



**NOTICE OF A REGULAR MEETING
OF THE CITY COUNCIL
Thursday, July 8, 2021
7:00 PM**

Don Smith
Mayor

Ernie Burns
Mayor Pro-Tem

Amanda Davis
Council Member

Linzy Neal
Council Member

Charles Ryan
Council Member

Ryan Hanson
Council Member

Charles West
City Administrator

AGENDA

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Van City Council will meet in a Regular Meeting July 8, 2021 at 7:00 PM at City Hall, 310 Chestnut, Van, TX 75790. The items listed below are placed on the agenda for discussion and/or action.

The City Council reserves the right to adjourn into executive session at anytime during the course of this meeting to discuss any of the matter listed below, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development).

I. CALL MEETING TO ORDER

- A. Roll Call and Establish a Quorum

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

- A. US Flag
B. Texas Flag

IV. OPEN FORUM

The opportunity for citizens to address the City Council on any non-agenda item (**limit 3 minutes per person**); however, the Texas Open Meetings Act prohibits the City Council from discussing issues which the public has not been given seventy- two (72) hour notice. Issues raised may be referred to City Staff for research and potential future action.

V. REPORTS

- A. City Manager Monthly Report
B. Code Compliance Report
C. Fire Marshal Monthly Report
D. Fire Department Monthly Report
E. Library Monthly Report
F. Municipal Court Monthly Report

- G. Parks Department Monthly Report
- H. Police Monthly Report
- I. Public Works Monthly Report

VI. INFORMATION AND DISCUSSION

- A. Public hearing on Zoning change request for application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas
- B. Discussion concerning amending the current Task Order VAN.017 WWTP Influent Lift Station
- C. Discussion concerning American Rescue Plan Act Procurement
- D. Discussion concerning a request from Public Works on the possible purchase of a skid steer and various attachments
- E. Discussion concerning City of Van Boards and Commissions, their roles, objectives, and expectations.
- F. Discussion concerning the FY 2021 Budget and the upcoming FY 2022 Budget

VII. CONSENT AGENDA

(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member request an item be removed and considered separately.)

- A. Minutes for the June 3, 2021 Council Meeting
- B. June 2021 Expenditures

VIII. ACTION ITEMS

- A. Re - Zoning application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas
- B. Consider and Possible action on subdivision of a tract of land located within the A. McPhail Survey, Abstract No. 533. 2.67 acres.
- C. Consider and Possible action of subdivision of a 1.087 acre tract located within the Mund Gross Survey, Abstract No. 297.
- D. Consideration and Possible Action on amending Task Order VAN.017 with KSA Engineering
- E. Consideration and Possible Action on the City of Van requesting proposals for administrative services for the American Rescue Plan Act of 2021

IX. EXECUTIVE SESSION

Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.072, 551.073, 551.074, 551.076, 551.087, and Section 418.183(f) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated here in.

X. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY

RECEIVE REQUESTS FROM COUNCIL MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA

Discussion under this item must be limited to whether the Council wishes to include a potential agenda item on a future agenda.

XI. ADJOURN

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Van City Hall, 310 Chestnut, Van, Texas 75790 by 5:00 pm on July 2, 2021

Sereca Huff-Huggins, City Secretary

NOTE: If, during the meeting, any discussion of any item on the agenda should be held in a closed meeting, the Council will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E

 *Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the Van City Hall 48 hours in advance, at (903)963-7216, and reasonable accommodations will be made for assistance.*

City Manager Monthly Report

First you are going to see some changes in the agenda format, we have been working toward honoring request that have been made by council members to have items discussed at one meeting and voted on at the next meeting. There are times members may want to do more research before deciding and I completely understand that. What we are going to do if it is acceptable to the council is to list all items as a discussion and then any items that are time sensitive will be listed as an action item also. This may make the agenda look longer, when actuality it is not due to some items being listed twice on the agenda.

We are finally getting settled into city hall being at the community center. e is still some organization that needs to take place and we need input from council on what you would like to have when it comes to sound and video. For now, we are going to use the original sound system. We did receive a quote to move items from the Movie House and that quote was not reasonable in my opinion. It was over \$10,000 and I just do not see that much cost involved, so after we discuss with council what you would like to see, then we will seek new quotes if any are needed.

McMillan Park – the contractor still has a lot of clean up and other things to complete, which hopefully they will wrap up this month. We are also proposing for the opening of the park in August a friendly competition between city departments including the city council, a cardboard boat race across the lake. I feel like this would not only be good community event to bring people to the new park, but a morale and team building experience for staff. We will discuss to get more input from the council and other ideas.

The water line project on E Ohio is just about wrapped up and the street contractors should be setting up within the next few weeks to begin paving.

Victron has received all the documentation needed to begin the annexation process, we are just waiting on them to submit the petition. Once we have that then the process will begin.

The clinic moving into the old city hall is beginning painting and other minor remodeling projects to get setup and start seeing patients. They advised me on July 2, that they are planning to be seeing patients on August 1st.

I have been talking to several different brokers on possible development projects. At this time, the only information they will provide is that it is a national retailer. There is another broker that is interested in the current Dollar General Store should the new site be approved for the zoning change and a new store is constructed.

As you can tell we have lots of things going on and the Month of June was busy with legislative updates and professional development training. I will be reviewing some possible changes that I will be recommending to the council for approval over the next few months as draft policies are developed.

Blake currently has a couple of ordinances from the ordinance committee that he is reviewing before being submitted to the council for approval.

MONTHLY CODE REPORT - JUNE 2021

DATE	ADDRESS	NOTE	TYPE MULTIPLE ENTRIES AT A SINGLE ADDRESS REFLECT MULTIPLE VIOLATIONS	TYPE	COUNT	ACTION TAKEN	DATE CLOSED
CARRYOVER OPEN CASES							
5/10/2021		FOLOW UP HIGH GRASS LOT	CODE VIOLATION GRASS	CASE OPENED			
5/19/2021		OBSERVATION - WILL SEND LETTTER	CODE VIOLATION GRASS	CASE OPENED		VIOLATION CLEARED	6/25/2021
5/19/2021		JUNK VEHICLE - WILL POST LETTER	CODE VIOLATION CAR	CASE OPENED		VIOLATION CLEARED	6/25/2021
5/19/2021		WRECKED CAR - IS TO BE TOWED BY INS	CODE VIOLATION CAR	CASE OPENED		VIOLATION CLEARED	6/9/2021
5/19/2021		LETTER SENT TO OWNER	CODE VIOLATION GRASS	CASE OPENED		VIOLATION CLEARED	6/4/2021
5/19/2021		ATTEMPT TO CONTACT - OLD CAMPER	CODE VIOLATION CAR	CASE OPENED			
5/19/2021		VACANT - NEEDS GRASS LETTER	CODE VIOLATION GRASS	CASE OPENED			
DAILY ACTIVITY							
6/7/2021		CITIZEN VIA APP	CODE VIOLATION GRASS	CASE OPENED	1	WARNING	
6/1/2021		follow up	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/4/2021
6/1/2021		SEVERAL JUNK CARS	CODE VIOLATION CAR	CASE OPENED	1	WARNING	
06/01/0221		DOOR NOTICE - HIGH GRASS	CODE VIOLATION GRASS	CONTACT	1	NOTICE POSTED	
6/7/2021		HIGH GRASS	CODE VIOLATION GRASS	CONTACT	1	MAILED NOTICE	
6/7/2021		JUNK APPLIANCES	MISC CODE VIOLATION	CONTACT	1	MAILED NOTICE	
6/9/2021		GRASS COMPLAINTS	CODE VIOLATION GRASS	CASE OPENED	1	NOTICE POSTED	
6/9/2021		PROPERTY MOWED	CODE VIOLATION GRASS	FOLLOW UP	1	OBSERVATION	
6/9/2021		PROPERTY MOWED	CODE VIOLATION GRASS	FOLLOW UP	1	OBSERVATION	
6/9/2021		VEHICLE REMOVED	CODE VIOLATION CAR	CLOSED	1	VIOLATION CLEARED	6/9/2021
6/10/2021		SPOKE WITH REGISTERED OWNER REGARDING ABATEMENT	CODE VIOLATION GRASS	FOLLOW UP	1	INFORMAION GIVEN	
6/10/2021		OLD NURSING HOME PROPERTY	CODE VIOLATION GRASS	CONTACT	1	MAILED NOTICE	
6/1/2021							
6/21/2021		VIOLATION CLEARED	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/19/2021
6/21/2021		SPOKE WITH TENANT - WILL MOW BY WED	CODE VIOLATION GRASS	FOLLOW UP	1	WARNING	
6/19/2021		SPOKE WITH OWNER - WILL MOW THIS WEEK	CODE VIOLATION GRASS	FOLLOW UP	1	INFORMAION GIVEN	
6/9/2021		SEVERAL EMPTY LOTS NEED MOWING, VIA APP	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/19/2021
6/22/2021		CONTACTED OWNER RE: GRASS	CODE VIOLATION GRASS	CONTACT	1	WARNING	

MONTHLY CODE REPORT - JUNE 2021

6/22/2021		INVESTIGATE RV AS A RESIDENCE	MISC CODE VIOLATION	OBSERVATION	1	OBSERVATION	
6/22/2021		SUBURBAN VIOLATION JUNK CAR	CODE VIOLATION CAR	CONTACT	1	WARNING	
6/22/2021		MISC JUNK IN DRIVEWAY	MISC CODE VIOLATION	CONTACT	1	INFORMAION GIVEN	
6/22/2021		SEVERL VEHICLES IN DRIVE - GAVE IINFO AND WILL RETURN I 1 WK	CODE VIOLATION CAR	CONTACT	1	WARNING	
6/22/2021		VACANT HOUSE - HIGH GRASS - sent email	CODE VIOLATION GRASS	OBSERVATION	1	OBSERVATION	
6/22/2021		VACANT HOUSE - HIGH GRASS - sent email	CODE VIOLATION GRASS	OBSERVATION	1	OBSERVATION	
6/24/2021		VACANT HOUSE - HIGH GRASS - sent email	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/23/2021
6/24/2021		VACANT HOUSE - HIGH GRASS - sent email	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/23/2021
6/24/2021		OWNER MOWED THE PROPERTY	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/24/2021
6/25/2021		OBSERVATION - WILL SEND LETTTER	CODE VIOLATION GRASS	CLOSED	1	VIOLATION CLEARED	6/25/2021
6/25/2021		JUNK VEHICLE - WILL POST LETTER	CODE VIOLATION CAR	CLOSED	1	VIOLATION CLEARED	6/25/2021
6/25/2021		OLD NURSING HOME PROPERTY	CODE VIOLATION GRASS	CLOSED		VIOLATION CLEARED	6/22/2021
TOTAL	VERBAL WARNING	WRITTEN WARNING	CITATION	ENFOREMENT ACTION	CLOSED		
28	6	6	0	6	10		

MONTHLY FIRE MARSHAL REPORT - JUNE 2021

[illegible]



FROM THE OFFICE OF THE FIRE MARSHAL

*Mailing Address: P.O. Box 487
Physical Address: 113 S. Maple
Van, Texas 75790*

DATE: June 30, 2021

RE: May Code Activity

- I will be on shift the night of the Council Meeting, if you have any questions regarding my reports please feel free to call me prior.
- I have noticed very few issues with the new outdoor burning ordinance in place. Either people aren't burning or 'm not seeing it. I have visited with a few citizens that I see have big brush piles and those I have seen burning, and they have been receptive to the rules. I'm sure this fall when the leaves are falling it will require more enforcement.
- There are still several vacant properties needing attention. I am working to locate the registered owners to hold them responsible. We are maintaining records where the city has to take action to mow them.

Jeff Hudgens, FSCEO, EMT-P
Fire Marshal, City of Van
Jhudgens@vantx.gov
(903) 569-4075

CITY OF VAN FIRE DEPARTMENT MONTHLY REPORT

FY 2020-2021

	TOTAL CALLS FOR SERVICE	RESPONSES WITHIN CITY		RESPONSES IN V.Z. COUNTY		RESPONSES IN SMITH COUNTY		MUTUAL AID PROVIDED	MUTUAL AID RECEIVED	RESPONSE MAN HOURS	RESPONSE HOURS BY DAY STAFF	TRAINING HOURS	FIRE	RESCUE & EMS	OTHER
OCTOBER	23	7	30%	8	35%	8	35%	3	1	51.94	6.76	12	2	12	9
NOVEMBER	31	12	39%	14	45%	5	16%	4	1	54.6	20.59	4	10	16	5
DECEMBER	27	6	22%	12	44%	9	33%	11	2	43.75	14.18	0	6	18	3
JANUARY	25	9	36%	9	36%	7	28%	7	1	79.64	13.82	0	8	9	8
FEBRUARY	25	8	32%	13	52%	4	16%	4	3	71.36	3.14	0	8	8	9
MARCH	21	7	33%	7	33%	7	33%	1	1	51.12	0.56	8	8	10	3
APRIL	17	6	35%	7	41%	4	24%	1	0	30.12	1	3	4	11	3
MAY	22	9	41%	8	36.36%	5	22.72%	1	1	36.87	0.46	0	5	16	2
JUNE	22	7	32%	8	36.36%	7	31.81%	1	2	118.37	4.72	0	8	12	2
JULY															
AUGUST															
SEPTEMBER															
YEAR TO DATE	213	71	33%	86	40%	56	26%	33	12	537.77	65.23	27	59	112	44

NOTES

Van Community Library Report

June 2021

Monthly Stats:

- A. Adults – 62
- B. Children – 37
- C. Items Checkout – 0
- D. DVD Checkout- 0
- E. Library Cards issued – 1
- F. Computer Patrons – 22
- G. Computer Hours – 16.23
- H. Personal Laptops - 10
- I. Program Attendance - 0

Needs:

- A. Library board is looking to add a new board member.

Goals:

- A. Continue to efficiently provide community access to information, materials, and programs.
- B. Continue to keep the library clean, fresh, and up to date on material.

Organizational Development:

In the month of June, the library reopened to the public for computer use and resetting up our shelves. Our staff has been planning our Summer Reading Program, Story Time, setting up bookshelves and putting books back on the shelves. During this process with the help of volunteers we have removed older and unused books to make room for new material.

Future Program Ideas:

- A. Family Game Night
- B. Library Scavenger Hunt
- C. Book Club
- D. Library Mini Golf

VAN MUNICIPAL COURT
CITY COUNCIL MONTHLY REPORT

June 2021

Citations filed with the court	261
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June Closed Cases	141
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Dismissals:	82
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Dismissed by Prosecutor	0
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FTA/VPTA Amnesty	0
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Finding of Not Guilty	0
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Drivers Safety Course	12
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Deferred Disposition	31
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Proof of Insurance	9
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Other Compliance Dismissals	28
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Waived/Voided	2
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Number Paid in Full	56
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Non-Cash Credit:

Time Served	0
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Community Service	2
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Number of Appealed Cases	1
	141

Number of Pre-Trials	15
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Number of Jury Trials	0
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Number of Non-Jury Trials	9
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Number of Show Cause Hearings	1
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CITY OF VAN POLICE DEPARTMENT
2021 MONTHLY ACTIVITIES SUMMARY

	OFFICER	CHIEF BROWN	SGT. DAVIS	BOWLES	CARLSON	DORING
YEAR TO DATE	UNIT	106	750	204	201	203
	ANIMAL	4	1	0	6	8
	BLDG CHECK	81	0	33	28	452
	CRASH	0	1	1	0	5
	INCIDENT	15	49	8	20	10
	OFFENSE	10	28	21	22	14
	CFS	25	18	69	150	184
	WARNING	28	1	70	175	41
	CITATION	82	1	79	111	31
	ARREST	1	6	18	19	7
	NARCOTICS RELATED	0	2	6	2	0
	DRUG PARAPHANALIA	0	1	12	9	0
	MILEAGE	7461	3220	7109	6174	5288

	OFFICER	CHIEF BROWN	SGT. DAVIS	BOWLES	CARLSON	DORING
JUNE	UNIT	106	750	204	201	203
	ANIMAL	0	0	0	4	1
	BLDG CHECK	19	0	0	3	96
	CRASH	0	0	0	0	1
	INCIDENT	1	4	2	2	1
	OFFENSE	1	1	9	4	2
	CFS	2	3	10	34	48
	WARNING	4	1	22	36	10
	CITATION	1	0	21	26	11
	ARREST	0	0	9	4	2
	NARCOTICS RELATED	0	0	3	0	0
	DRUG PARAPHANALIA	0	0	6	1	0
	MILEAGE	1376	821	1774	1599	1041

GEDDIE	HEMPHILL	MCKEE	RODRIGUEZ	SMITH	DUKE	SHADBOLT
107	108	202	205	202	NA	NA
2	2	11	2	15	0	0
1862	24	6	96	6	0	0
1	6	8	2	3	0	0
3	32	51	9	70	0	0
5	44	26	2	33	0	0
151	191	144	140	123	0	0
12	296	55	103	153	0	0
0	139	42	66	481	0	0
1	43	10	0	25	0	0
0	1	1	0	0	0	0
0	21	3	0	7	0	0
5262	5331	7184	5053	0		

GEDDIE	HEMPHILL	MCKEE	RODRIGUEZ	SMITH	DUKE	SHADBOLT
107	108	202	205	202	NA	NA
0	0	2	0	8	0	0
312	2	0	3	0	0	0
0	2	1	0	0	0	0
2	6	6	0	12	0	0
0	3	2	1	8	0	0
16	22	19	12	22	0	0
3	39	7	20	55	0	0
0	23	11	25	120	0	0
0	12	4	0	5	0	0
0	0	0	0	0	0	0
0	1	3	0	1	0	0
947	214	1167	561	0	0	0

CITY COUNCIL REPORT

Van Police Summary Report JUNE 2021

K-9 (Officer R. Bowles and Rudy) Update:

I have attached the Deployment and Training Reports generated by the PackTrack program utilized by the K9 Unit to their activities. The Van Police Department K9 Unit initiated a traffic stop on IH 20 on 06/16/21. As a result of the stop and roadside investigation, 3 males were arrested for felony possession of marijuana & THC, a handgun was seized. The vehicle and cash which was confiscated from the arrest(s) is in seizure proceedings.

The Police Department has appointed Officer Vickie Stofle to the Reserve Cadre. Officer Stofle has an extensive law enforcement background mainly investigations. Reserve Officers {Shadbolt, Duke, and Stofle} logged a total of 115.5 hours volunteering to serve the citizens of Van during June 2021.

Animal Calls: 15

Dogs – 12 (3 dog) to shelter

Cats - 3

Livestock - 0

One (3) citation was issued for City Ordinance violation “Animal at Large.”

One (2) citation was issued for No Rabies Vaccination.

The police department’s Face book page continues to be an asset for receiving and disseminating information to the public i.e., compliments for officers, public safety concerns, and public service announcements.

