Satisfaction			5
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit			2
16. Cases in Which Fine and Court Costs Waived for Indigency			6
17. Amounts of Fines and Court Costs Waived for Indigency			\$ 1270.25
18. Fines, Court Costs and Other Amounts Collected:			
a. Kept by City			\$ 2624.55
b. Remitted to State			\$ 4050.45
c. Total			\$ 6675.00

Report Ran 07/07/2020 02:16 PM

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OCA Appointments & Fees
06/01/2020 TO 06/30/2020**Appointments Approved**

Name of Judge Ordering Appointment	Case Number	Case Style	State Bar No.	Name of Person Appointed	Position to Which Appointed	Date of Appointment
No Activity						

This form is for tracking purposes only and will not be accepted as a monthly report. The information must be entered into the reporting database.

PACKET: 38780 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP POOLED ACCOUNTS PAYABLE

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
8880	A.G. FENCE/WELDING							
	I-1951	LATCH WELD	R	7/09/2020		60.00CR	039463	
	I-1955	PARK GATES SECURITY	R	7/09/2020		60.00CR	039463	
	I-1956	WELDING	R	7/09/2020		60.00CR	039463	180.00
012970	A1 BIZCOM, INC.							
	I-24000	REPAIR PHONE JACK	R	7/09/2020		322.04CR	039464	322.04
0095	ACT PIPE & SUPPLY, INC.							
	I-S100533602.001	STOCK SUPPLIES	R	7/09/2020		208.14CR	039465	
	I-S100533602.002	STOCK SUPPLIES	R	7/09/2020		347.94CR	039465	
	I-S100535038-001	STOCK SUPPLIES	R	7/09/2020		733.12CR	039465	1,289.20
014265	AG-PRO TEXAS, LLC							
	I-P22087	WEED TRIMMER LINE	R	7/09/2020		105.97CR	039466	
	I-P22150	CARBURETOR	R	7/09/2020		52.35CR	039466	
	I-P22500	SAW CHAIN	R	7/09/2020		29.99CR	039466	
	I-P22589	MAINTENANCE REPAIRS	R	7/09/2020		142.09CR	039466	
	I-P22654	ROW SUPPLIES	R	7/09/2020		467.88CR	039466	
	I-P22655	OIL	R	7/09/2020		12.72CR	039466	
	I-P22695	SAW CHAINS	R	7/09/2020		194.94CR	039466	
	I-P22748	JD ZTRACK REPAIR	R	7/09/2020		175.96CR	039466	
	I-P22917	Z TRACK REPAIR	R	7/09/2020		215.76CR	039466	
	I-P22966	CHAINSAW	R	7/09/2020		73.13CR	039466	
	I-W16699	MAINTENANCE REPAIRS	R	7/09/2020		464.85CR	039466	
	I-W16701	MAINTENANCE REPAIRS	R	7/09/2020		697.82CR	039466	2,633.46
010460	ASSOCIATED SUPPLY CO., INC.							
	I-PSO163748-1	BATTERY BACKHOE	R	7/09/2020		185.86CR	039467	185.86
9690	AUTOZONE, INC.							
	C-4213892060	REPALCE BEARINGS	R	7/09/2020		111.59	039468	
	I-4213885598	UNIT 804	R	7/09/2020		29.24CR	039468	
	I-4213885646	UNIT 800	R	7/09/2020		92.22CR	039468	
	I-4213886511	UNIT 704	R	7/09/2020		12.94CR	039468	
	I-4213886668	2001 FORD TRUCK	R	7/09/2020		206.93CR	039468	
	I-4213886709	2001 FORD TRUCK F350	R	7/09/2020		124.99CR	039468	
	I-4213887047	DOOR MIRROR	R	7/09/2020		175.74CR	039468	
	I-4213890014	FREON	R	7/09/2020		59.88CR	039468	
	I-4213891470	UNIT 704	R	7/09/2020		12.67CR	039468	
	I-4213891474	UNIT 907 FUEL MODULE	R	7/09/2020		124.10CR	039468	
	I-4213892059	REPALCE BEARINGS	R	7/09/2020		223.18CR	039468	
	I-4213892062	REPALCE BEARINGS	R	7/09/2020		102.29CR	039468	
	I-4213892579	DUMP TRUCK	R	7/09/2020		12.41CR	039468	1,065.00