Deployment Summary

Randy Bowles and K9 Rudy, Van Police Department
June 1, 2021 to June 30, 2021

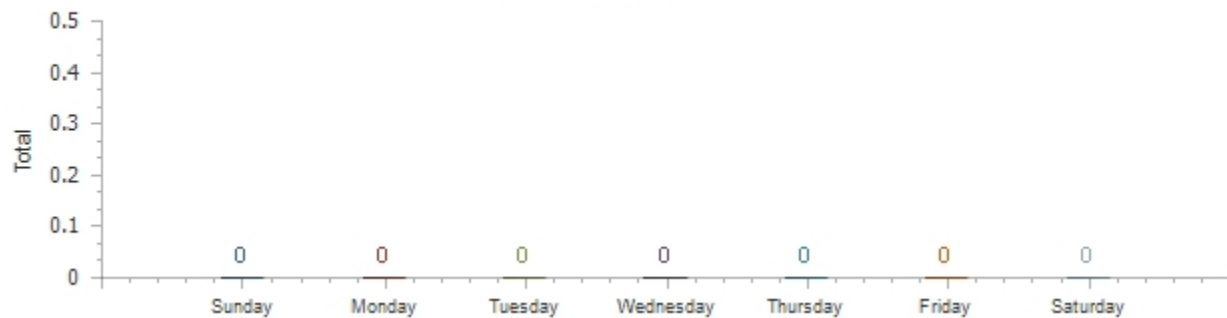
Overview

Total Deployments: 0

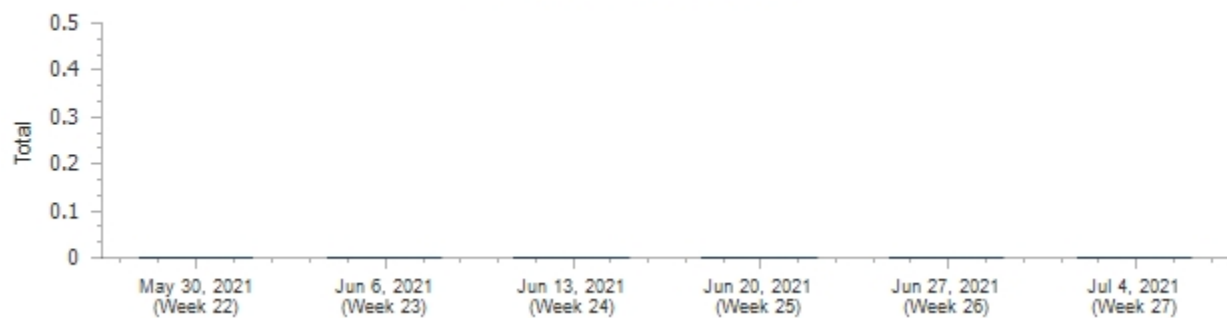
Detection Deployments: 0

Patrol Deployments: 0

Deployments By Day Of Week



Deployments By Week



Deployments By Month



Training Summary

Randy Bowles and K9 Rudy, Van Police Department
June 1, 2021 to June 30, 2021

Overview

Events Attended: 2

Detection Exercises: 1

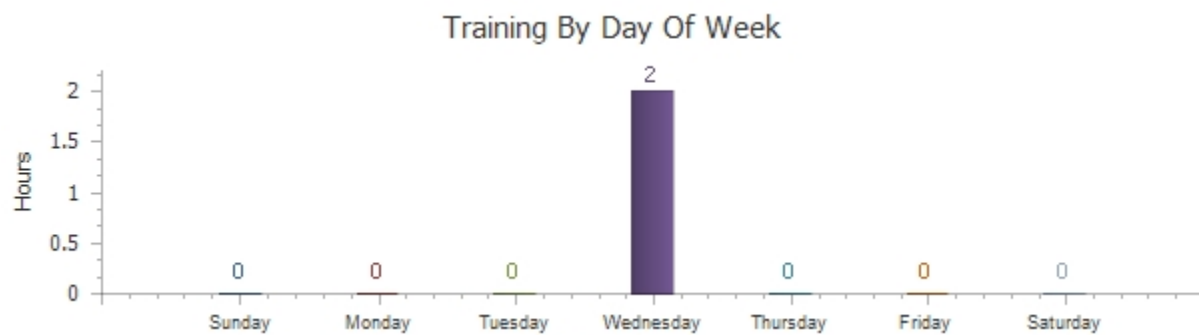
Classes Attended: 0

Total Training Time: 2.0 hours

Patrol Exercises: 1

Total Class Duration: 0.0 hours

Avg. Event Time: 1.0 hours



Training Summary

Randy Bowles and K9 Rudy, Van Police Department
June 1, 2021 to June 30, 2021

Patrol Exercise Types



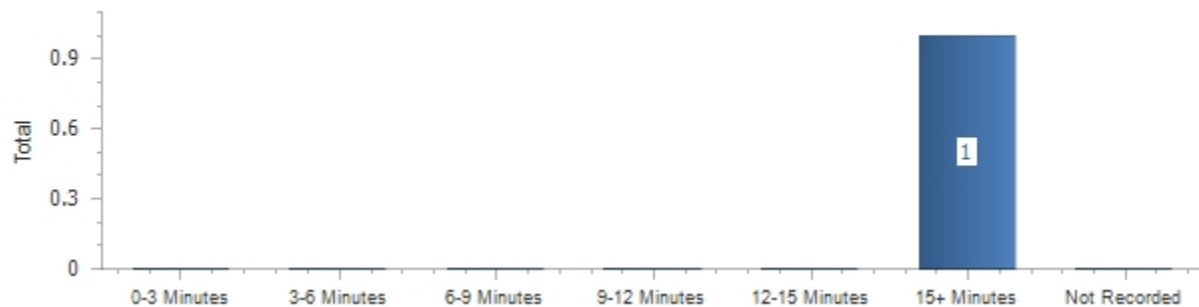
Controlled Negative Detection Exercises



Blind Detection Exercises

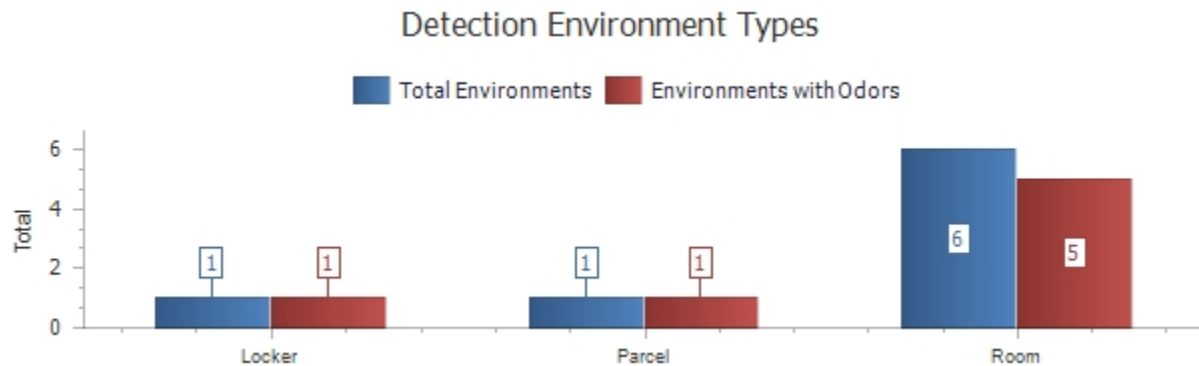


Detection Exercise Lengths

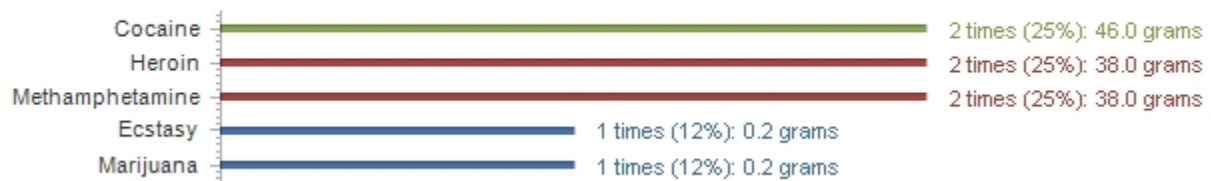


Training Summary

Randy Bowles and K9 Rudy, Van Police Department
June 1, 2021 to June 30, 2021



Drug Odors



Packaging Around Drugs

Plastic: 7 (87%) Paper: 1 (12%)





DATA SHEET
AGENDA ITEM NO. VI.A.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Public hearing on Zoning change request for application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas

Background:

Public hearing on Zoning change request for application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



DATA SHEET
AGENDA ITEM NO. VI.B.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Discussion concerning amending the current Task Order VAN.017 WWTP
Influent Lift Station

Background:

KSA Engineering has been working on improvement designs at the Wastewater Plant to allow more efficient operations and to accept flow from the southside of interstate - 20. They have requested that the current task order be amended to add for additional engineering and testing.

Financial Impact:

this would increase the current estimated cost by \$14,250 which would be paid out of our Capital Improvements Fund which is the Certificate of Obligation funding

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.

From: [Blake Bogenschutz](#)
To: [Charles West](#)
Cc: [Tracy Hicks](#)
Subject: VAN.017 Scope of Services Amendment
Date: Tuesday, June 15, 2021 9:41:05 AM
Attachments: [VAN.017 task order fully executed.pdf](#)

Charles,

We are getting ready to start the geotechnical investigation for the new lift station at the wastewater treatment plant and after receiving an updated proposal from our geotechnical subconsultant, it has come to our attention that it will be slightly more expensive than what we included in our engineering services task order. The task order includes an hourly and reimbursable payment of \$7,500.00 for geotechnical services and we are anticipating the cost to be around \$10,250.00.

In addition, our scope of services does not include construction materials testing to test the soils and concrete for the new bar screen structure. Because we are installing the mechanical bar screen in the new channel instead of trying to retrofit into the existing channel, we believe it would be in the best interest of the project to test the soils and concrete for the new structure to ensure the materials and construction methods meet specification prior to installing the mechanical bar screen. The anticipated cost for testing soils and concrete for the new bar screen channel/structure is \$11,500.00 (hourly and reimbursable – will only be charged what is used). This budget is meant to be conservative and includes some contingency in case additional tests are needed.

Attached is our original task order for your reference. If you are in agreement with the proposed amendment to our scope of services and engineering fee, we will process a task order amendment to increase our services as outlined and increase our engineering fee by \$14,250.00 (+2,750 for geotechnical services and +11,500 for construction materials testing).

Thanks and let us know if you have any questions.

Blake Bogenschutz | Senior Design Engineer
KSA | <https://link.edgepilot.com/s/760b18aa/6wyefY8wt0SLGtngiiJYgQ?u=http://www.ksaeng.com/>
Main: 903.581.8141 ext. 1315 | Fax: 888.224.9418 | Cell: 903.754.9962
bbogenschutz@ksaeng.com

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Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

TASK ORDER FORM

This is Task Order No. VAN.017,
consisting of 6 pages,
dated February 11, 2021.

KSA Project Number: VAN.017

Owner Project (or Purchase Order) Number:

Project Name: Wastewater Treatment Plant Headworks Improvements

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated October 19, 2016 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Owner: City of Van

B. Title: Wastewater Treatment Plant Headworks Improvements

C. Description: Provide professional services for the development of plans and specifications for the construction of a transfer influent lift station, a mechanical bar screen in the existing headworks structure, piping modifications, and electrical and controls. The estimated pre-agreement opinion of probable construction cost is \$941,395.00.

D. Number of Construction Contracts: 1

2. Services of Engineer

A. Provide the services in Exhibit A – Schedule of Engineer's Services as outlined below:

a. *Study and Report Phase:*

Not included.

b. *Preliminary Design Phase:*

Engineer shall provide the services outlined in Paragraph A1.02 of the Agreement.

c. *Final Design Phase:*

Engineer shall provide the services outlined in Paragraph A1.03 of the Agreement.

d. *Bidding or Negotiating Phase:*

Engineer shall provide the services outlined in Paragraph A1.04 of the Agreement.

e. *Construction Phase:*

Engineer shall provide the services outlined in Paragraph A1.05 of the Agreement.

f. *Commissioning Phase (or Operational Phase):*

Not included.

- B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

Included	Excluded		
☒	☒	a.	Design Survey
☒	☒	b.	Grant or Loan Application
☒	☒	c.	Storm Water Pollution Prevention Plan
☒	☒	d.	Environmental Assessment
☒	☒	e.	Environmental Information Document
☒	☒	f.	Resident Project Representative Services
☒	☒	g.	Construction Survey (Baselines and Benchmarks)
☒	☒	h.	Geotechnical Investigation
☒	☒	i.	Materials Testing
☒	☒	j.	Analytical Testing
☒	☒	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
☒	☒	l.	Easement or Boundary Surveys
☒	☒	m.	Easement or Boundary Descriptions
☒	☒	n.	Land Acquisition Services
☒	☒	o.	TxDOT Utility Installation Request Applications
☒	☒	p.	Operation and Maintenance Manual
☒	☒	q.	Other: Part-Time Project Representative
☒	☒	r.	Other:
☒	☒	s.	Other:
☒	☒	t.	Other:
☒	☒	u.	Other:
☒	☒	v.	Other:
☒	☒	w.	Other:

3. **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, except as modified by this Task Order.

4. **Times for Rendering Services**

Item	Calendar Days From Notice to Proceed
Notice to Proceed from Owner to KSA	0
Complete Preliminary Design Phase	75
Complete Final Design Phase	150
Complete Bidding Phase	180
Begin Construction	210
Complete Construction	360

Note:

Should review times exceed those identified above, the project schedule will be extended accordingly.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase (See Note Two)	Commissioning Phase	Total	Payment Method (See Note 1)
Design Basic Services		\$69,900.00	\$46,600.00	\$6,000.00			\$122,500.00	Lump Sum
Design Survey		\$6,900.00					\$6,900.00	
Construction Administration					\$32,500.00		\$32,500.00	
Part-Time Project Representative					\$52,000.00		\$52,000.00	
Subtotal	\$0.00	\$76,800.00	\$46,600.00	\$6,000.00	\$84,500.00	\$0.00	\$213,900.00	

Reimbursable Expenses		\$750.00	\$750.00	\$750.00	\$2,750.00		\$5,000.00	Hourly Rate and Reimbursable Expenses
Geotechnical Investigation			\$7,500.00				\$7,500.00	
Subtotal	\$0.00	\$750.00	\$8,250.00	\$750.00	\$2,750.00	\$0.00	\$12,500.00	
Total	\$0.00	\$77,550.00	\$54,850.00	\$6,750.00	\$87,250.00	\$0.00	\$226,400.00	

Notes:

¹ Payment Method: Fees shown for services to be provided on the basis of Hourly Rates and Reimbursable Expenses as shown in Par. 6 of this Task Order are estimated only and are not considered lump sum or not-to-exceed values.

² Construction Phase Basic Service assumes a construction period of 150 consecutive calendar days. ENGINEER's work on this phase beyond the construction period will be billed at hourly rates.

6. Hourly Rates and Reimbursable Expenses Schedule

Rates for hourly work and reimbursable expenses effective on the date of this Agreement are:

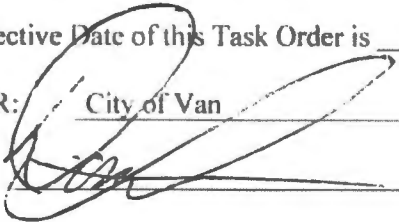
Principal	\$260.00/hour
Senior Environmental Planner	\$215.00/hour
Environmental Planner	\$170.00/hour
Senior Aviation Planner	\$220.00/hour
Aviation Planner	\$168.00/hour
Senior Urban Design Planner	\$215.00/hour
Urban Design Planner	\$185.00/hour
Development Services Manager	\$195.00/hour
Electrical Engineer	\$230.00/hour
Mechanical Engineer	\$175.00/hour
Senior Project Manager	\$205.00/hour
Project Manager	\$175.00/hour
Senior Project Engineer	\$165.00/hour
Project Engineer	\$135.00/hour
Senior Design Engineer	\$120.00/hour
Design Engineer	\$110.00/hour
Senior Project Architect	\$190.00/hour
Project Architect	\$140.00/hour
Design Architect	\$100.00/hour
GIS Specialist	\$140.00/hour
Senior Engineering Technician	\$180.00/hour
Engineering Technician	\$100.00/hour
Senior Design Technician	\$120.00/hour
Design Technician	\$ 85.00/hour
Safety Manager	\$130.00/hour
Safety Specialist	\$ 95.00/hour
TCEQ Instructor	\$ 95.00/hour
Regulation Compliance Specialist	\$ 90.00/hour
Project Assistant	\$ 85.00/hour
Senior CAD Technician	\$ 85.00/hour
CAD Technician	\$ 75.00/hour
Senior Project Representative	\$100.00/hour
Senior Project Representative - After Hours	\$120.00/hour
Project Representative	\$ 90.00/hour
Project Representative - After Hours	\$110.00/hour
Graphic Designer	\$ 70.00/hour
Administrative Assistant	\$ 75.00/hour
Secretary	\$ 55.00/hour
Three-Man Survey Crew	\$185.00/hour
Two-Man Survey Crew	\$155.00/hour
Senior Registered Surveyor	\$160.00/hour
Registered Surveyor	\$130.00/hour
Senior Survey Technician	\$110.00/hour
Survey Technician	\$ 95.00/hour
Mileage	\$ 0.58/mile
ATV (4-Wheeler)	\$100.00/day
GPS	\$100.00/day
Reimbursable Expenses (Travel, Lodging, Copies, Printing)	Actual Cost
Outside Consultants	Cost + 15%

NOTE: The Standard Hourly Rates and Reimbursable Expenses Schedule shall be adjusted annually as of January to reflect equitable changes in the compensation payable to Engineer.

7. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is February 11, 2021

OWNER: City of Van

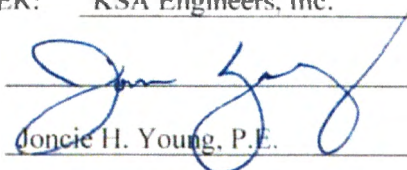
By: 

Name: Don Smith

Title: Mayor

Date Signed: 2/11/2021

ENGINEER: KSA Engineers, Inc.

By: 

Name: Joncie H. Young, P.E.

Title: Director of Client Services

Date Signed: 2/8/2021

Engineer License or Firm's
Certificate No. F-1356

State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Charles West

Title: City Administrator

Address: P.O. Box 487
Van, TX 75679-0487

E-Mail Address: cwest@vantx.gov

Phone: 903.963.7216

Fax: 903.963.5643

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Walter F. Hicks, III, P.E.

Title: Vice President

Address: 6781 Oak Hill Blvd
Tyler, TX 75704

E-Mail Address: thicks@ksaeng.com

Phone: 903.581.8141

Fax: 888.224.9418

Amendment To Task Order No. VAN.017

1. Background Data:

- a. Effective Date of Task Order Agreement: February 11, 2021
- b. Owner: City of Van
- c. Engineer: KSA Engineers, Inc.
- d. Specific Project: Wastewater Treatment Plant Headworks Improvements

2. Description of Modifications

- a. Engineer shall perform the following Additional Services: Construction materials testing for testing soils and concrete for the new headworks structure meachnical bar screen channel.
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: Geotechnical investigation will be increased to investigate soils deep enough to design foundation for new lift station.
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: N/A.
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional compensation: Construction Materials Testing - \$11,500.00 (hourly and reimbursable). Additional Geotechnical Investigation - 2,750.00 (hourly and reimbursable).
- e. The schedule for rendering services under this Task Order is modified as follows: N/A.
- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: N/A.

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$ 226,400.00
- b. Net change for prior amendments: \$ 0.00
- c. This amendment amount: \$ 14,250.00
- d. Adjusted Task Order amount: \$ 240,650.00

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER: City of Van

ENGINEER: KSA Engineers, Inc.

By: _____

By: _____

Name: Charles West

Name: Joncie H. Young, P.E.

Title: City Administrator

Title: Director of Client Services

Date Signed: _____

Date Signed: June 21, 2021



**DATA SHEET
AGENDA ITEM NO. VI.C.**

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Discussion concerning American Rescue Plan Act Procurement

Background:

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.

From: [Linda Atkinson-Petree](#)
To: [Charles West](#)
Cc: [Mark Taylor](#)
Subject: City of Van American Rescue Plan Act Procurement
Date: Monday, June 28, 2021 10:19:49 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[ARP Act - Admin Public Notice - City of Van.docx](#)
[ARP Act - RFP Admin Packet - City of Van.docx](#)
[ARP Act - RFP Procurement Instructions.docx](#)

Good morning, Charles,

It's great to hear the City is interested in going out for procurement for the American Rescue Plan (ARP) Act of 2021. I'm happy to help you get started with the procurement process. I worked up a procurement timeline below with the plan of awarding at your City Council meeting on August 12, 2021. Additionally, please find attached sample procurement documents as well as outlined steps below. Please feel free to give me a call at any time if you have questions or need additional information.

Date	Time or N/A	Description
7/13/2021	Tues. by 5pm	Send Public Notice of procurement Ad to newspaper
7/18/2021	Sun.	Ad appears in newspaper
7/19/2021	Mon.	RFPs are emailed to Grant Administration Firms
8/3/2021	Tues. @ 3pm	Deadline for City to receive Proposals
?		Selection Committee meets to score proposals (or pick up their copy and return score sheet by___?)
8/12/2021	Thur. @ 7pm	City Council meets and selection committee makes recommendation to council and council awards

Step 1: Send Public Notice to the Newspaper

- By 5pm on Tuesday, July 13th, send the attached public notice to the newspaper and ask that the ad run on Sunday, July 18th.

Step 2: Confirm Ad Published

- On Monday, July 19th, confirm the ad published.

Step 3: Email RFP Packet

- On Monday, July 19th, email the RFP packet to grant administrators.
- Select the grant administrators you'd like to directly solicit. The lists to choose from can be found here:
 - [TDA Website](#) – select from the 2020 Pre-Qualified Administrative Services for TxCDBG
 - [ARCIT Website](#) – scroll down and click on the “Administrative & Engineering Firms Listing” link
- Five grant administrators are required but we suggest sending to 7 just in case one or two bounce back as undeliverable.
- Blind carbon copy (Bcc:) the email addresses for the grant administrators and ***please be sure to turn on read/delivery receipts before sending.***
- The RFP packet is attached. Please be sure to save the packet to your computer then attach the saved packet to the email.

Step 4: Email Public Notice to Small Business Development Centers & Minority and Women Business Enterprises

- On Monday, July 19th, email the attached public notice to the email addresses listed below. ***Please be sure to turn on read/delivery receipts before sending.***
 - Tyler SBDC – kboo@tjc.edu
 - TVCC – mellsberry@tvcc.edu
 - MWBE – bids@wbea-texas.org
 - Women's Business Center – wbc@wbea-texas.org

As you're reviewing the attached documents and the steps provided, please let me know if you have any questions.

Thank you,

LINDA ATKINSON-PETTEE | CONTRACT COMPLIANCE SPECIALIST | TRAYLOR & ASSOCIATES, INC.

P.O. Box 7035 | Tyler, Texas 75711

Voice 903.581.0500, extension 229 | Fax 903.581.4245 | Direct Line 903.385.4970

linda.ap@grtraylor.com

<https://link.edgepilot.com/s/4e010706/w6uQ7eidbEWm3ule-H0PQg?u=https://www.grtraylor.com/>



Always working for your community...ALWAYS

SERVING THE CITIES AND COUNTIES OF TEXAS SINCE 1974

Follow Us on :



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Links contained in this email have been replaced. If you click on a link in the email above, the link will be analyzed for known threats. If a known threat is found, you will not be able to proceed to the destination. If suspicious content is detected, you will see a warning.

RUN IN CLASSIFIEDS AS A STANDARD PUBLIC NOTICE
ONE TIME ONLY
July 18, 2021

Questions? Contact Charles West at 903-963-7216

AD STARTS HERE

REQUEST FOR PROPOSALS
City of Van

The City of Van has received an allocation from the American Rescue Plan (ARP) Act program from the U. S. Department of Treasury and is soliciting proposals to provide administration services for the ARP Act eligible projects. Proposals must be received no later than 3:00 p.m. on Tuesday, August 3, 2021. Please electronically submit your proposal in .pdf format via email to cwest@vantexas.org and three (3) hard copies of your proposal to Charles West, City Administer, 113 West Main (Physical), P.O. Box 487 (Mailing), Van, TX 75790. It is the responsibility of the submitting firm to ensure that the proposal is received in a timely manner. The City reserves the right to negotiate with any and all individuals or firms that submit proposals and may award one or more contracts to one or more service provider(s). Section 3 Residents and Business Concerns, Minority Business Enterprises, Small Business Enterprises and Women Business Enterprises, and Labor Surplus Area firms are encouraged to submit proposals. The City of Van is an Affirmative Action/Equal Opportunity Employer. Servicios de traducción están disponibles por petición.

AD ENDS HERE

PRINT IN CLASSIFIEDS AS A STANDARD PUBLIC NOTICE

Run Date	Sunday, July 18, 2021
Newspaper	Van Zandt News
Billing to	City of Van P.O. Box 487 Van, TX 75790
Questions call	Charles West – 903-963-7216
Due at Paper	Tuesday by 5pm

Request for Proposal (RFP) for Administration Professional Services - Cover Letter

July 19, 2021

Re: American Rescue Plan Act (ARP Act)

Dear Service Providers:

Attached is a copy of the City's Request for Proposals ("RFP") for *professional administration services*. These services are being solicited to assist the City of Van in project selection and administration of program(s) funded by the American Rescue Plan (ARP) Act. The City of Van is expecting a total of \$597,644.67 from the U.S. Treasury as allocated in the American Rescue Plan Act, Title IX: Subtitle M: Sec 603 and is considering allocating a portion of the funds toward local infrastructure needs. Program Administration services for those infrastructure projects and other eligible ARP funded programs will remain within this scope of this procurement. If infrastructure projects are deemed feasible, engineering services will be solicited separately in a future Request for Qualifications (RFQ).

This RFP also covers the provision of professional administration services for programs that may be funded with ARP funds distributed by the State. The selected Service Provider *will* assist the City in the required administrative responsibilities, which might include project selection, as well as compliance, reporting, and close-out.

Service providers may submit proposals for any or all activities listed in the attached Scope of Work. Multiple contracts may be awarded as a result of this solicitation. The City will, in its sole discretion, determine the number of contracts awarded, and may decide not to award any contracts.

The submission requirements for your proposal are included in the attached RFP. Please submit a proposal of services and statement of qualifications to:

Charles West, City Administrator

113 West Main (Physical)

P.O. Box 487 (Mailing)

Van, TX 75790

cwest@vantexas.org

The deadline for submission of proposals is 3:00 p.m. on Tuesday, August 3, 2021. It is the responsibility of the submitting entity to ensure that the proposal is received in a timely manner. Proposals received after the deadline will not be considered for award, regardless of whether or not the delay was outside the control of the submitting provider. The City of Van reserves the right to negotiate with any and all service providers submitting timely proposals.

The City of Van is an Affirmative Action/Equal Opportunity Employer. Section 3 Residents, Minority Business Enterprises, Small Business Enterprises, Women Business Enterprises, Labor Surplus Area firms and any other applicable disadvantaged businesses including HUBs are encouraged to submit proposals.

Sincerely,

Charles West, City Administrator

RFP for Administration Professional Services

The City of Van is seeking a well-qualified administration/activity management and delivery service provider(s) (Provider) to assist the City in the overall administration or implementation of the proposed ARP Act program(s). The following outlines the RFP:

1. Project Description

Administration Services

A detailed Scope of Work ("SOW") for ARP Act administration services is provided in this packet. Please refer to the United States Department of the Treasury (USDT) website for the FAQs and Fact Sheet at:

<https://home.treasury.gov/system/files/136/SLFRP-Fact-Sheet-FINAL1-508A.pdf> and

<https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>

for additional information regarding the ARP Act. The administration service provider to be hired will provide project selection and contract-related management services, including but not limited to the following areas:

Project Selection

Provider will assist in developing project scope(s) and complete the required ARP Act documentation. The Provider will work with the local government and Engineer, if applicable, to evaluate potential projects that provide desired benefits and are compliant with any eligibility criteria as established by the US Treasury Department.

As currently defined by US Treasury guidance, selected Projects must use the allocated funds in one of the following ways:

- A. to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- B. to respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers of the metropolitan city, non-entitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;
- C. for the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government, or county due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of local government, or county prior to the emergency; or
- D. to make necessary investments in water, sewer, or broadband infrastructure.

Implementation Services

Provider will administer and provide activity delivery of infrastructure and other eligible projects approved for ARP Act funding. The selected service provider must follow all compliance and regulatory requirements of the ARP Act program(s), including 2 CFR §200.101. A description of the tasks to be performed are included in the Scope of Work below.

2. Statement of Qualifications

The City is seeking qualified professional administration service providers experienced in program administration/activity delivery. Please provide the following as it relates to your qualifications:

Experience of the Firm:

- Provide introductory statement for the firm, including:
 - Form of business (corporation, limited partnership, or limited liability company, indicate the state of formation and current standing with the Secretary of State)
 - Name of contact person (single point of contact with Respondent)
 - List of criminal charges, civil lawsuits, or dispute resolutions to which Respondent is a part in the past five (5) years and the nature of the issue. Indicated if and how it was resolved
- A brief history of the service provider and any teaming partners/subcontractors, including general background, knowledge of and experience working with Federal agencies and programs
- Related recent experience in securing and managing federally-funded local projects, both infrastructure construction and service projects

Prior Work Performance References:

- A description of work performance and experience with the U.S. Treasury, CARES Act, CDBG, CDBG Disaster Recovery, FEMA Hazard Mitigation or similar construction and service projects
- Provide at least three project references including contact information (entity, name, title, email, and phone) from local government clients (must be within the last 3 years)
- Provide information describing the relevancy of the referenced projects for both similar construction and service projects for the references provided above as well as other pertinent projects

Capacity to Perform:

- Provide description of your understanding of the project scope
- Describe which specific parts of the Scope of Work the service provider proposes to perform
- Provide an organizational chart describing management and staffing for this program, including names, roles, and level of commitment
- Staff should include, but are not limited to: Project Principal, Program Manager, Project/Grant Manager, Subject Matter Expert(s), and others you determine necessary to complete the scope of work
- Describe the capacity to perform the chosen Scope of Work activities and provide resumes of all employees who may be assigned to provide services if your firm is selected
- On each resume identify the firm employing each staff member and identify any conditional/proposed hires
- Describe your current and projected workloads
- Provide description of your proposed approach/strategy to provide and perform the requested services
- A statement substantiating the resources of the service provider and the ability to carry out the scope of work requested within the proposed timeline
- Provide current fiscal year-end and year-to-date financial statements including profit and loss

3. Proposed Cost of Services

Provide your cost proposal to accomplish the Scope of Work by activity or to accomplish the entire Scope of Work as outlined below. This cost proposal shall reflect all services provided to manage programs and/or provide services for the four eligible activities under Subtitle M Sec 603(c)(1) of the ARP Act (Direct Allocation). Regarding potential funding from the ARP Act other than the Direct Allocation, the City will negotiate scope and pricing with the awarded vendor as those initiatives are identified.

The local government will consider dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises. As such, Proposers may specify any maximum limit to the total dollar value of program funds they are able and willing to manage. Service providers may submit proposals for any or all activities. Preference will be given to firm fixed pricing. The proposal must include all costs that are necessary to successfully complete these activities. The lowest/best price proposal will not be used as the sole basis for entering into this contract; rather, an award will be made to the service provider(s) providing the best value, cost and other factors considered. The local government reserves the right to negotiate pricing.

Upon the award of this contract, profit (either percent/actual cost) must be identified and negotiated as a separate element of the price for any contract in excess of \$50,000.00.

4. Evaluation Criteria - The proposal received will be evaluated and ranked according to the following criteria and using the rating sheet enclosed:

<u>Criteria</u>	<u>Maximum Points</u>
Experience of the Firm	30
Prior Work Performance	20
Capacity to Perform	30
Proposed Cost	20
Total	100

5. Submission Requirements

- A copy of your current **certificate of insurance** for professional liability.
- **Statement of Conflicts of Interest** (if any) the service provider or key employees may have regarding these services, and a plan for mitigating the conflict(s). Note that City may in its sole discretion determine whether or not a conflict disqualifies a firm, and/or whether or not a conflict mitigation plan is acceptable.
- **System for Award Management.** Service Providers should have a current registration in the System for Award Management (<https://www.sam.gov/SAM/>). Service provider and its Principals may not be debarred or suspended nor otherwise on the Excluded Parties List System (EPLS) in the System for Award Management (SAM). Include verification that the service provider as well as its principals are not listed (are not debarred) through the System for Award Management (www.SAM.gov). Enclose a printout of the search results that includes the record date. This clearance information should be included in the service provider's Proposal. The clearance in the Service Provider's proposal must be re-verified prior to award. Federal awarding agencies may relax the timing of the requirement for active SAM registration at time of allocation in order to expeditiously issue funding. At the time of award, the requirements of 2 CFR § 200.206, Federal awarding agency review of risk posed by recipients, continue to apply. Current registrants in SAM with active registrations expiring between April 1, 2021 and September 30, 2021 will automatically be afforded a one-time extension of 180 days. (2 CFR § 25.110).
- **Form CIQ**, (enclosed). Texas Local Government Code chapter 176 requires that any vendor or person who enters or seeks to enter into a contract with a local government entity disclose in the Questionnaire Form CIQ the vendor or person's employment, affiliation, business relationship, family relationship or provision of gifts that might cause a conflict of interest with a local government entity. Questionnaire form CIQ is included in the RFP and must be submitted with the response. **Certification Regarding Lobbying** (enclosed). Certification for Contracts, Grants, Loans, and Cooperative Agreements is included in the RFP and must be submitted with the response.
- **Form 1295**, (enclosed). Effective January 1, 2018, all contracts and contract amendments, extensions, or renewals executed by the Commissioners Court will require the completion of Form 1295 "Certificate of Interested Parties" pursuant to Government Code § 2252.908. Form 1295 must be completed by the awarded vendor at time of signed contract submission. Form 1295 is included in this RFP for your information. Form 1295 requires the inclusion of an "unsworn declaration" which includes, among other things, the date of birth and address of the authorized representative signing the form.
- **Required Contract Provisions.** Applicable provisions (enclosed) must be included in all contracts executed as a result of this RFP.

6. Contracting with HUB, small and minority businesses, women's business enterprises, and labor surplus area firms.

If the awarded vendor (prime) uses subcontractors, it must take all necessary affirmative steps to assure that small and minority businesses, women's business enterprises, and labor surplus area firms are used. The following affirmative steps are required of the prime contractor:

- 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- 2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- 3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

- 5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration (SBA) and the Minority Business Development Agency (MBDA) of the Department of Commerce.
- 6) The Prime Vendor should utilize the MBDA Center that is in the closest proximity to locality. Email your RFP to the appropriate center.

Minority-owned businesses may be eligible for contract procurement assistance with public and private sector entities from MBDA centers:

Dallas MBDA Business Center
 8828 N. Stemmons Freeway, Ste. 550B
 Dallas, TX 75247
 214-920-2436
 Website: <https://www.mbdadfw.com>
 Email: admin1@mbdadallas.com

Houston MBDA Business Center
 3100 Main Street, Ste. 701
 Houston, TX 77002
 713-718-8974
 Website: <https://www.mbda.gov/business-center/houston-mbda-business-center>
 Email: MBDA@hccs.edu

El Paso MBDA Business Center
 2401 East Missouri Avenue
 El Paso, TX 79903
 915-351-6232
 Website: <https://www.mbda.gov/business-center/el-paso-mbda-business-center>
 Email: treed@ephcc.org

San Antonio MBDA Business Center
 501 W. Cesar E. Chavez Blvd., Ste. 3.324B
 San Antonio, TX 78207
 210-458-2480
 Website: <https://www.mbda.gov/business-center/san-antonio-mbda-business-center>
 Email: orestes.hubbard@utsa.edu

Small and woman-owned businesses may be eligible for assistance from SBA Women's Business Centers:

Dallas Fort Worth WBC
 7800 N. Stemmons Fwy., Ste. 120
 Dallas, TX 75247
 214-572-9452
 Website: <https://womensbusinesscenterdfw.com/>
 Email: wbcdfw@liftfund.com

WBEA – Women's Business Center
 9800 Northwest Freeway, Ste. 120
 Houston, TX 77092
 713-681-9232
 Website: <https://www.wbea-texas.org/womens-business-center>
 Email: wbc@wbea-texas.org

LiftFund Women's Business Center
 600 Soledad St.
 San Antonio, TX 78205
 888-215-2373 ext. 3000
 Website: <https://womensbusinesscentersa.com/>
 Email: wbc@liftfund.com

SBA also provides assistance at Small Business Development Centers located across Texas:
<https://americassbdc.org/small-business-consulting-and-training/find-your-sbdc/>

7. Deadline for Submission – Proposals must be received no later than 3:00 p.m. on Tuesday, August 3, 2021. It is the responsibility of the submitting entity to ensure that the proposal is received in a timely manner. Proposals received after the deadline will not be considered for award, regardless of whether or not the delay was outside the control of the submitting firm. Please electronically submit your proposal in .pdf format via email to cwest@vantexas.org and submit three (3) hard copies of your proposal to the following address:

Charles West, City Administrator
113 West Main (Physical)
P.O. Box 487 (Mailing)
Van, TX 75790
cwest@vantexas.org

Any questions or requests for clarification must be submitted in writing via EMAIL to the address above at least 3 business days prior to the deadline. City may, if appropriate, circulate the question and answer to all service providers submitted proposals.

Required RFP Forms as provided in the RFP must be submitted, or the proposal shall be considered non-responsive.

SCOPE OF WORK

Administration Services

The Contractor shall provide the following scope of services:

SCOPE OF SERVICES REQUESTED

Providers will help the City fulfill State and Federal ARP Act statutory responsibilities related to recovery from COVID-19. Providers will assist the City in completion of ARP Act program(s). Respondents may be qualified to provide Program Administration services for one or more programs or services (environmental, acquisition, general administration, etc.) Program administrative services must be performed in compliance with the guidance provided by the US Treasury.

DESCRIPTION OF SERVICES AND SPECIAL CONDITIONS

Respondents must be able to perform the tasks listed herein to be considered eligible for an award under this Solicitation. Respondents should provide a detailed narrative of their experience as it relates to each of the items below. Respondents should clearly indicate if they intend to provide services in-house with existing staff or through subcontracting or partnership arrangements. Program Administration Services will be provided in conformance with the guidance documents utilizing forms provided by the US Treasury or other designated agencies, if applicable. The Providers shall furnish pre-funding and post-funding program administrative services to complete the ARP Act projects, including, but not limited to the following:

Program Administration Services

- a) General Administrative Duties:
 - i. Monitor program compliance including all ARP Act requirements.
 - ii. Assist in establishing and maintaining financial processes.
 - iii. Obtain and maintain copies of the most current program agreement, if such exists, including all related change requests, revisions and attachments.
 - iv. Establish and maintain record keeping systems.
 - v. Implementation and coordination of Affirmatively Furthering Fair Housing ("AFFH") requirements (if required).
 - vi. Implementation and coordination of Section 504 requirements (if required)
 - vii. Assist with resolving monitoring and audit findings.
 - viii. Serve as monitoring liaison.
 - ix. Assist with resolving third party claims.
 - x. Report suspected fraud.
 - xi. Submit timely responses to requests for additional information.
 - xii. Assist with the system of record, documentation, reports, change requests, progress of projects, etc.
 - xiii. Coordinate, as necessary, between recipient and any other appropriate service providers (i.e. Engineer, Environmental, etc.), contractor, subcontractor and other state/federal agencies to effectuate the services requested.
 - xiv. May assist in public hearings, if required
 - xv. Provide project status updates
- b) Procurement
 - i. Assist with procurements as necessary for program implementation
 - ii. Monitor compliance with procurement regulations and policies per 2 CFR 200
- c) Financial Duties:
 - i. Prepare required reports for submission.
 - ii. Provide guidance in establishing a bank account for program funds.
 - iii. Provide guidance on Program compliance.
 - iv. Assist with developing fraud prevention and abuse practices
 - v. Prepare for submission closeout documents
 - vi. Assist in preparation of contract revisions and supporting documents including but not limited to:
 - Amendments/modifications
 - xi. Assist with other administrative duties required to deliver the project
- d) Projects with Beneficiaries including Households, Non-profits, Businesses, and Industries:
 - i. Identify the need for this program.
 - ii. Project planning, design, and startup
 - Assist recipient with procuring necessary vendors as needed.
 - iii. Intake meetings

- Advertise, schedule, and conduct intake with interested potential beneficiaries. During intake meetings case managers will collect all available documentation necessary to determine eligibility.
 - iv. Eligibility verification
 - Management staff will review all intake documentation and verify eligibility.
 - If applicable, verify duplicative benefits (DOB) and calculate eligible receipts.
 - Maintain recipient data in a secure system and comply with all record-keeping requirements.
 - v. Assistance package generation and approval
 - vi. Review change requests and all required documentation related to any change requests.
 - vii. Final Documentation of recipients
 - File, audit, and closeout
 - Complete final audit to ensure all procedures were properly followed.
- e) Premium Pay to Eligible Workers and Eligible Employers
 - i. Identify the need for this program
 - ii. Project planning, design, and startup
 - iii. Advertise, schedule, and conduct intake with interested potential eligible employers.
 - During intake meetings case managers will collect all available documentation necessary to determine eligibility.
 - iv. Eligibility verification
 - Management staff will review all intake documentation and verify eligibility.
 - If applicable, verify duplicative benefits (DOB).
 - Maintain recipient data in a secure system and comply with all record-keeping requirements.
 - v. Assistance package generation and approval
 - vi. Review change requests and all required documentation related to any change requests.
 - vii. Final Documentation of recipients
 - File, audit, and closeout
 - Complete final audit to ensure all procedures were properly followed.
- f) Reconciliation of Revenue Reductions
 - i. Identify the need for this program
 - ii. Project planning, design, and startup
 - iii. Calculate revenue loss in accordance with Department of Treasury guidance
 - iv. Review change requests and all required documentation related to any change requests
 - v. Final Documentation of recipients
 - File, audit, and closeout
 - Complete final audit to ensure all procedures were properly followed
- g) Necessary Water, Sewer, or Broadband Infrastructure
 - i. Identify the need for this program
 - ii. Project planning, design, and startup
 - Assist the recipient in submitting/setting up project(s)
 - iii. Assist with developing contract/bid packages that meet ARP program requirements
 - iv. Assist with monitoring and reporting contractor's performance
 - v. Receive, review, recommend, and process any change orders as appropriate to the individual projects
 - vi. Assist the recipient with vendor Draws/Close Out
 - vii. Compile and review for completeness contract/closeout packages that meet ARP program requirements
 - viii. Labor Standards duties (as required):
 - Provide all Labor Standards Officer (LSO) Services.
 - Monitor compliance with all relevant labor standards regulations.
 - Maintain document files to support compliance.
 - ix. Environmental Services
 - Review each project description to ascertain and/or verify the level of environmental review requirements.
 - Prepare, complete and submit required forms for environmental review and provide all documentation to support environmental findings;
 - Consult and coordinate with oversight/regulatory agencies to facilitate environmental clearance;
 - Reporting
 - x. Acquisition Duties:
 - Submit acquisition reports and related documents.
 - Establish acquisition files (if necessary).
 - Complete acquisition activities (if necessary).

COST OF SERVICES

The Responder should enter pricing which includes all costs, expense, and materials needed to perform the services in accordance with this RFP. Pricing for ARP funded projects other than Subtitle M Sec 603 projects will be determined with the awarded vendor once projects are identified.

LUMP SUM PRICE: \$_____

If your pricing is only for a specific activity(ies) in this scope, please indicate the service(s) with your pricing. Respondents proposing to offer specific services are limited to environmental services and will be scored only on that service.

SPECIFIC SERVICE DESCRIPTION: _____.

PRICE: \$_____

Administration Professional Services Rating Sheet

ARP Act

Respondent: _____

Final Score

Evaluator's Name: _____

Date of
Evaluation

Respondent will be scored by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from the submitted proposal and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental) will be scored only on those services.

Experience of the Proposing Firm

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Related Firm Experience / Background with federally funded projects	10	
2	Related Firm Experience/ Background with specific services:		
a	Administrative, construction management	5	
b	Administrative, non-construction management	5	
c	Procurement of other services & construction	5	
d	Financial Duties	5	
	Subtotal, Experience	30	

Prior Work Performance References

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Related Work Performance	10	
2	References Provided for prior work	10	
	Subtotal, Performance / References	20	

Capacity to Perform

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Demonstrated understanding of scope of the ARP Act Project(s), as appropriate	5	
2	Qualifications / Experience of Proposed Staff		
a	Resumes appropriate to services required	5	
b	Organizational Chart	5	
3	Approach/Strategy to implement services/projects	5	
4	Current and Projected Workloads	5	
5	Financial Capacity	5	
	Subtotal, Capacity to Perform	30	

Proposed Cost

<u>Method to Evaluate Proposed Cost</u>			
"A" = The lowest priced proposal of all qualified respondents			
"B" = Respondents Proposed Price			
	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Use values A and B above, in the equation below (A ÷ B) X 20	20	

Total Score

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
	Experience	30	
	Prior Work Performance / References	20	
	Capacity to Perform	30	
	Proposed Cost	20	
	Total Score	100	

Insert Certificate of Insurance

**Insert System for Award Management (SAM) record search for
company name and company principal**

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

Certification Regarding Lobbying

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief, that:

(a) 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.

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an 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.

(c) The undersigned shall require that the language paragraph 1 and 2 of this anti-lobbying 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 recipients 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. § 1352 (as amended by the Lobbying Disclosure Act of 1995).

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Signature of Contractor's Authorized Official

Printed Name and Title of Contractor's Authorized Official

Date

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an 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 a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below the agency name, if known. For example, the Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitations for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Included prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503
Approved by OMB

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

(See reverse for public burden disclosure)

Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	Status of Federal Action: _____ a. bid/offer/application b. initial award c. post-award	Report Type: _____ a. initial filing b. material change
Name and Address of Reporting Entity: _____ Prime _____ Subawardee Tier _____, if Known:		If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:
Congressional District, if known:		Congressional District, if known:
Federal Department/Agency:		7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> : _____
Federal Action Number, if known:		9. Award Amount, if known: \$
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>		b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____
Federal Use Only		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

(To be completed by awarded vendor)

CERTIFICATE OF INTERESTED PARTIES		FORM 1295	
Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.		OFFICE USE ONLY	
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.			
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.			
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.			
4		Nature of Interest (check applicable)	
Name of Interested Party	City, State, Country (place of business)	Controlling	Intermediary
5 Check only if there is NO interested Party. ☐			
6 UNSWORN DECLARATION			
My name is _____, and my date of birth is _____.			
My address _____ (street) (city) (state) (zip code) (country)			
I declare under penalty of perjury that the foregoing is true and correct.			
Executed in _____ County, State of _____, on the _____ day of _____, 20____. (month) (year)			
_____ Signature of authorized agent of contracting business entity (Declarant)			
ADD ADDITIONAL PAGES AS NECESSARY			

CONTRACT PROVISIONS

The non-Federal entity's contracts should contain applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. The non-Federal entity's contracts may contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. ***Language as of May 21, 2021.**

All Contracts

THRESHOLD	PROVISION	CITATION
>\$250,000 (Simplified Acquisition Threshold)	Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.	2 CFR 200 APPENDIX II (A)
>\$10,000	All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.	2 CFR 200 APPENDIX II (B)
None	Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” 41 CFR 60-1.4 Equal opportunity clause. (b) Federally assisted construction contracts. (1) Except as otherwise provided, each administering agency shall require the inclusion of the following language as a condition of any grant, contract, loan, insurance, or guarantee involving federally assisted construction which is not exempt from the requirements of the equal opportunity clause: The [recipient] hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the regulations of the Secretary of Labor at 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee, or undertaken pursuant to any Federal program involving such grant, contract, loan, insurance, or guarantee, the following equal opportunity clause: During the performance of this contract, the contractor agrees as follows: (1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and	2 CFR 200 APPENDIX II (C) and 41 CFR §60-1.4(b)

	selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. (2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin. (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information. (4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. (5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor. (6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders. (7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law. (8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:	
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	Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States. The [recipient] further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the [recipient] so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract. The [recipient] agrees that it will assist and cooperate actively with the administering agency and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations, and relevant orders of the Secretary of Labor, that it will furnish the administering agency and the Secretary of Labor such information as they may require for the supervision of such compliance, and that it will otherwise assist the administering agency in the discharge of the agency's primary responsibility for securing compliance. The [recipient] further agrees that it will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the administering agency or the Secretary of Labor pursuant to Part II, Subpart D of the Executive Order. In addition, the [recipient] agrees that if it fails or refuses to comply with these undertakings, the administering agency may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the [recipient] under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such [recipient]; and refer the case to the Department of Justice for appropriate legal proceedings.	
>\$2,000	Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give	2 CFR 200 APPENDIX II (D)

	up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.	
>\$100,000	Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.	2 CFR 200 APPENDIX II (E)
None	Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or recipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.	2 CFR 200 APPENDIX II (F)
>\$150,000	Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).	2 CFR 200 APPENDIX II (G)
None	Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.	2 CFR 200 APPENDIX II (H)
>\$100,000	Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.	2 CFR 200 APPENDIX II (I) and 24 CFR §570.303
	See 2 CFR §200.323.	2 CFR 200 APPENDIX II (J)
	See 2 CFR §200.316.	2 CFR 200

		APPENDIX II (K)
	See 2 CFR §200.322.	2 CFR 200 APPENDIX II (L)
None	The Federal awarding agency must establish conflict of interest policies for Federal awards. The non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.	2 CFR 200.112
None	The Federal awarding agency and the non-Federal entity should, whenever practicable, collect, transmit, and store Federal award -related information in open and machine-readable formats rather than in closed formats or on paper in accordance with applicable legislative requirements. A machine-readable format is a format in a standard computer language (not English text) that can be read automatically by a web browser or computer system. The Federal awarding agency or pass-through entity must always provide or accept paper versions of Federal award -related information to and from the non-Federal entity upon request. If paper copies are submitted, the Federal awarding agency or pass-through entity must not require more than an original and two copies. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records are paper, electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safeguards against alteration, and remain readable.	2 CFR 200.336
None	Contracting with HUB, small and minority businesses, women's business enterprises, and labor surplus area firms. (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. (b) Affirmative steps must include: (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists; (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises; (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and (6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.	2 CFR 200.321
None	Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a recipient.	2 CFR 200.334

	Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following: (a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. (b) When the non-Federal entity is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period. (c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition. (d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the non-Federal entity. (e) Records for program income transactions after the period of performance. In some cases, recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned. (f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates). (1) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission. (2) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.	
None	CONTRACTS WITH COMPANIES ENGAGED IN BUSINESS WITH IRAN, SUDAN, OR FOREIGN TERRORIST ORGANIZATION PROHIBITED. A governmental entity may not enter into a governmental contract with a company that is identified on a list prepared and maintained under Section 806.051, 807.051, or 2252.153. The term "foreign terrorist organization" in this paragraph has the meaning assigned to such a term in Section 2252.151(2) of the Texas Government Code.	Texas Government Code 2252.152
>\$100,000	PROVISION REQUIRED IN CONTRACT. (a) This section applies only to a contract that: (1) is between a governmental entity and a company with 10 or more full-time employees; and	Texas Government Code 2271

	(2) has a value of \$100,000 or more that is to be paid wholly or partly from public funds of the governmental entity. (b) A governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract.	
Option Contract Language for contracts awarded prior to Grant Award	The contract award is contingent upon the receipt of ARP Act funds. If no such funds are awarded, the contract shall terminate.	Optional
	Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.	42 U.S.C. 6201

Note: A consultant that intends to respond to the Request for Proposals may provide information on American Rescue Plan Act (ARP Act) procurement procedures, but may NOT participate in the development or drafting of specifications, requirements, statements of work, or invitations for bids or requests for proposals, including, but not limited to, the development of the scoring criteria, the final selection of firms to be contacted, or the scoring of proposals. (See 2 CFR 200.319(a)(b)).