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	7/09/2020			039469	**VOID**
014135	BUOY SERVICES INCORPORATED I-107490	MAINTENANCE	R	7/09/2020		742.78CR	039470	742.78
0740	CASCO INDUSTRIES, INC. I-218934	MASK	R	7/09/2020		415.00CR	039471	415.00
015065	CINTAS CORPORATION NO. 2 I-5017579315 I-5017579377 I-5017843612 I-5017843632 I-5018386920	FIRST AID KIT SUPPLIES SANITIZING SUPPLIES FIRST AID CABINET FIRST AID	R R R R R	7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020		256.91CR 552.26CR 897.58CR 132.56CR 727.44CR	039472 039472 039472 039472 039472	 2,566.75
015775	COLORADO MATERIALS, LTD. I-292242	BASE	R	7/09/2020		411.20CR	039473	411.20
012930	DPC INDUSTRIES, INC. I-857000959-20 I-DE85001066-20	DPC CHLORINE	R R	7/09/2020 7/09/2020		977.54CR 190.00CR	039474 039474	 1,167.54
010735	EGW I-1139082 I-1139540	GAS COUPLINGS GAS PIPE/COUPLINGS	R R	7/09/2020 7/09/2020		716.51CR 355.74CR	039475 039475	 1,072.25
014885	ELLIOTT ELECTRIC SUPPLY I-127-81406-01	LIGHT BULBS	R	7/09/2020		14.68CR	039476	14.68
011815	FRIO COUNTY AUDITOR I-MAY 2020	INV MAY 2020	R	7/09/2020		700.00CR	039477	700.00
7240	GAS AND SAFETY TRAINING INSTITUTE I-S-20-0141	WINGLOCK	R	7/09/2020		416.06CR	039478	416.06
1600	GEMINI OFFICE PRODUCTS I-0034966-001 I-0034968-001 I-0034989-001 I-0034996-001 I-0035001-01 I-0035001-02 I-0035002-001 I-0035006-001 I-0035052-001 I-0035091-001 I-0035129-001 I-0035227-001 I-034912-001	OFFICE SUPPLIES OFFICE SUPPLIES DVD FOR CASES FILES XEROX TONER GEMINI OFFICE PRODUCTS GEMINI OFFICE PRODUCTS SUPPLIES FOR OFFICERS PRINTER INK SUPPLIES SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES CLEANER FOR TIOLET	R R R R R R R R R R R R R R	7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020 7/09/2020		57.57CR 288.15CR 176.50CR 158.36CR 250.33CR 28.99CR 297.87CR 597.84CR 106.46CR 45.88CR 121.10CR 326.13CR 41.52CR	039479 039479 039479 039479 039479 039479 039479 039479 039479 039479 039479 039479 039479 039479	 2,496.70

PACKET: 38780 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP POOLED ACCOUNTS PAYABLE