Before starting, print this guidance and open the file named ARP ACT RFP Packet.

Use the following **checklist** as you complete the **step-by step guidance** for your Request for Proposals (RFP) for the above-mentioned RFP Packet.

Pre-Procurement Activities

- ☐ **Develop and/or review local procurement policies and that ensures all solicitations comply with 2 CFR §§ 200.318, 200.319 and 200.321:**
 - ☐ Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured;
 - ☐ Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals;
 - ☐ Are conducted in a manner providing full and open competition, to ensure objective contractor performance and eliminate unfair competitive disadvantage; and
 - ☐ If using a prequalified list of persons, firms, or products, the list must be current and include enough qualified sources to ensure open and free competition.
- ☐ **Review written standard of conduct addressing conflict of interest per 2 CFR § 200.112 and 48 CFR § 3452.209-71: The Federal awarding agency must establish conflict of interest policies for Federal awards. The non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.**
- ☐ **Include mandatory disclosures per 2 CFR 200.113:**

The non-Federal entity or recipient for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award including the term and condition outlined in appendix XII to this part are required to report certain civil, criminal, or administrative proceedings to SAM (currently FAPIIS). Failure to make required disclosures can result in any of the remedies described in § 200.339. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)
- ☐ **If proposals are expected to be at or above \$50,000.00, and if there is no price competition, or when price is not the only evaluation factor, the community must prepare an Independent Cost Estimate (ICE) to determine estimates for the costs of services. See pages 12-16.**

Step 1 – Selection Review Committee (See below):

☐ **Task 1.1: Establish Selection Review Committee:**

Before sending out the Request for Proposals (RFP), the City/County/Mayor/Judge will establish a Selection Review Committee to determine the criteria to select and rate competing respondents.

- The committee **must** include at least two people, with no maximum number of members, however, if the committee only includes two people all decisions must be unanimous; if the committee includes more than two people a majority is required for each action.
- The committee is advised to include at least one local official, such as a member of the elected governing body.
- The committee may also include other elected officials; employees of the locality; employees or officers of third-party public utilities served through this project; or other relevant persons.

Committee members may not have any actual or potential conflicts of interest with any of the individuals, firms, or agencies under review (e.g., family relationships, close friendships, related or unrelated business dealings) and no person who might potentially receive benefits from ARP Act-assisted activities may participate in the selection, award, or administration of a contract supported by ARP Act funding if he or she has a real or apparent conflict of interest. 2 CFR 200.318(c)(1).

SELECTION REVIEW COMMITTEE

Name	Title/Office/Position
1.	
2.	
3.	
4.	

Committee Chair (Signature)

☐ **Task 1.2: Determine the Scope of Work (SOW)**

Determine the scope of work needed to successfully conduct management services for the ARP Act contract. The service providers shall furnish administrative services to complete the ARP funded projects, including, but not limited to the following:

This RFP provides Administration Services Scope of Work for funding as described below:

Administration Scope of Work

A detailed Scope of Work ("SOW") for ARP Act administration services is provided with this packet. Please refer to the United States Department of the Treasury (USDT) website for the FAQs and Fact Sheet at: <https://home.treasury.gov/system/files/136/SLFRP-Fact-Sheet-FINAL1-508A.pdf> and <https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf> for additional information regarding the ARP Act. The administration service provider to be hired will provide project selection and contract-related management services.

☐ **Task 1.3: Determine the Written Selection Criteria to Evaluate Respondents**

☐ **Administration services**

Use the Sample Administration/Professional Services Rating Sheet on page 11 or develop your own written weighted criteria that will be used to select the Administration/Project Delivery Service Provider(s) based on the proposed ARP Act project. Proposals for the program must be scored accordingly. For example:

<u>Criteria</u>	<u>Maximum Points</u>
Experience of the Firm	30
Prior Work Performance	20
Capacity to Perform	30
Proposed Cost	20
Total	100

You may also develop your own written weighted criteria to select the Administration/Project Delivery Service Provider(s). If you develop your own criteria, proposed cost must be included and the Selection Review Committee may determine the relative weight of this factor. All relative weights must be disclosed to bidders in the solicitation, and the relative weights must be followed. Example provided on **page 11: Administration Professional Services Rating Sheet**.

☐ **Task 1.4:** See next page for description of potential projects that are eligible for funding through the ARP Act Program:

American Rescue Plan Act (ARP Act) Program Administration Services - Description of Programs

Provider will assist in developing project scope(s) and complete the required ARP Act documentation. The Provider will work with the local government and Engineer, if applicable, to evaluate potential projects that provide desired benefits and are compliant with any eligibility criteria as established by the U.S. Treasury Department. Below is a description of anticipated programs that are eligible for funding through the ARP Act Program funded through the U.S. Department of the Treasury or other designated State or Federal Agency. As currently defined by U.S. Treasury guidance, selected Projects must use the allocated funds in one of the following ways:

(A) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19) or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;

(B) to respond to workers performing essential work during the COVID–19 public health emergency by providing premium pay to eligible workers of the metropolitan city, non-entitlement unit of local government, or county that are performing such essential work, or by providing grants to eligible employers that have eligible workers who perform essential work;

(C) for the provision of government services to the extent of the reduction in revenue of such metropolitan city, non-entitlement unit of local government, or county due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city, non-entitlement unit of local government, or county prior to the emergency; or

(D) to make necessary investments in water, sewer, or broadband infrastructure.

Recipient: _____	
Anticipated Program	ARP Act

This form will be inserted into the RFP/RFQ Packets.

APPROVED BY:

County Judge/Mayor

Step 2 – Independent Cost Estimate (ICE)

- ☐ Independent cost estimate/cost analysis is required by 2 CFR 200.324. In developing the Independent Cost Estimate, grantees may use:
 - Price last paid for services in a similar procurement
 - Catalog price or other advertised offers
 - Comparison of previous bid prices for similar services – For examples, see: <https://recovery.texas.gov/local-government/hud-requirements-reports/quarterly-legislative/index.html> - Heading - Subrecipient Contract Reporting, 2015 Floods, 2016 Floods, and Hurricane Harvey - \$5B
 - Personal experience in obtaining the same or similar goods or services
 - Other historical information
 - Detailed analyses
 - Information from other communities for information regarding similar procurements
 - May be developed in-house or using outside parties that are not submitting a proposal (or both)

Step 3 – RFP Notifications

- ☐ **Task 3.1: Advertise the RFP**
 - ☐ Open and edit the ARP Act RFP Ad.
 - ☐ It is suggested that the notice be published in one or more newspapers **10 Days or more before the proposal due date**. Example: Publish August 1; Proposal Due Date August 11 or 12. Edit the Public Notice – ARP Act RFP Ad document.
 - ☐ Be sure to complete the following: Include your community's name and contact information and include the date and time proposals/qualifications are due.
 - ☐ Due dates for proposals must be at least 10 days after the newspaper publication date and should be on a day that the government office is open.
 - ☐ Include the minimum number of copies of proposals you would like to receive, if you require more than one copy. Once the highlighted information is edited, submit the Public Notice: ARP Act RFP Ad document to your community's newspaper of record.
 - ☐ When submitting the ad, request that the newspaper send you a written confirmation for the date it is scheduled to run.
 - ☐ Proposal due date must be a date/time the government office is open (due date cannot be a holiday). If the notice must run on a different day than the one you originally selected, check that the proposal deadline is still at least 10 days after the new publication date. If it is not, change the proposal deadline in the newspaper notice so that it is at least 10 days after the new publication date.
 - ☐ Save a copy of the published newspaper ad for RFP (digital full-page tear sheet, paper copy, or tear sheet and publisher's affidavit).

- ☐ **Task 3.2: Email or Mail RFP Packet**

- 1) Develop an RFP Packet to send to potential respondents. The RFP Packet must be sent at least 10 days prior to the proposal due date and contain the following three parts:
 - Cover Letter,
 - RFP Information Sheet, and
 - Sample Scope of Services and scoring.
- 2) **The advertisement date and email date must coincide – the email must be sent the same day the advertisement is published.**
- 3) Search for active HUB, certified Minority/Women Owned Businesses and Labor Surplus Area (LSA) vendors capable of completing the scope of work to include in the solicitation by visiting the Texas Comptroller of Public Accounts' HUB vendor search (<https://mycpa.cpa.state.tx.us/tpasscmbsearch/>). (Refer to Certified HUB Administrators List and LSA Administrators List on the ARCIT website).

4) Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

If the awarded vendor (prime) uses subcontractors, small and minority businesses, women's business enterprises, and labor surplus area firms **must** be included. The following affirmative steps are required of the prime contractor:

- 1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- 2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- 3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- 5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration (SBA) and the Minority Business Development Agency (MBDA) of the Department of Commerce.
- 6) **Please choose the MBDA Center that is in closest proximity to your community. Email your RFP to the appropriate center.**

Minority-owned businesses may be eligible for contract procurement assistance with public and private sector entities from MBDA centers:

Dallas MBDA Business Center
8828 N. Stemmons Freeway, Ste. 550B
Dallas, TX 75247
214-920-2436
Website: <https://www.mbdadfw.com>
Email: admin1@mbdadallas.com

Houston MBDA Business Center
3100 Main Street, Ste. 701
Houston, TX 77002
713-718-8974
Website: <https://www.mbda.gov/business-center/houston-mbda-business-center>
Email: MBDA@hccs.edu

El Paso MBDA Business Center
2401 East Missouri Avenue
El Paso, TX 79903
915-351-6232
Website: <https://www.mbda.gov/business-center/el-paso-mbda-business-center>
Email: treed@ephcc.org

San Antonio MBDA Business Center
501 W. Cesar E. Chavez Blvd., Ste. 3.324B
San Antonio, TX 78207
210-458-2480
Website: <https://www.mbda.gov/business-center/san-antonio-mbda-business-center>
Email: orestes.hubbard@utsa.edu

Small and woman-owned businesses may be eligible for assistance from SBA Women's Business Centers:

Dallas Fort Worth WBC
7800 N. Stemmons Fwy., Ste. 120
Dallas, TX 75247
214-572-9452
Website: <https://womensbusinesscenterdfw.com/>
Email: wbcdfw@liftfund.com

WBDA – Women's Business Center
9800 Northwest Freeway, Ste. 120
Houston, TX 77092
713-681-9232
Website: <https://www.wbea-texas.org/womens-business-center>
Email: wbc@wbea-texas.org

LiftFund Women's Business Center
600 Soledad St.
San Antonio, TX 78205
888-215-2373 ext. 3000
Website: <https://womensbusinesscentersa.com/>
Email: wbc@liftfund.com

SBA also provides assistance at Small Business Development Centers located across Texas:
<https://americassbdc.org/small-business-consulting-and-training/find-your-sbdc/>

The following steps are for emailing the RFP Packets. First are directions for sending the administrative services RFP.

□ **Task 3.2.a – Administration/Project Delivery Services Email**

- 1) Open the file on ARCIT’s website and save the “**ARP Act RFP Packet**” to your computer.
- 2) Edit the highlighted text on the RFP cover letter and RFP Information Sheet (pages 1-6 in the Packet). Remember to complete the following:
 - Include your community’s name and contact information and include the date and time proposals/qualifications are due.
 - Confirm that the due date matches the date used in the newspaper notice.
 - Include the minimum number of proposals you would like to receive, if you require more than one copy.
 - If you developed your own scoring criteria, you will need to replace the criteria chart noted in Task 1.3 above, as well as the scoring sheet at the end of the document.

- 3) Open your email account and start a new email with the subject line: ARP Act RFP Packet.

- 4) Select **at least 5** administration, management, or consulting firms/individuals you want to send the RFP to, including Active certified Minority/Women Owned Businesses and Labor Surplus Area (LSA) vendors capable of completing the scope of work to include in the solicitation by visiting the Texas Comptroller of Public Accounts’ HUB vendor search (<https://mycpa.cpa.state.tx.us/tpasscmbsearch/>). You may also reference the list of Administration Service Providers posted on the ARCIT website <https://arcit.org/> (Refer to Certified HUB Administrators List and LSA Administrators List).

Note that these listings are not comprehensive. You are encouraged to add other administration service firms to the RFP at your discretion. When using the CMBL and Certified HUB lists, be sure to review the Business Description and confirm they offer similar services (grant administration/project delivery) to those included in the RFP solicitation.

To ensure a wide distribution and potential participation to as many administrators as possible, send an email to MWBE@texasagriculture.gov when you develop your administrator email list.

- 5) Enter each email address into the email recipient line (i.e., next to “To:”). **You can send one email with all recipients at the same time.**
- 6) **Attach the document “ARP Act RFP Packet” to your email—be sure that the document is fully completed with your specific RFP information.**
- 7) In the body of your email, include the following text:

*“...Attached please find the Cover Letter, RFP Information Sheet, and Sample Scope of Services for the **(Insert City/County Name)**’s American Rescue Plan Act (ARP Act) RFP for project administration services...*

Please respond to this email to confirm receipt.”

- 8) Review your email recipients to ensure you have **at least 5** different consulting firms as email recipients, including two HUB and/or MWBE firms and two Labor Surplus Area vendors.
- 9) **REQUEST A ‘READ RECEIPT.’** Send the email.
- 10) Make sure all emails were sent successfully (i.e., no emails bounced back as undeliverable). Check for errors, and send out additional emails, if necessary. **The RFP Packet must be successfully received by at least 5 different firms.** If an email is not delivered by notification to your email, or you receive a “bounce back”, check for email error or select another vendor and send new email promptly.
- 11) To serve as verification for future state and federal monitors, you must print and save a copy of all sent email(s) and reply

Step 4 – Select Administration/Project Delivery Service Provider(s)

☐ **Task 4.1: Rate the Administrative Proposals using the Administration/Professional Services Rating Sheet**

- ☐ According to 2 CFR 200.320, a single proposal received may be considered to be non-competitive procurement and may require additional action before selecting a Service Provider.
- ☐ Use rating sheet that was selected by the Selection Review Committee and that was included in the RFP Packet.
- ☐ Select the Respondent with highest average points OR Respondent with most qualifications.
- ☐ Conduct Cost Price Analysis – see below (required separately for each program).

After the proposal deadline, evaluate the Respondent's experience, work performance, and capacity to perform by using prior experience with Respondent(s); and/or contacting all references for the Respondent.

Use the Administration/Professional Services rating sheet (see example on page 11) to score each Respondent's proposal. If you are seeking more than one service (for example, Grant Administration on more than one program), score each Respondent's proposal using a separate sheet for each service. **Note that Respondents may propose for one, several or all services contained in the RFP and must be considered for each service separately (2 CFR 200.321(b)3).**

Total all rating sheets for each committee member and select the firm with the highest average points.

Profit must be identified and negotiated as a separate element of the price of the contract. To comply, the Respondent **must** disclose and certify in its proposal the percentage of profit being used.

Complete your cost and price analysis (refer to Sample Cost Price Analysis on Pages 17-18).

To serve as verification for State and Federal monitors, you must retain copies of all completed scoresheets.

Contract negotiations with the selected respondent may occur during the last step of the selection process.

☐ **Task 4.2: Conduct/Prepare Cost and Price Analysis – See Pages 17-18.**

- ☐ Cost and Price Analysis is required once responses are submitted when procuring goods or services with federal funds in excess of the Simplified Acquisition Threshold (\$50,000).
- ☐ Price Analysis – Price analysis is the process of evaluating and comparing prices for goods or services and should be documented in the procurement file. In conducting a proper price analysis, 2 CFR 200.324 recommends [Recipients] must request an adequate number of bids, proposals, or quotes for the materials, supplies, or services being procured for comparison. When comparing prices, [Recipients] should review for significant discrepancies to determine if the goods or services are comparable.
- ☐ Cost Analysis – A cost analysis is required when price competition does not exist, such as when only a single proposal is received. Cost analysis is the evaluation of the separate elements (e.g., labor, materials, etc.) that make up a contractor's total cost proposal or price to determine if they are allowable, directly related to the requirements and ultimately, reasonable.

☐ **Task 4.3: Clear the Administration/Project Delivery Service Providers prior to formal award at City Council/County Commissioner's Court**

- ☐ Search for each Respondent and Respondent's Principal(s) on SAM.gov.
- ☐ Save/print search results for file with a footer showing date of clearance.

Verify that the proposing or selected service providers and their principal(s) are not on the System for Award Management (SAM.gov) debarred list:

- Prior to selecting a Service Provider, the City/County needs to clear the Service Provider and their Principal and include verification of registration/non-debarment. The clearance in the Service Provider's proposal must be re-verified prior to award. Federal awarding agencies may relax the timing of the requirement for active SAM registration at time of completing the required ARP Act documentation in order to expeditiously issue funding. At the time of allocation requirements of 2 CFR § 200.206, Federal awarding agency review of risk posed by recipients, continue to apply. Current registrants in SAM with active registrations expiring between April 1, 2021 and September 30, 2021 will automatically be afforded a one-time extension of 180 days. (2 CFR § 25.110).
- Visit www.SAM.gov

- Go to the “Search Records” tab.
- Type in the name of each service provider and principal(s) under “Quick Search”.
- If no records are listed, print or save PDF for your records ensuring that the record date appears at the bottom of the page.
- If no records appear, make sure that the service provider you are searching for is on the list. (Some providers and principals have similar names.) You can click on “View Details” to see more information on each entry to confirm. Print or save PDF of the “View Details.”
- If a record appears in **RED**, it means the service provider is debarred and, therefore, ineligible.

☐ **Task 4.4: Approve the selected Administrator/Project Delivery Service Provider(s) and Authorize Contract Award(s)**

- ☐ Place items on City Council/Commissioners’ Court agenda. Suggested language follows:

*Discuss, consider, and select **administration/project delivery service provider(s)** to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the U.S. Department of the Treasury, other Federal or State Agency.*

- Present selection(s) to the City Council/Commissioner’s Court.
- City Council/County Commissioner’s Court approves selection(s) of Administration service provider(s)

- ☐ Pass hiring resolution. Save passed resolution or meeting minutes for file. A sample is provided on page 20.

[Please note: The local governing body has the final authority to award contracts and may select a Respondent that was not the highest scorer if the minutes of the local governing body meeting include justification for the selection(s).]

- ☐ Notify selected respondent

Step 5 – Prepare/Review contracts for execution by all parties. All contracts executed between the subrecipient and a contractor must include the following APR Act requirements:

- ☐ Negotiation of profit
- ☐ Performance requirements and penalties.
- ☐ Project schedule including the performance period and completion date. All Section 3 covered contracts shall include the Section 3, Clause 22.
- ☐ Mandatory standards and policies relating to energy efficiency in the state energy conservation plan (in compliance with the Energy Policy and Conservation Act 23).
- ☐ May not be a cost-plus contract award.

Administration Professional Services Rating Sheet

ARP Act

Respondent: _____

Final Score

Evaluator's Name: _____

Date of
Evaluation _____

Respondent will be scored by awarding points up to the maximum listed for each factor. Information necessary to assess the Respondent on these criteria may be gathered either from the submitted proposal and/or by contacting past/current clients of the Respondent. Respondents proposing to offer specific services (environmental) will be scored only on those services.

Experience of the Proposing Firm

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Related Firm Experience / Background with federally funded projects	10	
2	Related Firm Experience/ Background with specific services:		
a	Administrative, construction management	5	
b	Administrative, non-construction management	5	
c	Procurement of other services & construction	5	
d	Financial Duties	5	
	Subtotal, Experience	30	

Prior Work Performance References

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Related Work Performance	10	
2	References Provided for prior work	10	
	Subtotal, Performance / References	20	

Capacity to Perform

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Demonstrated understanding of scope of the ARP Act Project(s), as appropriate	5	
2	Qualifications / Experience of Proposed Staff		
a	Resumes appropriate to services required	5	
b	Organizational Chart	5	
3	Approach/Strategy to implement services/projects	5	
4	Current and Projected Workloads	5	
5	Financial Capacity	5	
	Subtotal, Capacity to Perform	30	

Proposed Cost

<u>Method to Evaluate Proposed Cost</u>			
"A" = The lowest priced proposal of all qualified respondents			
"B" = Respondents Proposed Price			
	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
1	Use values A and B above, in the equation below (A + B) X 20	20	

Total Score

	<u>Factors</u>	<u>Max. Pts.</u>	<u>Score</u>
	Experience	30	
	Prior Work Performance / References	20	
	Capacity to Perform	30	
	Proposed Cost	20	
	Total Score	100	

Independent Cost Estimate

Independent Estimate of Cost (complete prior to receipt of bids/proposals)

As the types of Administration Services required across the ARP Act program(s) are expected to be uniform and only vary in volume based on the size of the project, program-specific cost estimates were not calculated.

Basis for Independent Estimate of Cost

Comparison estimation considers recent projects of a similar nature that required similar services. Calculate the fee as a percentage of the total project value to aid in comparison between projects of different scales.