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	7/09/2020			039480	**VOID**
6085	HEAT SAFETY EQUIPMENT							
	I-20-13499	TEST BOTTLES	R	7/09/2020		2,837.00CR	039481	2,837.00
014285	HYDROPRO SOLUTIONS							
	I-0016188-IN	3" METER	R	7/09/2020		4,307.99CR	039482	4,307.99
016815	MOY'S WATER WELL DRILLING & SERVICES OF TEXAS, INC							
	I-2763	REGULATOR	R	7/09/2020		988.50CR	039483	988.50
6940	NORTHERN SAFETY CO., INC.							
	I-903984527	EMPLOYEE PPE	R	7/09/2020		53.94CR	039484	
	I-903986465	EMPLOYEE PPE	R	7/09/2020		60.36CR	039484	
	I-904003864	EMPLOYEE PPE	R	7/09/2020		34.00CR	039484	148.30
9380	O'REILLY AUTO PARTS							
	I-1576-242670	UNIT 702	R	7/09/2020		61.76CR	039485	61.76
017020	OMEGA INDUSTRIAL SUPPLY, INC.							
	I-126671	SANITIZER WIPES	R	7/09/2020		342.00CR	039486	
	I-126797	HERBICIDE	R	7/09/2020		690.00CR	039486	
	I-126933	SUPPLIES	R	7/09/2020		2,052.00CR	039486	
	I-127084	RESTOCK SANTILIZER	R	7/09/2020		1,029.00CR	039486	4,113.00
9945	PARKER'S BUILDING SUPPLY							
	I-63732/R	STAND N SPRAY	R	7/09/2020		57.86CR	039487	57.86
014440	(FIRE) PAWLIK'S FRIO FARM & RANCH							
	C-755777	SUPPLIES	R	7/09/2020		69.65	039488	
	I-455855	SUPPLIES	R	7/09/2020		50.85CR	039488	
	I-755694	SUPPLIES	R	7/09/2020		39.95CR	039488	
	I-755721	SUPPLIES	R	7/09/2020		143.63CR	039488	
	I-755876	SUPPLIES	R	7/09/2020		199.50CR	039488	
	I-756780	PULLEYS	R	7/09/2020		107.91CR	039488	472.19
3160	PAWLIK'S FRIO FARM & RANCH							
	I-754909	FLAT REPAIR	R	7/09/2020		12.00CR	039489	
	I-755322	FLAT REPAIR	R	7/09/2020		12.00CR	039489	
	I-755339	PAINT	R	7/09/2020		31.95CR	039489	
	I-755410	SHOVEL	R	7/09/2020		63.80CR	039489	
	I-755423	MAINTENANCE SUPPLIES	R	7/09/2020		189.54CR	039489	
	I-756046	REPAINT COMPLEX STRUCT	R	7/09/2020		358.90CR	039489	668.19

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
9425	PETROLEUM SOLUTIONS, INC.							
	I-SRVCE096286	REPAIR GAS TANK	R	7/09/2020		407.13CR	039490	
	I-SRVCE097631	GAS TANK REPAIR	R	7/09/2020		358.00CR	039490	765.13
3275	PETTY OIL COMPANY							
	I-69907	UNLEADED FUEL	R	7/09/2020		3,524.07CR	039491	
	I-69965	DIESEL DELIVERY	R	7/09/2020		790.00CR	039491	
	I-70451	FUEL FOR POLICE DEPT	R	7/09/2020		2,814.21CR	039491	7,128.28
016065	PNEU-DART, INC.							
	I-282516	DARTS FOR ACO	R	7/09/2020		113.76CR	039492	113.76
017645	SAMUEL D SOTELLO							
	I-2020186	ELECTRICAL REPAIR	R	7/09/2020		5,061.00CR	039493	5,061.00
4260	T & T AUTO PARTS							
	I-495854	HYDROVAC HOSE	R	7/09/2020		329.93CR	039494	329.93
014445	T & T AUTO PARTS (FIRE DEPART)							
	I-495586	PARTS	R	7/09/2020		221.48CR	039495	221.48
014405	TIFCO INDUSTRIES, INC							
	I-71567975	EMPLOYEE PPE	R	7/09/2020		179.50CR	039496	179.50
017665	TOBY'S PAINTING							
	I-061520	TRIM PAINTING	R	7/09/2020		4,183.00CR	039497	4,183.00
010450	TRACTOR SUPPLY CREDIT PLAN							
	I-00313359	MAINTENANCE SUPPLIES	R	7/09/2020		50.97CR	039498	
	I-2004876662	SPRAYER	R	7/09/2020		323.97CR	039498	374.94
4705	UNIFIRST HOLDINGS L.P.							
	I-823263401	UNIFORMS SVC CNTR	R	7/09/2020		43.24CR	039499	
	I-8232759736	JANITORIAL SUPPLIES	R	7/09/2020		22.19CR	039499	
	I-8232761572	JANITORIAL SUPPLIES	R	7/09/2020		33.46CR	039499	
	I-8232761574	JANITORIAL ADMIN	R	7/09/2020		35.94CR	039499	
	I-8232761576	UNIFORMS SVC CNTR	R	7/09/2020		49.36CR	039499	
	I-8232761660	UNIFORMS STREETS	R	7/09/2020		88.65CR	039499	
	I-8232761661	UNIFORMS WATER	R	7/09/2020		68.76CR	039499	
	I-8232761662	UNIFORMS WWTP	R	7/09/2020		40.14CR	039499	
	I-8232761664	UNIFORMS PARKS	R	7/09/2020		92.53CR	039499	
	I-8232762484	JANITORIAL CITY HALL	R	7/09/2020		7.53CR	039499	
	I-8232762486	UNIFORMS SVC CNTR	R	7/09/2020		43.52CR	039499	
	I-82327625711	UNIFORMS STREETS	R	7/09/2020		105.48CR	039499	
	I-8232762572	UNIFORMS WATER	R	7/09/2020		68.76CR	039499	
	I-8232762573	UNIFORMS WWTP	R	7/09/2020		40.14CR	039499	
	I-8232762574	UNIFORMS GAS	R	7/09/2020		90.90CR	039499	
	I-8232762575	UNIFORMS PARKS	R	7/09/2020		52.02CR	039499	
	I-8232763399	JANITORIAL	R	7/09/2020		7.23CR	039499	
	I-8232763485	UNIFORMS STREETS	R	7/09/2020		171.48CR	039499	
	I-8232763486	UNIFORMS WATER	R	7/09/2020		68.76CR	039499	
	I-8232763487	UNIFORMS WWTP	R	7/09/2020		40.14CR	039499	

PACKET: 38780 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP POOLED ACCOUNTS PAYABLE

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
	I-8232763488	UNIFORMS GAS	R	7/09/2020		87.66CR	039499	
	I-8232763489	UNIFORMS PARKS	R	7/09/2020		52.02CR	039499	
	I-8232764315	JANITORIAL CITY HALL	R	7/09/2020		7.23CR	039499	
	I-8232764317	UNIFORMS SVC CNTR	R	7/09/2020		43.24CR	039499	
	I-8232764404	UNIFORMS WATER	R	7/09/2020		68.76CR	039499	
	I-8232764405	UNIFORMS WWTP	R	7/09/2020		40.14CR	039499	
	I-8232764406	UNIFORMS GAS	R	7/09/2020		87.66CR	039499	
	I-8232764407	UNIFORMS PARKS	R	7/09/2020		52.02CR	039499	
	I-823276523.7	UNIFORMS SVC CNTR	R	7/09/2020		49.36CR	039499	
	I-8232765235	JANITORIAL CITY HALL	R	7/09/2020		44.85CR	039499	
	I-8232765322	UNIFORMS STREETS	R	7/09/2020		117.36CR	039499	
	I-8232765323	UNIFORMS WATER	R	7/09/2020		68.76CR	039499	
	I-8232765324	UNIFORMS WWTP	R	7/09/2020		40.14CR	039499	
	I-8232765325	UNIFORMS GAS	R	7/09/2020		87.66CR	039499	
	I-8232765326	UNIFORMS PARKS	R	7/09/2020		52.02CR	039499	
	I-823761663	UNIFORMS GAS	R	7/09/2020		87.66CR	039499	
	I-823764403	UNIFORMS STREETS	R	7/09/2020		117.36CR	039499	2,274.13
VOID	VOID CHECK		V	7/09/2020			039500	**VOID**
VOID	VOID CHECK		V	7/09/2020			039501	**VOID**
VOID	VOID CHECK		V	7/09/2020			039502	**VOID**
011605	USA BLUEBOOK							
	I-245726	RESTOCK SUPPLIES	R	7/09/2020		24.48CR	039503	24.48

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	36	0.00	49,988.94	49,988.94
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	5	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	41	0.00	49,988.94	49,988.94

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
01	7/2020	15,950.60CR
09	7/2020	9,210.10CR
22	7/2020	10.19CR
35	7/2020	24,818.05CR
=====		
ALL		49,988.94CR