Program or Project	Amount of Program or Project (\$)	Administrative Fee (\$/%)

Consider fee levels established by funding agencies for similar programs which indicate the agencies' own estimate of reasonable cost (below is an example of fee guidance):

Program Fee Caps	Fee Level (Maximum % of Project Award)	Typical Project Amount (\$)
TDA CDBG Community Development	Up to 10% of construction & acquisition	\$350,000
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Non-housing activities	13%	\$249,999.99 or less
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Non-housing activities	11%	\$250,000 - \$749,999.99
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Non-housing activities	10%	\$750,000 - \$999,999.99
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Non-housing activities	8%	\$1 million - \$24,999,999.99
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Non-housing activities	6%	\$25 million or over
GLO CDBG MIT Regional MOD and/or HARVEY MIT ROUND 2 Competition Housing-related mitigation activities	Up to 12% of the program funds	All Projects
TDEM HMGP	5%	All projects

Other considerations:

EXAMPLE

Independent Cost Estimate (ICE) – An ICE is not completed using quotes; it is completed prior to reviewing responses using estimates from independent sources not associated with potential respondents. Independent sources may include outreach to other communities or referring to past costs for the same or similar services. Appropriate steps must be taken to avoid any real or apparent conflict of interests preventing any parties from obtaining a competitive advantage. The standard for independence is someone not expected to be a respondent. Profit should be a flat fee and not a percentage of costs.

Subrecipient Name City of ABC	Contract # American Rescue Plan (ARP Act)
--------------------------------------	--

Solicitation # RFP _____

Project Description Administrative services for eligible ARP Act project(s).
--

Contract Type ☒ Fixed Price ☐ Time & Material (Must include decision no other contract type applicable) ☐ Other _____	Procurement Method ☐ Micro Purchase ☐ Small Purchase ☒ Competitive (RFP/RFQ) ☐ Sealed Bid ☐ Non-Competitive
---	---

Project Cost						
Estimate		Total Contract Amount	Unit	Rate	Estimated Cost	Profit
Item	Description					
Administration	Anahuac – Administration & Environmental Services - Harvey		N/A	N/A	\$21,000	Unknown
Administration	New Waverly – Administration & Environmental Services		N/A	N/A	\$18,600	Unknown
Administration	Moulton – Grant Administration		N/A	N/A	\$23,696	Unknown
Administration	Hallettsville – Grant Administration		N/A	N/A	\$25,194.51	Unknown
Administration	Lumberton – Administration/Environmental Services		N/A	N/A	\$150,308	Unknown
Administration	Clifton – Grant Administration & Environmental Services		N/A	N/A	\$120,000	Unknown

Subtotal Estimated Costs (Add all costs)					
Total Estimated Price (Subtotal Estimate Costs + Profit)					
Sources & Basis for Estimate (attach additional documentation) See attached GLO documentation provided by the GLO website. https://recovery.texas.gov/local-government/hud-requirements-reports/quarterly-legislative/index.html - See GLO Subrecipient Contract Reporting Section					
Describe and attach the basis used to determine ICE prices.				Print pages from this Web Site, scan in and retain for records. Keep all	
THIS EXAMPLE IS A GUIDANCE OPTION ONLY! The City of ABC reviewed the GLO provided 2015, 2016 and Harvey contract reports to gather administrative contract amounts to determine fair and reasonable pricing for management services.					
Preparer Signature				Date	

NOTE: For complex projects or tasks, include additional supporting documentation, as appropriate. Failure to document the independent cost estimate may result in non-compliance. The contracting agency shall retain supporting documentation of the solicitation, proposal, evaluation, and selection of the service provider in accordance with 2 CFR 200.333.

Independent Cost Estimate (ICE) – An ICE is not completed using quotes; it is completed prior to reviewing responses using estimates from independent sources not associated with potential respondents. Independent sources may include outreach to other communities or referring to past costs for the same or similar services. Appropriate steps must be taken to avoid any real or apparent conflict of interests preventing any parties from obtaining a competitive advantage. The standard for independence is someone not expected to be a respondent. Profit should be a flat fee and not a percentage of costs.

Subrecipient Name	Contract #
--------------------------	-------------------

Solicitation #

Project Description

Contract Type ☐ Fixed Price ☐ Time & Material (Must include decision no other contract type applicable) ☐ Other _____	Procurement Method ☐ Micro Purchase ☐ Small Purchase ☐ Competitive (RFP/RFQ) ☐ Sealed Bid ☐ Non-Competitive
---	---

Project Cost Estimate						
Item	Description	Total Contract Amount	Unit	Rate	Estimated Cost	Profit

Subtotal Estimated Costs (Add all costs)						
Total Estimated Price (Subtotal Estimate Costs + Profit)						
Sources & Basis for Estimate (attach additional documentation)						
Describe and attach the basis used to determine ICE prices.						
Preparer Signature					Date	

NOTE: For complex projects or tasks, include additional supporting documentation, as appropriate. Failure to document the independent cost estimate may result in non-compliance. The contracting agency shall retain supporting documentation of the solicitation, proposal, evaluation, and selection of the service provider in accordance with 2 CFR 200.333.

Cost and Price Analysis – Administrative Services

City/County of _____

Program: _____

American Rescue Plan Act (ARP Act) (Need to complete separate form for each program)

All procurements where the expected contract price will exceed \$50,000 must conduct a cost analysis. Complete this form for **each service** that you intend to award as a separate contract.

Price analysis is basically a price comparison. It is the evaluation of a proposed price (i.e., lump sum) without analyzing any of the separate cost elements of which it is composed. Compare the fees of the administrative firm's proposals received to ensure it is a fair and reasonable price for the services to be provided.

Scoring Summary and Cost Comparison

Firm	Service (Administration/Program/ Construction Management, Project Service Delivery, etc.)	Total Score	Proposed Cost

Do proposed costs align with cost estimated and/or with previous costs submitted by the vendor or for similar services received in the past?

Program or Project	Proposed Amount	Actual Cost of Service

Cost Analysis – provide Yes or No answers

Firm:	
Are proposed costs allowable?	
Costs are necessary and reasonable	
Costs meet the requirements of the Federal award	
Costs are consistent with Policies & Procedures and applied uniformly to purchases made from Federal and non-Federal funding.	
Costs are in accordance with Generally Accepted Accounting Principles (GAAP), except for state and local governments and Indian tribes where exceptions have been made in 2 CFR Part 200	
Costs are not included as a cost, cost sharing or matching of any other federally funded project	
Costs are adequately documented	
Are proposed costs reasonable?	
Costs are ordinary and necessary for completion of the activity	
Costs align with current market prices for the good or service in the area	
Are there any restraints or requirements that impact pricing, such as sound business practices, governmental requirements, arm's length bargaining or the terms of the federal award?	
Has the staff exercised sound judgement in making the purchase?	
Are the same procedures followed for Federally funded and non-Federally funded procurement?	
Are proposed costs allocable?	
Is the cost incurred specifically for the ARP Act project?	
Does the cost incurred benefit both the ARP Act project and other projects and can the cost be allocated pro-rata across the relevant funding sources?	
Has an indirect cost plan been approved to allocate indirect costs?	
Are all items in the proposal scope of work necessary?	
Does the proposer have a track record of cost overruns?	
Does the cost proposed compare to the costs of similar work (see Price Analysis)?	
Is there any indication that the vendor's costs are likely to increase or decrease over the life of the contract?	
Do the costs reflect the technical approach proposed and the work required?	
Cost complies with the appropriate set of cost principles	

*Allowable: All prices proposed are for elements of ARP Act scope of work.

Allocable: All costs are expected to be necessary to complete the scope of work of the anticipated contract.

Reasonable: Costs are prudent and competitive based on the Cost Analysis.

Note the following for compliance monitoring purposes:

The City/County must maintain and make available all documentation utilized during the RFP process, including but not limited to:

- Local Policies and procedures for procurement
- Independent Cost Estimate
- Written standard of conduct addressing conflict of interest
- Documentation of independent cost estimate for services
- Proof of advertisement (tear sheet/full-page advertisement/photo copy with publisher's identification and date/publisher's affidavit)
- Proof that 5 or more Firms/Individuals were contacted for proposals, including at least one certified HUB, LSA or MWBE.
- A complete RFP packet: Cover letter, request for RFP, rating sheet (if utilized), required RFP forms, and required contract provisions
- Proof that all proposals were received by the City/County, with note or stamped date/time received
- Verification that the Firm and Principals of Firm are not on the SAM.gov debarred list (printout of SAM.gov page with record date)
- Cost Price Analysis
- Executed Minutes of Award/Commissioners Court minutes or Hiring Resolution

RESOLUTION

A RESOLUTION OF (Insert City/County Name), TEXAS, AUTHORIZING PROFESSIONAL SERVICE PROVIDER(S) SELECTION FOR AMERICAN RESCUE PLAN ACT (ARP ACT) PROGRAM(S).

WHEREAS, participation in American Rescue Plan Act (ARP Act) program(s) requires implementation by professionals experienced in the administration of federally-funded projects;

WHEREAS, in order to identify qualified and responsive providers for these services a Request for Proposals (RFP) process for administration services has been completed in accordance with the federal requirements;

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers for each professional service giving consideration to the ability to perform successfully under the terms and conditions of the proposed procurement, integrity, compliance with public policy, record of past performance, and financial and technical resources

NOW, THEREFORE, BE IT RESOLVED:

Section 1.	That _____ is selected to provide project-related administration services for ARP Act program(s).
Section 2.	That any and all project-related services contracts or commitments made with the above-named service provider(s) are dependent on the successful negotiation of a contract with the service provider(s).

PASSED AND APPROVED ON _____, 2021.

APPROVED:

County Judge/City Mayor/Authorized Representative

ATTEST:

County Clerk/City Secretary/Authorized Representative



**DATA SHEET
AGENDA ITEM NO. VI.D.**

Meeting Date: July 8, 2021

Department:

Public Works

Agenda Item:

Discussion concerning a request from Public Works on the possible purchase of a skid steer and various attachments

Background:

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



June 22, 2021

Mr. Charles West
Van City Hall
(903) 963-7216
cwest@vantexas.org

Dear Mr. West,

Thank you for the opportunity to present proposed financing for City of Van. I am submitting for your review the following proposed structure:

ISSUER:	City of Van, Texas	
FINANCING STRUCTURE:	Public Property Finance Contract issued under Local Government Code Section 271.005	
EQUIPMENT COST:	\$ 69,342.95	
TERM:	3 Annual Payments	5 Annual Payments
INTEREST RATE:	2.98%	3.125%
PAYMENT AMOUNT:	\$ 24,505.41	\$ 15,195.43
PAYMENTS BEGINNING:	One year from signing, annually thereafter	

Financing for these projects would be simple, fast and easy due to the fact that:

- ✓ We have an existing relationship with you and have your financial statements on file, expediting the process. Please keep in mind we may also need current year statements.
- ✓ We can provide familiar documentation for your legal counsel.

The above proposal is subject to audit analysis, assumes bank qualification and mutually acceptable documentation. The terms outlined herein are subject to change and rates are valid for fourteen (14) days from the date of this proposal. If funding does not occur within this time period, rates will be indexed to markets at such time.

Our finance programs are flexible and as always, my job is to make sure you have the best possible experience every time you interact with our brand. We're always open to feedback on how to make your experience better. If you have any questions regarding other payment terms, frequencies or conditions, please do not hesitate to call.

With Best Regards,

Stephanie Cates

Stephanie Cates
Client Services
Main: 817-421-5400

The transaction described herein is an arm's length, commercial transaction between you and Government Capital Corporation ("GCC"), in which GCC: (i) is acting solely for its own financial and other interests that may differ from yours; (ii) is not acting as your municipal advisor or financial advisor, and has no fiduciary duty to you with respect to this transaction; and (iii) is not recommending that you take an action with respect to this transaction.



Product Quotation

Quotation Number: 33524D033788

Date: 2021-05-13 14:22:33

Ship to	Bobcat Dealer	Bill To
CITY OF VAN Attn: KEVIN JOHNSON 113 W. MAIN ST VAN, TX 75790 Phone: (903) 574-5543	Bobcat of Longview, Longview, TX 1511 WEST MARSHALL AVENUE LONGVIEW TX 75604 Phone: 903-758-5547 Fax: 903-758-5540	CITY OF VAN Attn: KEVIN JOHNSON 113 W. MAIN ST VAN, TX 75790 Phone: (903) 574-5543

Contact: Todd Lewis Phone: 817-654-2202 Fax: 817-457-9425 Cellular: 214-869-6161 E Mail: tlewis@bobcatofdallas.com		

Description	Part No	Qty	Price Ea.	Total
T76 T4 Bobcat Compact Track Loader	M0371	1	\$57,590.22	\$57,590.22
P67 Performance Package	M0371-P06-P67	1	\$0.00	\$0.00
"Power Bob-Tach	Two-Speed, High Flow, Dual Direction Bucket Positioning"			
7-Pin Attachment Control				
C52 Comfort Package	M0371-P07-C52	1	\$0.00	\$0.00
Standard Enclosed Cab with AC/Heat	Radio Ready			
Sound Reduction	HVAC Headliner			
	Adjustable Suspension Seat			
*80" Severe Duty Bucket	7326129	1	\$0.00	\$0.00
--- Bolt-On Cutting Edge, 80"	6718008	1	\$0.00	\$0.00
*4K Heavy Duty Pallet Fork Frame	7294305	1	\$407.00	\$407.00
--- 48" 4K Heavy Duty Pallet Fork Teeth	6540182	1	\$304.00	\$304.00
*84" Angle Broom	7337715	1	\$4,832.84	\$4,832.84
*82" Root Grapple	7168338	1	\$3,107.64	\$3,107.64
Total of Items Quoted				\$66,241.70
Dealer Assembly Charges				\$101.25
Quote Total - US dollars				\$66,342.95

Notes:

QUOTED UNDER BUYBOARD CONTRACT 597-19

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____ Date: _____



Bobcat.

Product Quotation

Quotation Number: 33524D033831

Date: 2021-06-17 15:19:59

Ship to	Bobcat Dealer	Bill To
CITY OF VAN 113 W. MAIN ST VAN, TX 75790	Bobcat of Longview, Longview, TX 1511 WEST MARSHALL AVENUE LONGVIEW TX 75604 Phone: 903-758-5547 Fax: 903-758-5540 ----- Contact: Todd Lewis Phone: 817-654-2202 Fax: 817-457-9425 Cellular: 214-869-6161 E Mail: tlewis@bobcatofdallas.com	CITY OF VAN 113 W. MAIN ST VAN, TX 75790

Description	Part No	Qty	Price Ea.	Total
72" BOX GRADER ATTACHMENT FOR SKID STEER		1	\$3,000.00	\$3,000.00
Total of Items Quoted				\$3,000.00
Dealer Assembly Charges				\$0.00
Quote Total - US dollars				\$3,000.00

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated October 19, 2016.

Amendment To Task Order No. VAN.017

1. Background Data:

- a. Effective Date of Task Order Agreement: February 11, 2021
- b. Owner: City of Van
- c. Engineer: KSA Engineers, Inc.
- d. Specific Project: Wastewater Treatment Plant Headworks Improvements

2. Description of Modifications

- a. Engineer shall perform the following Additional Services: Construction materials testing for testing soils and concrete for the new headworks structure meachnical bar screen channel.
- b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows: Geotechnical investigation will be increased to investigate soils deep enough to design foundation for new lift station.
- c. The responsibilities of Owner with respect to the Task Order are modified as follows: N/A.
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional compensation: Construction Materials Testing - \$11,500.00 (hourly and reimbursable). Additional Geotechnical Investigation - 2,750.00 (hourly and reimbursable).
- e. The schedule for rendering services under this Task Order is modified as follows: N/A.
- f. Other portions of the Task Order (including previous amendments, if any) are modified as follows: N/A.

3. Task Order Summary (Reference only)

- a. Original Task Order amount: \$ 226,400.00
- b. Net change for prior amendments: \$ 0.00
- c. This amendment amount: \$ 14,250.00
- d. Adjusted Task Order amount: \$ 240,650.00

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is _____.

OWNER: City of Van

ENGINEER: KSA Engineers, Inc.

By: _____

By: _____

Name: Charles West

Name: Joncie H. Young, P.E.

Title: City Administator

Title: Director of Client Services

Date Signed: _____

Date Signed: June 21, 2021



DATA SHEET
AGENDA ITEM NO. VI.E.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Discussion concerning City of Van Boards and Commissions, their roles, objectives, and expectations.

Background:

There have been some questions concerning some of the current boards and commissions objectives and expectations of these boards by the city council. This is a discussion item to discuss all board and what the city council expects from those boards, along with setting some guidelines on attendance, size of boards, and processes for being appointed to one of the boards.

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



DATA SHEET
AGENDA ITEM NO. VI.F.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Discussion concerning the FY 2021 Budget and the upcoming FY 2022 Budget

Background:

This item is just for discussion to begin the budget process for the upcoming year and to see what changes the city council would like to see. Also discussion of the current budget and planned amendments if any are needed after consultation with the auditors.

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



**NOTICE OF A REGULAR MEETING
OF THE CITY COUNCIL
Thursday, June 3, 2021
7:00 PM**

Don Smith
Mayor

Amanda Davis
Mayor Pro-Tem

Linzy Neal
Council Member

Charles Ryan
Council Member

Ryan Hanson
Council Member

Ernie Burns
Council Member

MINUTES

I. CALL MEETING TO ORDER

Meeting called to order by Mayor Smith

A. Roll Call and Establish a Quorum

Present: Amanda Davis, Linzy Neal, Ryan Hanson, Charles Ryan, Ernie Burns

Absent: None

II. INVOCATION

Invocation was led by David Barber

III. PLEDGE OF ALLEGIANCE

Led by Mayor Smith

A. US Flag

B. Texas Flag

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

IV. OPEN FORUM

The opportunity for citizens to address the City Council on any non-agenda item (limit 3 minutes per person); however, the Texas Open Meetings Act prohibits the City Council from discussing issues which

the public has not been given seventy- two (72) hour notice. Issues raised may be referred to City Staff for research and potential future action.

Sonny Hubbard spoke in regards to garbage contract.

Brad Brown spoke in regards to drainage issues.

Ward Hanson spoke in regards to 154 Cherry Ln flooding.

Ryan Hanson spoke in regards to water back p issue at Cherry st.

V. **CONSENT AGENDA**

(All consent agenda items are considered routine by City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member request an item be removed and considered separately.)

RESULT:	Passed
MOVER:	Ryan Hanson
SECONDER:	Ernie Burns
AYES:	Linzy Neal, Ryan Hanson, Ernie Burns, Charles Ryan
NAYS:	Amanda Davis
ABSTAINED:	None

Council Member Davis " let record reflect" her vote is no because furniture was purchased after April council meeting council said no to purchasing furniture.

- A. Meeting minutes from May 7, 2021 Canvassing of the votes from the May 1, 2021 City Election
- B. Meeting minutes from the Regular City Council meeting held May 13, 2021
- C. Financials for May 2021

VI. **INFORMATION AND DISCUSSION**

Open Public Hearing @ 7:25 p.m.

Close public hearing @ 7:26 p.m.

- A. Public Hearing on Zoning Change Request from Veronica Scarbrough to change the Zoning at 492 N Maple, (R000020992, 3.15 acres, ABST 891, Walling Survey) Van, Texas from R-1 Residential to Commercial.

VII. **ACTION ITEMS**

- A. Consideration and Possible Action on Zoning Change Application #155 Veronica Scarbrough to Change the Zoning of 492 N Maple (R000020992, 3.15 acres, ABST 891, Walling Survey) Van, Texas from Residential to Commercial.

RESULT:	Passed
MOVER:	Linzy Neal
SECONDER:	Charles Ryan
AYES:	Amanda Davis, Linzy Neal, Ryan Hanson, Ernie Burns, Charles Ryan
NAYS:	None
ABSTAINED:	None

1. Public Hearing on Zoning change request for Re-Zoning application # 155 of Veronica Scarbrough from R-1 Residential to Commercial, on the property located at 492 N. Maple legal description - R000020992, 3.15 acres, Abst 891, Walling Survey in Van Texas.

- B. Consideration and Possible Action on selecting an official news paper for the City of Van

RESULT:	Passed
MOVER:	Ryan Hanson
SECONDER:	Ernie Burns
AYES:	Amanda Davis, Linzy Neal, Ryan Hanson, Ernie Burns, Charles Ryan
NAYS:	None
ABSTAINED:	None

Official newspaper for the City of Van will be the Van Zandt Newspaper.

- C. Consideration and Possible Action on naming a Mayor Pro-Tem

RESULT:	Passed
MOVER:	Charles Ryan
SECONDER:	Ernie Burns
AYES:	Amanda Davis, Linzy Neal, Ryan Hanson, Ernie Burns, Charles Ryan
NAYS:	None
ABSTAINED:	None

Council Member Burns as Mayor Pro Tem

VIII. **EXECUTIVE SESSION**

Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.072, 551.073, 551.074, 551.076, 551.087, and Section 418.183(f) of the Texas Government Code (Texas Disaster Act).

Refer to posted list attached hereto and incorporated here in.

Convene into executive session @ 8:25 p.m.

- A. City Council will meet in closed session under Section 551.074 of Texas Government Code, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of

- City Administrator Charles West

No action taken

IX. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY

Reconvene into executive session @ 9:05 p.m.

X. REPORTS

- A. City Manager Monthly Report

Reviewed

- B. Fire Department Monthly Report

Reviewed

- C. Fire Marshal Monthly Report

Reviewed

- D. Library Monthly Report

Reviewed

Municipal Court Monthly Report

Reviewed

- F. Parks Department Monthly Report

Reviewed

Police Monthly Report

Reviewed
Council Member Hanson requested to make record of two citizens praising the Van PD response and quickness.

Public Works Monthly Report

Reviewed

RECEIVE REQUESTS FROM COUNCIL MEMBERS/STAFF FOR ITEMS TO BE PLACED ON NEXT MEETING AGENDA
Discussion under this item must be limited to whether the Council wishes to include a potential agenda item on a future agenda.

XI. **ADJOURN**

RESULT:	Passed
MOVER:	Amanda Davis
SECONDER:	Linzy Neal
AYES:	Amanda Davis, Linzy Neal, Ryan Hanson, Ernie Burns, Charles Ryan
NAYS:	None
ABSTAINED:	None



City of Van, TX

Expense Approval Report

By Fund

Payment Dates 6/1/2021 - 6/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - General Fund					
Global/Open Edge	INV0004401	06/02/2021	CREDIT CARDS	100-10-60885	16.42
Global/Open Edge	INV0004401	06/02/2021	CRDEIT CARDS	100-10-60885	72.56
TXU Energy	054005646080	06/03/2021	8151767 190 VZ CR 1501	100-10-56050	8.22
TXU Energy	054005646080	06/03/2021	190 VZ CR 1501 FRNT	100-10-56050	277.63
TXU Energy	054005646080	06/03/2021	7500922 602 S Oak St	100-10-56050	8.42
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-10-56050	10.94
TXU Energy	054005646080	06/03/2021	7499806 1002 N Walnut Sirn	100-10-56050	8.42
TXU Energy	054005646080	06/03/2021	6747560 310 Chestnut Dr	100-15-56050	116.41
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-15-56050	10.93
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-20-56050	10.93
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-30-56050	10.93
TXU Energy	054005646080	06/03/2021	3661090 199 S Maple	100-30-56050	40.29
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-32-56050	10.93
TXU Energy	054005646080	06/03/2021	4573747 107 S Maple Ave	100-35-56050	246.02
TXU Energy	054005646080	06/03/2021	4573778 107 S Maple Fire Dept	100-35-56050	191.27
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-35-56050	10.93
TXU Energy	054005646080	06/03/2021	4419867 Street Light 3	100-46-56050	197.79
TXU Energy	054005646080	06/03/2021	3478662 Van Led 101-140	100-46-56050	337.20
TXU Energy	054005646080	06/03/2021	4419774 Street Light 4	100-46-56050	610.66
TXU Energy	054005646080	06/03/2021	6000708 Street Light 1	100-46-56050	1,657.18
TXU Energy	054005646080	06/03/2021	4419836 Street Light 6	100-46-56050	138.00
TXU Energy	054005646080	06/03/2021	4419898 Street Light 2	100-46-56050	19.13
TXU Energy	054005646080	06/03/2021	4419805 Street Light 5	100-46-56050	930.32
TXU Energy	054005646080	06/03/2021	7549003 304 S Bois D Arc	100-46-56050	80.26
TXU Energy	054005646080	06/03/2021	4811861 Chestnut Dr Grdl	100-46-56050	41.89
TXU Energy	054005646080	06/03/2021	8929788 led -055	100-46-56050	1,017.66
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-60-56050	10.93
TXU Energy	054005646080	06/03/2021	8605483 337 E Pennsylvania	100-60-56050	164.31
TXU Energy	054005646080	06/03/2021	9909325 301 Wyoming	100-60-56050	38.10
TXU Energy	054005646080	06/03/2021	2727728 1011 Pennsylvania	100-60-56050	763.60
TXU Energy	054005646080	06/03/2021	4577312 304 W Main	100-60-56050	8.41
TXU Energy	054005646080	06/03/2021	6623560 Off Chestnut	100-60-56050	385.49
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	100-64-56050	10.93
TXU Energy	054005646080	06/03/2021	6747560 310 Chestnut Dr	100-64-56050	116.41
TXU Energy	054005646080	06/03/2021	6396578 255 W Main	100-99-56425	57.24
Reliant	111033061693	06/03/2021	15472060 LED -141-180	100-46-56050	78.97
Brynda Pool	185978	06/03/2021	CLEANING- ADMIN	100-99-53810	390.00
William Boyd Hale	209	06/03/2021	CITY HALL MAINT	100-99-54200	507.50
Texas Excavation Safety System,...	21-12623	06/03/2021	VANTX01	100-46-53610	18.05
Bryan Summerville	2122	06/03/2021	CITY HALL FLOOR	100-99-54200	12,437.50
VZ Farm and Ranch LLC	24317	06/03/2021	K-9 FOOD	100-30-56100	38.00
Sword Co.	272082	06/03/2021	HARDWARE FOR CLINIC	100-99-54200	466.00
Ark-La-Tex Shredding Company, ..	935366	06/03/2021	SHRED DAY	100-99-53615	500.00
Linzy Neal	INV0004362	06/03/2021	JUNE 2021	100-12-51901	50.00
Amanda Davis	INV0004363	06/03/2021	JUNE 2021	100-12-51901	50.00
Don Smith	INV0004364	06/03/2021	JUNE 2021	100-12-51901	50.00
Charles Ryan	INV0004365	06/03/2021	JUNE 2021	100-12-51901	50.00
Ryan Hanson	INV0004366	06/03/2021	JUNE 2021	100-12-51901	50.00
Ernest Burns	INV0004367	06/03/2021	JUNE 2021	100-12-51901	50.00
John Brown	INV0004368	06/03/2021	JUNE 2021	100-30-56700	60.00
Sereca D. Huff-Huggins	INV0004369	06/03/2021	JUNE 2021	100-10-56700	60.00
Charles West	INV0004370	06/03/2021	JUNE 2021	100-10-56700	60.00
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-10-56700	43.06

Expense Approval Report

Payment Dates: 6/1/2021 - 6/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-10-56705	48.12
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-12-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-12-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-15-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-15-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-20-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-20-56705	48.12
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-30-56700	43.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-30-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-32-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-32-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-35-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-35-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-60-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-60-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	100-64-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	100-64-56705	48.12
Allianz	INV0004374	06/03/2021	DUNCAN, GEDDIE JR, HILLIARD	100-35-51500	180.00
Interface Security Systems, LLC.	INV0004377	06/03/2021	MAINTENANCE SERVICES	100-99-53990	122.20
Canton Animal Shelter	INV0004378	06/03/2021	SURRENDER FORM	100-30-53350	30.00
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-10-52500	28.41
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-12-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-15-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-20-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-30-52500	28.41
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-32-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-35-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-46-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-60-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	100-64-52500	28.38
Occupational Health Centers of ...	INV0004382	06/03/2021	DRUG SCREEN	100-30-53610	50.00
James M. Renfro	INV0004383	06/03/2021	BUILDING MAINT	100-99-54200	198.89
Crow-Burlingame	INV0004384	06/03/2021	VEHICLE MAINT	100-30-54350	21.17
Del Zotto Products	INV0004385	06/03/2021	CULVERTS	100-46-59300	819.36
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-10-56000	96.90
Texas Bank and Trust	INV0004386	06/03/2021	WEST 4756	100-10-56100	65.00
Texas Bank and Trust	INV0004386	06/03/2021	WEST 4756	100-10-56800	274.44
Texas Bank and Trust	INV0004386	06/03/2021	BROWN 3874	100-30-56000	55.00
Texas Bank and Trust	INV0004386	06/03/2021	DAVIS 7530	100-30-56550	11.75
Texas Bank and Trust	INV0004386	06/03/2021	FIRE CHEIF 9136	100-35-57200	71.41
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-46-54250	1.81
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-46-54250	62.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-60-52500	28.89
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-60-54250	62.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-60-54250	1.81
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	16.83
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	10.81
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	14.24
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	15.87
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	15.72
Texas Bank and Trust	INV0004386	06/03/2021	CREDIT CARDS	100-99-53130	19.70
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	20.02
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	100-99-53130	16.54
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	100-99-54200	4.88
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	100-10-51500	4.46
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	100-20-51500	1.49
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	100-30-51500	13.40
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	100-60-51500	1.49
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	100-64-51500	1.49
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-10-57200	258.02

Expense Approval Report

Payment Dates: 6/1/2021 - 6/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-15-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-20-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-30-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-32-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-35-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-46-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-60-57200	258.02
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	100-64-57200	258.02
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-10-53200	194.65
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-10-53610	194.65
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-12-53200	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-12-53610	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-20-53200	153.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-20-53610	153.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-30-53200	389.70
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-30-53200	708.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-30-53610	708.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-32-53200	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-32-53610	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-35-53200	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-35-53610	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-64-53200	75.90
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	100-64-53610	75.90
Texas Comptroller of Public Acc...	INV0004387	06/04/2021	PERIOD ENDING 5/31/2021	100-20920	2,545.29
City of Van	INV0004400	06/07/2021	REI PAYROLL GF PPE 6/4/2021	100-22900	37,672.99
Republic Services	0070-003052177	06/10/2021	MAY 2021	100-99-56420	21,806.38
William Boyd Hale	0725	06/10/2021	CITY HALL MAINT	100-99-54200	172.00
East Texas Ice Machines	2049	06/10/2021	ICE MACHINE	100-15-57200	50.00
East Texas Ice Machines	2049	06/10/2021	ICE MACHINE	100-60-57200	87.50
East Texas Ice Machines	2049	06/10/2021	ICE MACHINE	100-64-57200	50.00
Means Home Center	C60711	06/10/2021	PARK EQUIP MAINT	100-60-54250	48.00
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-10-53610	235.25
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-12-53610	235.25
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-15-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-20-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-20-53610	317.50
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-30-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-32-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-35-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-46-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-60-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	100-64-53610	234.64
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-30-54350	10.00
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-30-54350	59.20
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-30-54350	40.00
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-46-52450	352.62
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-46-54350	24.95
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-60-52450	59.03
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	100-60-54350	247.87
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261152902	100-99-54200	-16.13
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	82611569452	100-99-54200	28.45
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261156188	100-99-54200	28.45
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261157276	100-99-54200	28.45
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261158377	100-99-54200	28.45
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261155085	100-99-54200	28.45
Van Zandt County Appraisal Dist...	INV0004414	06/10/2021	2021 COLLECTION 3RD QTR BU...	100-99-53610	1,678.65
Van Zandt County Appraisal Dist...	INV0004414	06/10/2021	2021 APPRAISAL DISTRICT 3RD ...	100-99-53610	4,339.36
Ables-Land, Inc	INV0004415	06/10/2021	OFFICE SUPPLIES	100-10-52250	85.00
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-10-53610	924.59
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-12-53610	924.59

Expense Approval Report

Payment Dates: 6/1/2021 - 6/30/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-15-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-20-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-30-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-32-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-35-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-46-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-60-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	100-64-53610	923.39
TXU Energy	054527773082	06/17/2021	ELECTRIC	100-10-56050	16.19
Perimeter Texas Security	1	06/17/2021	SECURITY ALARM CITY HALL	100-99-53990	1,032.20
Fire Programs	206584	06/17/2021	SUPPORT AND UPGRADE SERVI...	100-30-53200	1,284.50
Fire Programs	206584	06/17/2021	SUPPORT AND UPGRADE SERVI...	100-32-53200	1,284.50
The You Name it Shop	20763	06/17/2021	ENGRAVED PLATES	100-10-52250	14.00
The You Name it Shop	20763	06/17/2021	ENGRAVED PLATES	100-12-52250	35.00
Bloc Design Build	4470	06/17/2021	PUMP AT SPLASH PAD	100-60-54250	1,960.48
East Texas Pool Service	48937-1	06/17/2021	SPLASH PAD	100-60-54250	939.95
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL- ADMIN	100-10-52450	244.43
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL	100-30-52450	-23.41
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL POLICE DEPT	100-30-52450	2,946.90
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL CODE COMPLIANCE	100-32-52450	194.00
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL FIRE DEPT	100-35-52450	230.59
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL PARKS	100-60-52450	285.07
The Flower Connection	7749	06/17/2021	FUNERAL ARRANGEMENT	100-99-56060	110.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-10-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-12-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-15-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-20-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-30-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-32-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-35-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-46-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-60-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	100-64-53610	5.00
Verizon Wireless	9881062287	06/17/2021	903-263-1621 ADMIN CM IPAD	100-10-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-638-4238 ADMIN CS IPAD	100-10-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4335 MAYOR	100-12-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-368-4887 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4916 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4883 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4841 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4912 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4881 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-638-1001 UNIT # 204	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-7110 UNIT # 107	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-6147 UNIT # 105	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-7315 UNIT # 106	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-7121 UNIT # 203	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-638-4241 POLICE ADMIN I...	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-245-3520 POLICE	100-30-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-368-5495 UNIT # 202	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-5502 UNIT # 201	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-6013 UNIT # 750	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-497-6018 UNIT # 108	100-30-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4850 FIRE MARSHAL	100-32-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-569-4075 FIRE MARSHAL	100-32-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-638-1005 PARKS # 1	100-60-56700	23.14
Verizon Wireless	9881062287	06/17/2021	903-638-1289 PARKS # 2	100-60-56700	23.14
MES- Municipal Emergency Serv...	IN1587152	06/17/2021	EQUIP MAINT	100-35-54250	3,514.05
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-10-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-12-56650	11.75

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-15-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-20-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-30-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-386842	100-30-56650	164.10
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-32-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-35-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-46-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-60-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX -394314	100-64-56650	125.88
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	100-64-56650	11.73
City of Van Economic Developm...	INV0004420	06/17/2021	JUNE 2021	100-99-60100	21,898.89
Christus EMS	INV0004423	06/17/2021	MAY 2021	100-99-53270	2,807.00
KSA	INV0004424	06/17/2021	General Engineering	100-10-53610	2,372.50
Van Zandt Newspaper, LLC	INV0004426	06/17/2021	PUBLIC NOTICE REZONING	100-10-53250	118.60
Charles Edward Dintelman	INV0004427	06/17/2021	ELECTIRC	100-99-54200	10,174.46
Pennys Kwik Lube	INV0004428	06/17/2021	VEHICLE MAINT	100-30-54350	76.85
TransUnion Risk and Alternative	INV0004429	06/17/2021	4/1/2021 - 5/31/2021	100-30-53610	150.00
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-10-53610	313.78
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-12-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-15-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-20-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-30-53610	313.78
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-32-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-35-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-46-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-60-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	100-64-53610	313.37
City of Van	INV0004442	06/21/2021	REI PAYROLL GF PPE 6/18/2021	100-22900	36,980.14
Community First National Bank	62029	06/24/2021	BUNKER GEAR 25 SETS	100-35-57120	12,249.47
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-10-53610	64.03
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-12-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-15-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-20-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-30-53610	64.03
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-32-53610	64.03
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-35-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-46-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-60-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	100-64-53610	63.94
Tyler Technologies, Inc.	025-337769	06/24/2021	COMPUTER SOFTWARE	100-10-53610	157.50
TXU Energy	100061840692	06/24/2021	190 VZ CR 1501 FRNT	100-10-56050	267.51
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-10-56050	12.74
TXU Energy	100061840692	06/24/2021	7500922 602 S Oak St	100-10-56050	8.41
TXU Energy	100061840692	06/24/2021	7499806 1002 N Walnut Sirn	100-10-56050	8.41
TXU Energy	100061840692	06/24/2021	8151767 190 VZ CR 1501	100-10-56050	436.93
TXU Energy	100061840692	06/24/2021	6747560 310 Chestnut Dr	100-15-56050	161.60
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-15-56050	12.72
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-20-56050	12.72
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-30-56050	12.72
TXU Energy	100061840692	06/24/2021	3661090 199 S Maple	100-30-56050	20.92
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-32-56050	12.72
TXU Energy	100061840692	06/24/2021	4573747 107 S Maple Ave	100-35-56050	279.71
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-35-56050	12.72
TXU Energy	100061840692	06/24/2021	4573778 107 S Maple Fire Dept	100-35-56050	232.84
TXU Energy	100061840692	06/24/2021	4419898 Street Light 2	100-46-56050	18.98
TXU Energy	100061840692	06/24/2021	4811861 Chestnut Dr Grdl	100-46-56050	41.70
TXU Energy	100061840692	06/24/2021	7549003 304 S Bois D Arc	100-46-56050	89.28
TXU Energy	100061840692	06/24/2021	4419836 Street Light 6	100-46-56050	137.12
TXU Energy	100061840692	06/24/2021	4419805 Street Light 5	100-46-56050	925.30
TXU Energy	100061840692	06/24/2021	8929788 led -055	100-46-56050	1,016.46

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TXU Energy	100061840692	06/24/2021	6000708 Street Light 1	100-46-56050	1,652.04
TXU Energy	100061840692	06/24/2021	4419774 Street Light 4	100-46-56050	607.61
TXU Energy	100061840692	06/24/2021	4419867 Street Light 3	100-46-56050	196.21
TXU Energy	100061840692	06/24/2021	3478662 Van Led 101-140	100-46-56050	336.20
TXU Energy	100061840692	06/24/2021	8605483 337 E Pennsylvania	100-60-56050	166.11
TXU Energy	100061840692	06/24/2021	2727728 1011 Pennsylvania	100-60-56050	714.75
TXU Energy	100061840692	06/24/2021	6623560 Off Chestnut	100-60-56050	139.18
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-60-56050	12.72
TXU Energy	100061840692	06/24/2021	9909325 301 Wyoming	100-60-56050	37.81
TXU Energy	100061840692	06/24/2021	4577312 304 W Main	100-60-56050	8.35
TXU Energy	100061840692	06/24/2021	6747560 310 Chestnut Dr	100-64-56050	161.60
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	100-64-56050	12.72
TXU Energy	100061840692	06/24/2021	6396578 255 W Main	100-99-56425	76.92
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	100-10-56550	24.50
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	100-20-56550	24.50
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	100-30-56550	24.49
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	100-32-56550	24.52
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	100-35-56550	24.49
MC Concrete Construction	1293	06/24/2021	CONCRETE	100-99-54200	11,400.00
That Window Guy	15821	06/24/2021	SUPPLIES	100-99-54200	216.56
The You Name it Shop	20764	06/24/2021	ENGRAVED PLATES	100-12-52500	38.00
All American Party And Tent Re...	INV0004444	06/24/2021	4TH OF JULY EVENT	100-99-53615	2,846.00
Hill Country Revival	INV0004445	06/24/2021	4TH OF JULY EVENT	100-99-53615	2,500.00
Space Walk Of Tyler	INV0004447	06/24/2021	4TH OF JULY EVENT	100-99-53615	2,826.00
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-10-56050	3.20
Centerpoint Energy	INV0004448	06/24/2021	2869657-3 COMM CENTER	100-15-56050	41.51
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-15-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-20-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	2868820-8 POLICE DEPT	100-30-56050	42.17
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-30-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-32-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	2868803-4 FIRE DEPT	100-35-56050	42.17
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-35-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-46-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-60-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6401930091-8 PARK	100-60-56050	42.21
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	100-64-56050	3.19
Interface Security Systems, LLC.	INV0004451	06/24/2021	MAINTENANCE SERVICES	100-99-53990	122.20
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-10-52500	26.11
Texas Bank and Trust	INV0004454	06/24/2021	WEST 4756	100-10-56800	765.50
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-12-52500	26.11
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-15-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-20-52500	26.11
Texas Bank and Trust	INV0004454	06/24/2021	MCGOWAN 7498	100-20-56100	50.00
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-30-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	BROWN 3874	100-30-56010	359.96
Texas Bank and Trust	INV0004454	06/24/2021	BROWN 3874	100-30-56100	158.60
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-32-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-35-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	FIRE CHIEF 9136	100-35-57200	-5.44
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-46-52500	6.20
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-46-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-46-52500	1.04
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-60-52500	6.20
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-60-52500	1.05
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-60-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	HUFF 7480	100-64-52500	503.00
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-64-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-53615	45.90
Texas Bank and Trust	INV0004454	06/24/2021	WEST 4756	100-99-53615	422.13

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Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-54200	161.36
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-54200	85.02
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-54200	26.87
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-54200	7.40
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	100-99-54200	7.48
Misty Stanberry - Tax Assessor	INV0004455	06/24/2021	VEHICLE REG	100-30-54350	7.50
Northwestern Mutual	INV0004456	06/24/2021	LIFE INSURANCE	100-35-51500	362.97
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	100-10-51500	4.28
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	100-20-51500	1.43
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	100-30-51500	12.87
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	100-60-51500	1.43
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	100-64-51500	1.43
Fund 100 - General Fund Total:					250,297.47

Fund: 110 - Economic Development Fund

Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	110-11-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	110-11-56705	48.06
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	110-11-53610	63.94
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	110-11-56050	3.19
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	110-11-52500	26.07
Fund 110 - Economic Development Fund Total:					184.27

Fund: 200 - Hotel Occupancy Tax Fund

31 West Productions -Bob Maul...	INV0004371	06/03/2021	ADVERTISING	200-99-53250	7,200.00
KWJB RADIO	INV0004446	06/24/2021	4TH OF JULY EVENT	200-99-53250	600.00
Fund 200 - Hotel Occupancy Tax Fund Total:					7,800.00

Fund: 415 - Capital Projects

Garrett & Associates General C...	INV0004380	06/03/2021	MCMILLAN PARK	415-99-57132	49,739.24
JDR Contracting, INC	INV0004381	06/03/2021	HICKORY SEWER REPLACEMENT	415-99-57134	10,467.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	415-99-57133	124.98
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	415-99-57133	62.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	415-99-57134	63.18
Terracon Consultants, Inc.	TF15014	06/03/2021	MCMILLAN PARK	415-99-53610	249.00
Underground Utility Supply	INV0004408	06/10/2021	SUPPLIES	415-99-57132	211.68
Underground Utility Supply	INV0004408	06/10/2021	SUPPLIES	415-99-57133	920.69
CORE & MAIN	INV0004409	06/10/2021	SUPPLIES	415-99-57133	872.64
Adams Welding	INV0004416	06/10/2021	FENCE AT MCMILLAN PARK	415-99-57132	10,000.00
MHS Planning & Design, LLC	19-020-19	06/17/2021	MCMILLAN PARK DESIGN	415-99-53610	3,371.74
Gandy Nursery, LLC	2636	06/17/2021	TREES FOR PARK	415-99-57132	3,500.00
Adams Welding	INV0004418	06/17/2021	FENCE AT MCMILLAN PARK	415-99-57132	15,600.00
Garrett & Associates General C...	INV0004422	06/17/2021	MCMILLAN PARK	415-99-57132	40,282.85
KSA	INV0004424	06/17/2021	Wastewater Treatment Plant Inf...	415-99-57131	6,990.00
7-H Construction Company, Inc.	INV0004425	06/17/2021	EAST LIFT STATION CREEK IMP...	415-99-57135	29,136.75
JDR Contracting, INC	INV0004450	06/24/2021	HICKORY SEWER REPLACEMENT	415-99-57134	8,594.02
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	415-99-57132	134.15
Fund 415 - Capital Projects Total:					180,319.92

Fund: 500 - Water / Wastewater Fund

Global/Open Edge	INV0004401	06/02/2021	CREDIT CARDS	500-10-60885	147.79
Global/Open Edge	INV0004401	06/02/2021	CRDEIT CARDS	500-10-60885	653.08
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	500-10-56050	10.93
TXU Energy	054005646080	06/03/2021	9787327 Redbud Pump	500-40-56050	8.89
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	500-40-56050	10.93
TXU Energy	054005646080	06/03/2021	4509949 800 E Pennsylvania	500-40-56050	312.40
TXU Energy	054005646080	06/03/2021	7639058 Chestnut Pole	500-40-56050	55.65
TXU Energy	054005646080	06/03/2021	4514940 237 Waynes Alley	500-40-56050	20.79
TXU Energy	054005646080	06/03/2021	4019854 642 S Bois D Arc	500-40-56050	25.85
TXU Energy	054005646080	06/03/2021	6757728 311 Chestnut Sewr	500-45-56050	8.22
TXU Energy	054005646080	06/03/2021	6587383 359 Hickory	500-45-56050	13.00
TXU Energy	054005646080	06/03/2021	4573840 113 W Main	500-45-56050	10.96
TXU Energy	054005646080	06/03/2021	2739973 902 Parkrow	500-45-56050	2,656.83
TXU Energy	054005646080	06/03/2021	9544938 9615 FM 16 Sewr	500-45-56050	20.19

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TXU Energy	054005646080	06/03/2021	4515436 283 E Pennsylvania	500-45-56050	8.97
TXU Energy	054005646080	06/03/2021	7315803 881 E Main Sewr 2	500-45-56050	98.27
Reliant	111033061693	06/03/2021	15573664 642 S BOIS D ARC W...	500-40-56050	198.32
Brynda Pool	185978	06/03/2021	CLEANING -WATER	500-99-53810	390.00
William Boyd Hale	209	06/03/2021	CITY HALL MAINT	500-99-54200	507.50
Texas Excavation Safety System,...	21-12623	06/03/2021	VANTX01	500-40-53610	18.05
Texas Excavation Safety System,...	21-12623	06/03/2021	VANTX01	500-45-53610	18.05
Bryan Summerville	2122	06/03/2021	CITY HALL FLOOR	500-99-54200	12,437.50
Matheson Tri-Gas Inc	23629736	06/03/2021	SUPPLIES	500-40-54250	24.96
Sword Co.	272082	06/03/2021	HARDWARE FOR CLINIC	500-99-54200	466.00
Mobile Communications Servic...	52123542	06/03/2021	VEHICLE MAINT	500-10-54350	100.50
Texas Cell Net Inc.	72908	06/03/2021	PUBLIC WORKS	500-10-56705	24.98
Texas Cell Net Inc.	72908	06/03/2021	PUBLIC WORKS	500-40-56705	24.99
Texas Cell Net Inc.	72908	06/03/2021	PUBLIC WORKS	500-45-56705	24.98
Ana-Lab	A0518579	06/03/2021	LABS FOR MAY	500-40-56400	110.00
Ana-Lab	A0518579	06/03/2021	LABS FOR MAY	500-45-56400	669.00
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	500-10-56700	43.01
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	500-10-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	500-40-56700	43.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	500-40-56705	48.06
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	TELEPHONE	500-45-56700	42.99
Peoples Telephone Cooperative,...	INV0004372	06/03/2021	INTERNET SERVICE	500-45-56705	48.10
East Texas BPAT	INV0004373	06/03/2021	RPZ TEST ON WWTP	500-45-54510	200.00
Wood County Electric	INV0004375	06/03/2021	SOUTH WATERWELL # 1 - 5365...	500-40-56050	2,793.97
Wood County Electric	INV0004375	06/03/2021	NORTH WATER WELL # 2 - 5365...	500-40-56050	1,256.78
Wood County Electric	INV0004375	06/03/2021	3-PHASE WELL -5365004	500-40-56050	469.51
Johnson Lab & Supply Inc.	INV0004376	06/03/2021	240782-000	500-40-52950	110.00
Johnson Lab & Supply Inc.	INV0004376	06/03/2021	240939-000	500-40-52950	585.43
Johnson Lab & Supply Inc.	INV0004376	06/03/2021	240939-000	500-45-52950	585.43
Johnson Lab & Supply Inc.	INV0004376	06/03/2021	240782-000	500-45-52950	110.00
Interface Security Systems, LLC.	INV0004377	06/03/2021	MAINTENANCE SERVICES	500-99-53990	122.20
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	500-10-52500	28.38
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	500-40-52500	28.35
JP Gould Baxter - Longview	INV0004379	06/03/2021	SUPPLIES	500-40-52500	28.41
Occupational Health Centers of ...	INV0004382	06/03/2021	DRUG SCREEN	500-40-53610	174.00
James M. Renfro	INV0004383	06/03/2021	BUILDING MAINT	500-99-54200	198.89
Crow-Burlingame	INV0004384	06/03/2021	VEHICLE MAINT	500-40-54350	41.40
Del Zotto Products	INV0004385	06/03/2021	MANHOLES	500-45-54500	4,677.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-40-54250	62.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-40-54250	1.81
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-40-56010	49.99
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-45-54250	1.82
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-45-54250	62.00
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-45-54510	208.02
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	5.61
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	10.81
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	15.72
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	15.87
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	16.54
Texas Bank and Trust	INV0004386	06/03/2021	CREDIT CARDS	500-99-53130	19.70
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	14.25
Texas Bank and Trust	INV0004386	06/03/2021	HUFF 7480	500-99-53130	20.03
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-99-54200	4.87
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-99-56060	24.99
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-99-56060	256.40
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-99-56060	258.48
Texas Bank and Trust	INV0004386	06/03/2021	JOHNSON 9722	500-99-56060	89.99
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	500-10-51500	2.98
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	500-40-51500	7.45
Deer Oaks EAP Services LLC	PCOV21-05	06/03/2021	MAY EAP SERVICE	500-45-51500	1.49

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	500-10-57200	258.04
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	500-40-57200	1,290.12
Cynergy Technology	TY56995	06/03/2021	EQUIPMENT	500-45-57200	1,290.12
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-10-53200	194.65
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-10-53610	194.65
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-40-53200	159.15
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-40-53610	159.15
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-45-53200	83.65
Cynergy Technology	TY57057	06/03/2021	MONTHLY BILLING FOR JUNE	500-45-53610	83.65
City of Van	INV0004400	06/07/2021	REI PAYROLL W S PPE 6/4/2021	500-22900	17,670.91
William Boyd Hale	0725	06/10/2021	CITY HALL MAINT	500-99-54200	172.00
East Texas Ice Machines	2049	06/10/2021	ICE MACHINE	500-40-57200	87.50
Phillip Christopher Berry	INV0004402	06/10/2021	Easement Agreement for Utiliti...	500-40-57120	2,156.00
Susan Jean Clark Berry	INV0004403	06/10/2021	Easement Agreement For Utiliti...	500-40-57120	43,907.50
Jennifer L Colier	INV0004404	06/10/2021	Easement Agreement for Utiliti...	500-40-57120	21,953.75
Stephanie Lynn Walden	INV0004405	06/10/2021	Easement Agreement for Utiliti...	500-40-57120	21,953.75
Frontier Communications	INV0004406	06/10/2021	210-188-1570-102104-5 106 Cl...	500-40-56700	102.76
Frontier Communications	INV0004406	06/10/2021	903-963-5360-110104-5 SEWR L...	500-40-56700	64.38
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	500-10-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	500-40-53610	234.64
Blake Armstrong, PC	INV0004407	06/10/2021	ATTORNEY FEES	500-45-53610	234.35
Underground Utility Supply	INV0004408	06/10/2021	SUPPLIES	500-40-54420	1,095.12
Underground Utility Supply	INV0004408	06/10/2021	SUPPLIES	500-45-54500	1,240.00
CORE & MAIN	INV0004409	06/10/2021	SUPPLIES	500-45-54500	1,070.71
CORE & MAIN	INV0004409	06/10/2021	SUPPLIES	500-45-54500	7,163.82
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	500-40-52450	506.70
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	500-40-54250	290.90
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	500-40-54350	289.59
Goode's Texaco	INV0004410	06/10/2021	VEHICLE MAINT	500-45-52450	59.03
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261155081	500-40-56010	102.96
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261158373	500-40-56010	97.67
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261157272	500-40-56010	87.93
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261156184	500-40-56010	87.46
UniFirst Corp. Attention: Accou...	INV0004412	06/10/2021	8261159448	500-40-56010	81.13
Dataprose LLC	INV0004413	06/10/2021	BILL PERIOD 5/1/2021 - 5/31/2...	500-10-56550	1,347.16
Powerplan	INV0004417	06/10/2021	DOGGETT	500-40-54250	696.12
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	500-10-53610	923.39
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	500-40-53610	924.59
Cynergy Technology	TY57199	06/10/2021	PROFESSIONAL SERVICES	500-45-53610	923.37
Perimeter Texas Security	1	06/17/2021	SECURITY ALARM CITY HALL	500-99-53990	1,032.20
Mickey's	13778	06/17/2021	VEHICLE MAINT	500-40-54350	390.00
Ray Renewables LLC	21-0610	06/17/2021	FLOW METER CALIBRATION	500-45-54510	411.00
Weisinger Incorporated	30859	06/17/2021	WELL # 4	500-40-54600	101,527.00
Ron Nalls	563074	06/17/2021	EQUIP MAINT	500-40-54250	100.00
Ron Nalls	563074	06/17/2021	EQUIP MAINT	500-45-54250	100.00
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL WATER DEPT	500-40-52450	1,044.35
WEX BANK - ExxonMobil Fleet ...	72358801	06/17/2021	FUEL WASTE WATER	500-45-52450	4.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	500-10-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	500-40-53610	5.00
Ark-La-Tex Shredding Company, ..	935501	06/17/2021	SHRED DESTRUCTION	500-45-53610	5.00
Verizon Wireless	9881062287	06/17/2021	903-574-5543 PW ADMIN	500-10-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-638-4239 PW ADMIN IPAD	500-10-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-368-4872 PW GIS IPAD	500-10-56700	37.99
Verizon Wireless	9881062287	06/17/2021	903-638-1146 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9881062287	06/17/2021	903-638-1190 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9881062287	06/17/2021	903-638-5106 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9881062287	06/17/2021	903-574-4646 PUBLIC WORKS #...	500-40-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-574-5541 PUBLIC WORKS #...	500-40-56700	23.14
Verizon Wireless	9881062287	06/17/2021	903-368-1013 WATER #3	500-40-56700	23.14
Verizon Wireless	9881062287	06/17/2021	903-638-5522 WATER IPAD	500-40-56700	17.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Verizon Wireless	9881062287	06/17/2021	903-638-9517 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9881062287	06/17/2021	903-638-1699 WATER DEPART...	500-40-56700	40.26
Verizon Wireless	9881062287	06/17/2021	903-574-5539 PUBLIC WORKS #...	500-40-56700	23.14
Verizon Wireless	9881062287	06/17/2021	903-368-4817 WASTEWATER # 2	500-45-56700	-23.14
Verizon Wireless	9881062287	06/17/2021	903-574-5542 WASTEWATER # 1	500-45-56700	23.14
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	500-10-56650	11.75
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	500-40-56650	11.73
Xerox Corporation	INV0004419	06/17/2021	3TX-389176	500-45-56650	11.78
JDR Contracting, INC	INV0004421	06/17/2021	TAP, MANHOLE, BORE	500-40-54420	2,640.00
JDR Contracting, INC	INV0004421	06/17/2021	TAP, MANHOLE, BORE	500-45-54500	1,500.00
Van Zandt Newspaper, LLC	INV0004426	06/17/2021	TCEQ	500-40-53250	205.75
Van Zandt Newspaper, LLC	INV0004426	06/17/2021	TCEQ	500-45-53250	205.75
Charles Edward Dintelman	INV0004427	06/17/2021	ELECTIRC	500-99-54200	10,174.45
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	500-10-53610	313.37
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	500-40-53610	313.78
Cynergy Technology	TY57201	06/17/2021	PROFESSIONAL SERVICES	500-45-53610	313.33
City of Van	INV0004442	06/21/2021	REI PAYROLL W S PPE 6/18/20...	500-22900	17,921.77
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	500-10-53610	63.94
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	500-40-53610	64.03
Municode	00360341	06/24/2021	SUPPLEMENT PAGES	500-45-53610	63.95
Tyler Technologies, Inc.	025-337769	06/24/2021	COMPUTER SOFTWARE	500-10-53610	157.50
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	500-10-56050	12.72
TXU Energy	100061840692	06/24/2021	4514940 237 Waynes Alley	500-40-56050	18.77
TXU Energy	100061840692	06/24/2021	9787327 153 Redbud Pump	500-40-56050	9.03
TXU Energy	100061840692	06/24/2021	4509949 800 E Pennsylvania	500-40-56050	309.07
TXU Energy	100061840692	06/24/2021	4019854 642 S Bois D Arc	500-40-56050	25.72
TXU Energy	100061840692	06/24/2021	7639058 Chestnut Pole	500-40-56050	31.01
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	500-40-56050	12.72
TXU Energy	100061840692	06/24/2021	4515436 283 E Pennsylvania	500-45-56050	8.82
TXU Energy	100061840692	06/24/2021	6757728 311 Chestnut Sewr	500-45-56050	8.22
TXU Energy	100061840692	06/24/2021	9544938 9615 FM 16 Sewr	500-45-56050	21.05
TXU Energy	100061840692	06/24/2021	7315803 881 E Main Sewr 2	500-45-56050	85.88
TXU Energy	100061840692	06/24/2021	4573840 113 W Main	500-45-56050	12.73
TXU Energy	100061840692	06/24/2021	6587383 359 Hickory	500-45-56050	12.05
TXU Energy	100061840692	06/24/2021	2739973 902 Parkrow	500-45-56050	2,718.20
Pitney Bowes Reserve Account	1018325323	06/24/2021	POSTAGE	500-10-56550	24.50
MC Concrete Construction	1293	06/24/2021	CONCRETE	500-99-54200	11,400.00
That Window Guy	15821	06/24/2021	SUPPLIES	500-99-54200	216.56
JDR Contracting, INC	604	06/24/2021	HICKORY STREET	500-45-54500	2,000.00
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	500-10-56050	3.19
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	500-40-56050	3.20
Centerpoint Energy	INV0004448	06/24/2021	6400233473-4 CITY HALL	500-45-56050	3.21
Bloc Design Build	INV0004449	06/24/2021	SCADA	500-40-54420	488.00
Bloc Design Build	INV0004449	06/24/2021	HICKORY LIFT STATION	500-45-54500	1,610.58
Interface Security Systems, LLC.	INV0004451	06/24/2021	MAINTENANCE SERVICES	500-99-53990	122.20
Landaverde's Welding	INV0004452	06/24/2021	MOON HILL PUMP STATION	500-40-54420	1,931.25
Landaverde's Welding	INV0004452	06/24/2021	MOON HILL PUMP STATION	500-40-54550	1,931.25
Landaverde's Welding	INV0004452	06/24/2021	MOON HILL PUMP STATION	500-40-54560	1,931.25
Landaverde's Welding	INV0004452	06/24/2021	MOON HILL PUMP STATION	500-40-54600	1,931.25
Charles Edward Dintelman	INV0004453	06/24/2021	ELECTRIC	500-40-54560	118.65
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-10-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-52500	6.20
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-52500	26.07
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-52500	1.04
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-54420	12.00
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-54420	9.74
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-40-54600	79.26
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-45-52500	1.04
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-45-52500	26.15
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-45-52500	6.20

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-45-56100	350.00
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-99-54200	26.87
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-99-54200	161.36
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-99-54200	7.40
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-99-54200	7.49
Texas Bank and Trust	INV0004454	06/24/2021	JOHNSON 9722	500-99-54200	85.01
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	500-10-51500	2.86
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	500-40-51500	7.15
Deer Oaks EAP Services LLC	PCOV21-06	06/24/2021	JUNE EAP SERVICE	500-45-51500	1.43
Fund 500 - Water / Wastewater Fund Total:					328,176.47

Fund: 900 - Payroll Fund

TML - IEBP	INV0004307	05/10/2021	Payroll AD & D -TML	900-20400	4.80
Colonial Life Insurance	INV0004308	05/10/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004309	05/10/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004310	05/10/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004311	05/10/2021	Payroll Health Insurance TML	900-20150	8,252.91
TML - IEBP	INV0004312	05/10/2021	Payroll-Life Insurance- TML	900-20400	24.84
TML - IEBP	INV0004313	05/10/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004314	05/10/2021	Payroll - TMRS	900-21600	5,188.59
TML - IEBP	INV0004348	05/24/2021	Payroll AD & D -TML	900-20400	4.80
Colonial Life Insurance	INV0004349	05/24/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004350	05/24/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004351	05/24/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004352	05/24/2021	Payroll Health Insurance TML	900-20150	8,252.92
TML - IEBP	INV0004353	05/24/2021	Payroll-Life Insurance- TML	900-20400	24.84
TML - IEBP	INV0004354	05/24/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004355	05/24/2021	Payroll - TMRS	900-21600	5,339.31
IRS 941	INV0004396	06/07/2021	Medicare	900-20115	1,152.90
IRS 941	INV0004397	06/07/2021	Social Security	900-20120	4,929.86
Texas Workforce Commission	INV0004398	06/07/2021	SUTA	900-20140	29.64
IRS 941	INV0004399	06/07/2021	Federal Withholding	900-20110	2,912.71
IRS 941	INV0004438	06/21/2021	Medicare	900-20115	1,139.84
IRS 941	INV0004439	06/21/2021	Social Security	900-20120	4,873.76
Texas Workforce Commission	INV0004440	06/21/2021	SUTA	900-20140	38.96
IRS 941	INV0004441	06/21/2021	Federal Withholding	900-20110	2,791.77
Fund 900 - Payroll Fund Total:					46,344.97

Grand Total:	813,123.10
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Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	250,297.47
110 - Economic Development Fund	184.27
200 - Hotel Occupancy Tax Fund	7,800.00
415 - Capital Projects	180,319.92
500 - Water / Wastewater Fund	328,176.47
900 - Payroll Fund	46,344.97
Grand Total:	813,123.10

Account Summary

Account Number	Account Name	Payment Amount
100-10-51500	Benefits-Health, Dental,Vi...	8.74
100-10-52250	Office Supplies	99.00
100-10-52450	Fuel	244.43
100-10-52500	Supplies	54.52
100-10-53200	Computer Software & Equ...	194.65
100-10-53250	Advertising/Publications	118.60
100-10-53610	Professional Services or F...	4,267.30
100-10-56000	Dues and Subscriptions	96.90
100-10-56050	Utilities	1,067.02
100-10-56100	Training/Education	65.00
100-10-56550	Postage	24.50
100-10-56650	Copier Lease	11.73
100-10-56700	Telephone / Cellular Servi...	239.04
100-10-56705	Internet Service	48.12
100-10-56800	Travel/Lodging/Meals	1,039.94
100-10-57200	Equipment	258.02
100-10-60885	Credit Card Payment Proc...	88.98
100-12-51901	City Council Stipend	300.00
100-12-52250	Office Supplies	35.00
100-12-52500	Supplies	92.49
100-12-53200	Computer Software & Equ...	75.90
100-12-53610	Professional Services or F...	1,618.05
100-12-56650	Copier Lease	11.75
100-12-56700	Telephone / Cellular Servi...	311.21
100-12-56705	Internet Service	48.06
100-15-52500	Supplies	54.45
100-15-53610	Professional Services or F...	1,540.34
100-15-56050	Utilities	346.36
100-15-56650	Copier Lease	11.73
100-15-56700	Telephone / Cellular Servi...	43.01
100-15-56705	Internet Service	48.06
100-15-57200	Equipment	308.02
100-20-51500	Benefits-Health, Dental,Vi...	2.92
100-20-52500	Supplies	54.49
100-20-53200	Computer Software & Equ...	153.90
100-20-53610	Professional Services or F...	2,011.74
100-20-56050	Utilities	26.84
100-20-56100	Training/Education	50.00
100-20-56550	Postage	24.50
100-20-56650	Copier Lease	11.73
100-20-56700	Telephone / Cellular Servi...	43.01
100-20-56705	Internet Service	48.12
100-20-57200	Equipment	258.02
100-20920	Sales Tax Payable - Garba...	2,545.29
100-22900	DUE TO PAYROLL	74,653.13
100-30-51500	Benefits-Health, Dental,Vi...	26.27
100-30-52450	Fuel	2,923.49

Account Summary

Account Number	Account Name	Payment Amount
100-30-52500	Supplies	54.48
100-30-53200	Computer Software & Equ...	2,383.10
100-30-53350	Animal Control	30.00
100-30-53610	Professional Services or F...	2,449.74
100-30-54350	Vehicle – Maint & Repairs	214.72
100-30-56000	Dues and Subscriptions	55.00
100-30-56010	Uniform & Clothing	359.96
100-30-56050	Utilities	130.22
100-30-56100	Training/Education	196.60
100-30-56550	Postage	36.24
100-30-56650	Copier Lease	175.83
100-30-56700	Telephone / Cellular Servi...	523.22
100-30-56705	Internet Service	48.06
100-30-57200	Equipment	258.02
100-32-52450	Fuel	194.00
100-32-52500	Supplies	54.45
100-32-53200	Computer Software & Equ...	1,360.40
100-32-53610	Professional Services or F...	1,616.33
100-32-56050	Utilities	26.84
100-32-56550	Postage	24.52
100-32-56650	Copier Lease	11.73
100-32-56700	Telephone / Cellular Servi...	121.26
100-32-56705	Internet Service	48.06
100-32-57200	Equipment	258.02
100-35-51500	Benefits-Health, Dental,Vi...	542.97
100-35-52450	Fuel	230.59
100-35-52500	Supplies	54.45
100-35-53200	Computer Software & Equ...	75.90
100-35-53610	Professional Services or F...	1,616.24
100-35-54250	Equipment – Maint & Rep...	3,514.05
100-35-56050	Utilities	1,018.85
100-35-56550	Postage	24.49
100-35-56650	Copier Lease	11.73
100-35-56700	Telephone / Cellular Servi...	43.01
100-35-56705	Internet Service	48.06
100-35-57120	Capital Project/Equipment..	12,249.47
100-35-57200	Equipment	323.99
100-46-52450	Fuel	352.62
100-46-52500	Supplies	61.69
100-46-53610	Professional Services or F...	1,558.39
100-46-54250	Equipment – Maint & Rep...	63.81
100-46-54350	Vehicle – Maint & Repairs	24.95
100-46-56050	Utilities	10,133.15
100-46-56650	Copier Lease	11.73
100-46-57200	Equipment	258.02
100-46-59300	Street Culverts	819.36
100-60-51500	Benefits-Health, Dental,Vi...	2.92
100-60-52450	Fuel	344.10
100-60-52500	Supplies	90.59
100-60-53610	Professional Services or F...	1,540.34
100-60-54250	Equipment – Maint & Rep...	3,012.24
100-60-54350	Vehicle – Maint & Repairs	247.87
100-60-56050	Utilities	2,495.16
100-60-56650	Copier Lease	11.73
100-60-56700	Telephone / Cellular Servi...	89.29
100-60-56705	Internet Service	48.06
100-60-57200	Equipment	345.52
100-64-51500	Benefits-Health, Dental,Vi...	2.92

Account Summary

Account Number	Account Name	Payment Amount
100-64-52500	Supplies	557.45
100-64-53200	Computer Software & Equ...	75.90
100-64-53610	Professional Services or F...	1,616.24
100-64-56050	Utilities	304.85
100-64-56650	Copier Lease	137.61
100-64-56700	Telephone / Cellular Servi...	43.01
100-64-56705	Internet Service	48.12
100-64-57200	Equipment	308.02
100-99-53130	Election Expense	129.73
100-99-53270	Ambulance Membership ...	2,807.00
100-99-53610	Professional Services or F...	6,018.01
100-99-53615	Promotional Events & Tra...	9,140.03
100-99-53810	Janitorial Service	390.00
100-99-53990	Security Cameras / Alarm	1,276.60
100-99-54200	Building & Grounds Maint...	35,992.04
100-99-56060	Employee Recognition Ex...	110.00
100-99-56420	Garbage Service Expense	21,806.38
100-99-56425	EDC Expense to be Reimb...	134.16
100-99-60100	Sales Tax Due to EDC	21,898.89
110-11-52500	Supplies	26.07
110-11-53610	Professional Services or F...	63.94
110-11-56050	Utilities	3.19
110-11-56700	Telephone / Cellular Servi...	43.01
110-11-56705	Internet Service	48.06
200-99-53250	Advertising/Publications	7,800.00
415-99-53610	Professional Services or F...	3,620.74
415-99-57131	Wastewater Plant Improv...	6,990.00
415-99-57132	Park Improvements	119,467.92
415-99-57133	Street / Road Project	1,980.31
415-99-57134	Hickory Street Sewer Proj...	19,124.20
415-99-57135	East Lift Station Project	29,136.75
500-10-51500	Benefits-Health, Dental,Vi...	5.84
500-10-52500	Supplies	54.45
500-10-53200	Computer Software & Equ...	194.65
500-10-53610	Professional Services or F...	1,892.49
500-10-54350	Vehicle – Maint & Repairs	100.50
500-10-56050	Utilities	26.84
500-10-56550	Postage	1,371.66
500-10-56650	Copier Lease	11.75
500-10-56700	Telephone / Cellular Servi...	159.25
500-10-56705	Internet Service	73.04
500-10-57200	Equipment	258.04
500-10-60885	Credit Card Payment Proc...	800.87
500-22900	DUE TO PAYROLL	35,592.68
500-40-51500	Benefits-Health, Dental,Vi...	14.60
500-40-52450	Fuel	1,551.05
500-40-52500	Supplies	90.07
500-40-52950	Chemicals	695.43
500-40-53200	Computer Software & Equ...	159.15
500-40-53250	Advertising/Publications	205.75
500-40-53610	Professional Services or F...	1,893.24
500-40-54250	Equipment – Maint & Rep...	1,175.79
500-40-54350	Vehicle – Maint & Repairs	720.99
500-40-54420	Maint & Repairs - Distribu...	6,176.11
500-40-54550	Maint & Repairs - Ground...	1,931.25
500-40-54560	Maint & Repairs - Elevated..	2,049.90
500-40-54600	Maint & Repairs - Water ...	103,537.51
500-40-56010	Uniform & Clothing	507.14

Account Summary

Account Number	Account Name	Payment Amount
500-40-56050	Utilities	5,562.61
500-40-56400	Permits, License and Lab...	110.00
500-40-56650	Copier Lease	11.73
500-40-56700	Telephone / Cellular Servi...	445.14
500-40-56705	Internet Service	73.05
500-40-57120	Capital Project/Equipment..	89,971.00
500-40-57200	Equipment	1,377.62
500-45-51500	Benefits-Health, Dental,Vi...	2.92
500-45-52450	Fuel	63.03
500-45-52500	Supplies	33.39
500-45-52950	Chemicals	695.43
500-45-53200	Computer Software & Equ...	83.65
500-45-53250	Advertising/Publications	205.75
500-45-53610	Professional Services or F...	1,641.70
500-45-54250	Equipment – Maint & Rep...	163.82
500-45-54500	Maint & Repairs - Sewer S...	19,262.11
500-45-54510	Maint & Repairs - WWTP	819.02
500-45-56050	Utilities	5,686.60
500-45-56100	Training/Education	350.00
500-45-56400	Permits, License and Lab...	669.00
500-45-56650	Copier Lease	11.78
500-45-56700	Telephone / Cellular Servi...	42.99
500-45-56705	Internet Service	73.08
500-45-57200	Equipment	1,290.12
500-99-53130	Election Expense	118.53
500-99-53810	Janitorial Service	390.00
500-99-53990	Security Cameras / Alarm	1,276.60
500-99-54200	Building & Grounds Maint...	35,865.90
500-99-56060	Employee Recognition Ex...	629.86
900-20110	Federal Withholding	5,704.48
900-20115	Medicare Withholding	2,292.74
900-20120	Social Security	9,803.62
900-20140	Texas Unemployment	68.60
900-20150	TML - Health Insurance	17,629.13
900-20400	Life Insurance AD & D	59.28
900-20515	Colonial	259.22
900-21600	TMRS-Liability	10,527.90
Grand Total:		813,123.10

Project Account Summary

Project Account Key	Payment Amount
None	813,123.10
Grand Total:	813,123.10



BL ACCT 00100928-10000000
CITY OF VAN
Account Number: ##### 0514
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SCORECARD

Bonus Points
Available
137,334

Account Summary

Billing Cycle		06/13/2021
Days In Billing Cycle		31
Previous Balance		\$2,354.68
Purchases	+	\$3,860.65
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$105.44
Payments	-	\$2,254.68
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$3,855.21

Credit Summary

Total Credit Line	\$32,500.00
Available Credit Line	\$28,644.79
Available Cash	\$28,644.79
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries



Call us at: (866) 317-0355
Lost or Stolen Card: (866) 839-3485



Go to www.texasbankandtrust.com



Write us at PO BOX 31535, TAMPA, FL 33631-3535

Payment Summary

NEW BALANCE \$3,855.21

MINIMUM PAYMENT \$135.00

PAYMENT DUE DATE 07/07/2021

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Corporate Activity

TOTAL CORPORATE ACTIVITY \$2,254.68-

Trans Date	Post Date	Reference Number	Transaction Description	Amount
06/04	06/04	BL ACCT	PAYMENT - THANK YOU	\$2,254.68-

Cardholder Account Summary

SERCA D HUFF ##### 7480	Payments & Other Credits \$0.00	Purchases & Other Charges \$503.00	Cash Advances \$0.00	Total Activity \$503.00
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/07	06/09	PBUS01	24325451159900016106570	DEMCO INC 800-9624463 WI	\$503.00

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW UP TO 7 DAYS FOR RECEIPT

TEXAS BANK AND TRUST
PO BOX 3162
LONGVIEW TX 75606-3162



Account Number

0514

Check box to indicate
name/address change ☐
on back of this coupon

AMOUNT OF PAYMENT ENCLOSED

Closing Date

06/13/21

New Balance

\$3,855.21

Total Minimum
Payment Due

\$135.00

Payment Due Date

07/07/21

\$

BL ACCT 00100928-10000000
CITY OF VAN
P O BOX 487
VAN TX 75790-0487



MAKE CHECK PAYABLE TO:



VISA
PO BOX 6818
CAROL STREAM IL 60197-6818

Finance Charge Calculation Methods and Computation of Average Daily Balance Subject to Finance Charge: The Finance Charge Calculation Method applicable to your account for Cash Advances and Credit Purchases of goods and services that you obtain through the use of your card is specified on the front side of this statement and explained below:

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of your account. To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day and subtract any payments, credits, non-accruing fees, and unpaid finance charges. We do not add in any new purchases or cash advances. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Method G - Average Daily Balance (including current transactions): To avoid incurring an additional Finance Charge on the balance of purchases (and cash advances, if Method G is specified as applicable to cash advances) reflected on your monthly statement and, on any new purchases (and if applicable, cash advances) appearing on your next monthly statement, you must pay the New Balance, shown on your monthly statement, on or before the Payment Due Date. The grace period for the New Balance of purchases extends to the Payment Due Date.

The Finance Charges for a billing cycle are computed by applying the Periodic Rate to the "average daily balance" of purchases (and if applicable, cash advances). To get the average daily balance, we take the beginning balance of your account each day, add any new purchases or cash advances, and subtract any payments, credits, non-accruing fees, and unpaid finance charges. This gives us the daily balance. Then we add up all the daily balances for the billing cycle and divide the total by the number of days in the billing cycle.

Payment Crediting and Credit Balance: Payments received at the location specified on the front of the statement after the phrase "MAKE CHECK PAYABLE TO" will be credited to the account specified on the payment coupon as of the date of receipt. Payments received at a different location or payments that do not conform to the requirements set forth on or with the periodic statement (e.g. missing payment stub, payment envelope other than as provided with your statement, multiple checks or multiple coupons in the same envelope) may be subject to delay in crediting, but shall be credited within five days of receipt. If there is a credit balance due on your account, you may request in writing, a full refund. Submit your request to the Account Inquiries address on the front of this statement.

By sending your check, you are authorizing the use of the information on your check to make a one-time electronic debit from the account on which the check is drawn. This electronic debit, which may be posted to your account as early as the date your check is received, will be only for the amount of your check. The original check will be destroyed and we will retain the image in our records. If you have questions please call the customer service number on the front of this billing statement.

Closing Date: The closing date is the last day of the billing cycle; all transactions received after the closing date will appear on your next statement.

Annual Fee: If your account has been assessed an annual fee, you may avoid paying this annual fee by sending written notification of termination within 30 days following the mailing date of this bill. Submit your request to the Account Inquiries address on the front of this statement. You may use your card(s) during this 30 day period but immediately thereafter must send your card(s), which you have cut in half, to this same address.

Negative Credit Reports: You are hereby notified that a negative credit report reflecting on your credit record may be submitted to a credit reporting agency if you fail to fulfill the terms of your credit obligations.

BILLING RIGHTS SUMMARY

In Case of Errors or Inquiries About Your Bill: If you suspect there is an error on your account or you need information about a transaction on your bill, send your written inquiry to the Account Inquiries address on the front of this statement within 60 days of the date of the statement containing the transaction in question. You may telephone us, however a written request is required to preserve your rights.

In your letter, give us the following information:

- ◆ Your name and account number.
- ◆ The dollar amount of the suspected error.
- ◆ Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

Please provide a legal document evidencing your name change, such as a court document.
Please use blue or black ink to complete form

NAME CHANGE

Last

First

Middle

ADDRESS CHANGE

Street

City

State

ZIP Code

Home Phone ()

Business Phone ()

Cell Phone ()

E-mail Address

SIGNATURE REQUIRED

TO AUTHORIZE CHANGES Signature _____



BL ACCT 00100928-10000000
CITY OF VAN
Account Number: ##### 0514
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Cardholder Account Summary					
JULIE ANN MCGOWAN #### #### 7498		Payments & Other Credits \$0.00	Purchases & Other Charges \$50.00	Cash Advances \$0.00	Total Activity \$50.00
Cardholder Account Detail					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/03	06/06	PBUS01	24202981155030035316352	TEXAS MUNICIPAL COURTS ED 512-320-8274 TX	\$50.00

Cardholder Account Summary						
JOHN H BROWN #### #### 3874			Payments & Other Credits \$0.00	Purchases & Other Charges \$518.56	Cash Advances \$0.00	Total Activity \$518.56
Cardholder Account Detail						
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount	
05/14	05/16	PBUS01	24071051134627184512685	ELITE K9 INC 2 270-5545515 KY	\$158.60	
05/28	05/30	PBUS01	24492151148852663366030	JG UNIFORMS 773-545-4644 IL	\$359.96	

Cardholder Account Summary						
CHARLES G WEST #### #### 4756			Payments & Other Credits \$0.00	Purchases & Other Charges \$1,187.63	Cash Advances \$0.00	Total Activity \$1,187.63
Cardholder Account Detail						
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount	
05/14	05/16	PBUS01	24226381135400003217082	SAMSClub #8284 TYLER TX	\$422.13	
06/09	06/11	PBUS01	24325451161900012944426	KALAHARI RESORT - TX ROUND ROCK TX	\$765.50	

Cardholder Account Summary						
FIRE CHIEF #### #### 9136			Payments & Other Credits \$5.44-	Purchases & Other Charges \$0.00	Cash Advances \$0.00	Total Activity \$5.44-
Cardholder Account Detail						
Trans Date	Post Date	Plan Name	Reference Number	Description		Amount
05/21	05/23		74207851141208100356972	CREDIT VOUCHER HILLIARD HARDWARE VAN TX		\$5.44-

Cardholder Account Summary						
KEVIN N JOHNSON #### #### ##9722			Payments & Other Credits \$0.00	Purchases & Other Charges \$1,601.46	Cash Advances \$0.00	Total Activity \$1,601.46
Cardholder Account Detail						
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount	
05/14	05/16	PBUS01	24692161135100439952382	NOR*NORTHRN TOOL EQUIP TYLER TX	\$45.90	
05/17	05/18	PBUS01	24692161138100252984626	LOWES #00463* TYLER TX	\$79.26	
05/17	05/18	PBUS01	24492151137637240586447	SP * ALLPADLOCKS.COM STRIPE.COM PA	\$134.15	
05/18	05/19	PBUS01	24100851138900011733004	SUNCOAST LEARNING SYSTEMS 706-2190077 GA	\$350.00	
05/19	05/20	PBUS01	24207851139202200302431	HILLIARD HARDWARE VAN TX	\$4.17	
05/19	05/20	PBUS01	24692161140100757256583	LOWES #00463* TYLER TX	\$14.97	
05/20	05/21	PBUS01	24207851140205200408873	HILLIARD HARDWARE VAN TX	\$24.80	
05/21	05/23	PBUS01	24207851141208100356308	HILLIARD HARDWARE VAN TX	\$14.80	
05/20	05/23	PBUS01	24137461141500751230474	U-HAULGOODES TEXACO VAN TX	\$53.74	
06/01	06/02	PBUS01	24692161153100117648952	LOWES #01965* LINDALE TX	\$170.03	
06/02	06/03	PBUS01	24207851153203300348093	HILLIARD HARDWARE VAN TX	\$9.74	
06/02	06/03	PBUS01	24207851153203300348101	HILLIARD HARDWARE VAN TX	\$12.00	
06/09	06/11	PBUS01	24073141161900781601521	CARROT TOP INDUSTRIES 919-7326200 NC	\$365.18	

Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/10	06/13	PBUS01	24332391163000017913687	STANDARD SUPPLY - ATHENS 903-6755723 TX	\$322.72

Cardholder Account Summary

JOHN H BROWN #### #### #### 7459	Payments & Other Credits \$100.00-	Purchases & Other Charges \$0.00	Cash Advances \$0.00	Total Activity \$100.00-
-------------------------------------	--	--	-------------------------	-----------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
04/20	06/02	PBUS01	70000001153777153760011	TRFR FRAUD TRANSACTION	\$100.00-

Additional Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.EZCARDINFO.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH EZCARDINFO. ENROLL TODAY!

ScoreCard Bonus Points Information as of 06/11/2021

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	134,931	2,403	0	0	137,334

Finance Charge Summary / Plan Level Information

Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE	G	\$0.00	1.05000%(M)	12.6000%	\$0.00	\$0.00	0.0000%	\$3,855.21
Cash									
CBUS01 001	CASH	A	\$0.00	1.05000%(M)	12.6000%	\$0.00	\$0.00	0.0000%	\$0.00

* Periodic Rate (M)=Monthly (D)=Daily

** includes cash advance and foreign currency fees

¹ FCM = Finance Charge Method

Days In Billing Cycle: 31

APR = Annual Percentage Rate

(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



DATA SHEET
AGENDA ITEM NO. VIII.A.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Re - Zoning application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas

Background:

Re - Zoning application # 156 HP Investments, LLC for R-1 Residential to Commercial, on property located at 719 W. Main legal description - R000020348, 1.313 acres, Abst 616, Sur: H Moore in Van, Texas

Financial Impact:

Recommendation:

Approve

For more information, please contact Charles West, City Administrator at (903) 963-7216.

MAYOR AND CITY COUNCIL

CITY OF VAN, TEXAS

Gentlemen:

We, your Planning and Zoning Commission, pursuant to Public Notice, held a hearing on the Application of #1516 HP Timberlands, LLC for re-zoning certain areas within the City of Van, Texas, OR a special permit for Rezoning, within the City of Van, Texas. Reference is made to this application marked APPLICATION NO. 1516, and filed with the City Secretary on 6-4-2021 for complete information in the matter.

There were present at this hearing, the applicant and 0 interested parties, most of them adjacent or near by property owners.

Of this number present, approved of the (Special Permit) OR (Proposed Zoning Change), and opposed the (Special Permit) OR (Proposed Zoning Change.)

In addition to those present, we have on file an instrument in which opposition to the proposed (Special Permit) OR (Re-zoning) as presented.

There are 4 names signed to this instrument, all (in agreement) OR (opposing) the (Special Permit) OR (re-zoning).

After hearing the comments and considering the rights of all parties concerned, we are of the opinion that the above mentioned (should) OR (should not) be approved, and we so recommend to the City Council.

Dated 6-29-2021

Marcos Dos Santos

Jennifer Hudgens

Pat Hargrave

Lori Thompson

APPLICATION # 1516

Application to the Planning & Zoning Board and the City Council of the City of Van, Texas, to amend, supplement, change, modify, or repeal the regulations, restriction, and/or boundaries established under the terms of the city zoning ordinance:

TO THE PLANNING & ZONING BOARD AND THE CITY COUNCIL OF THE CITY OF VAN, TEXAS

Ladies and Gentlemen:

I hereby make application to the Planning & Zoning Board and the City Council of the City of Van, Texas, for 719 W. Main, Van, Tx. In the regulations of the City Zoning Ordinance from that of Residential District, to Commercial in so far and said Ordinance covers the following area within the limits of the City of Van, Texas:

(SEE ATTACHED FIELD NOTES)

HP Investments LLC
1484 CR 3101
New Boston, TX 75570
903-748-3500 Jimmy Howell

HP Investments, LLC
Bobby Mayne Respectfully Submitted,

Bobby Mayne
Date 6-4-21

Filed 6-4-2021

[Signature]
Managing Member
HP Investments

Field Notes

Being all that certain tract of land situated in the City of Van, County of Van Zandt, State of Texas, a part of the H. V. Moore Survey, Abstract No. 616, being the called 1.313 acre tract conveyed to Bobby Mayne by deed recorded in Volume 2202, Page 226 of the Van Zandt County Official Public Records and being further described as follows:

Beginning at a 1" iron pipe found for corner in the South line West Main Street (F. M. Highway 16) the Northwest corner of said 1.313 acre Mayne Tract and the Northeast corner of a tract conveyed to J. V. Allen by deed recorded in Volume 142, Page 128 of the Van Zandt County Deed Records;

Thence South $87^{\circ}11'25''$ East with said South line (bearing per Vol.2202, Pg.226. V.Z.C.O.P.R.) a distance of 250.81 feet to an 'X' marked in concrete for corner in the intersection with the West line of Poco Lane, the Northeast corner of said 1.313 acres;

Thence South $2^{\circ}14'08''$ West with said West line a distance of 221.41 feet to a 1/2" iron pin set for corner (capped Chaney 4057), the Southeast corner of said 1.313 acres;

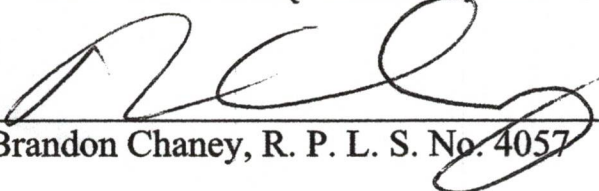
Thence South $89^{\circ}59'34''$ West with the North line of an alley a distance of 251.34 feet to a 1/2" iron pin set for corner (capped Chaney 4057), the Southwest corner of said 1.313 acres;

Thence North $2^{\circ}19'21''$ East (basis of bearing per West line 1.313 acres Vol. 2202, Page 226 Van Zandt County Official Public Records) with said West line and the East line of a tract conveyed to Russell Smith, et al., by deed recorded as Van Zandt County Document No. 2012-001841 at 5.64 feet passing a 5/8" found iron pin for Northeast corner of said Smith Tract continuing with said West line, the East line of a tract conveyed to Ricky Hudspeth by deed recorded as Van Zandt County Document No. 2021-003847 and the East line of said Allen Tract a distance of 233.76 feet to the point of beginning and containing 1.311 acres of land.

To HP Investments LLC:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, & 5 of Table A thereof. The field work was completed on

June 3, 2021.



R. Brandon Chaney, R. P. L. S. No. 4057



RECEIPT

No. 957375

DATE 6/4/2021

FROM

\$150⁰⁰

One hundred & fifty and no

☐ FOR RENT

☒ FOR

Re zoning

prop 719 what
VAN. N 75100

DOLLARS

ACCT.

PAID

DUE

150⁰⁰

☐ CASH

☒ CHECK

☐ MONEY ORDER

☐ CREDIT CARD

FROM

CK # 2509

TO

BY

Justin Caba

A-1152

T-4161

Van Zandt CAD Property Search

Property ID: R000020348 For Year 2021

Map

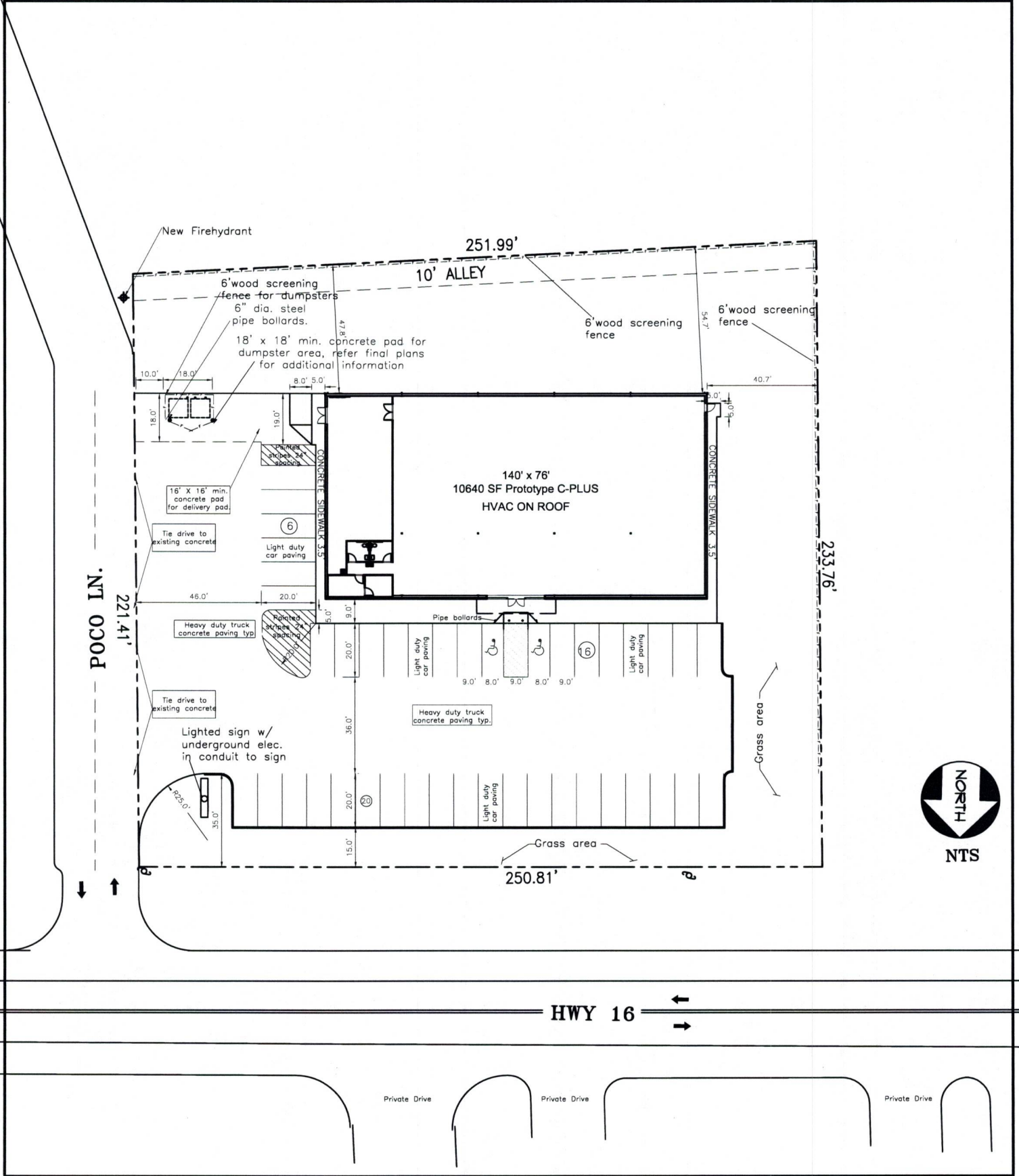


719 W. Main

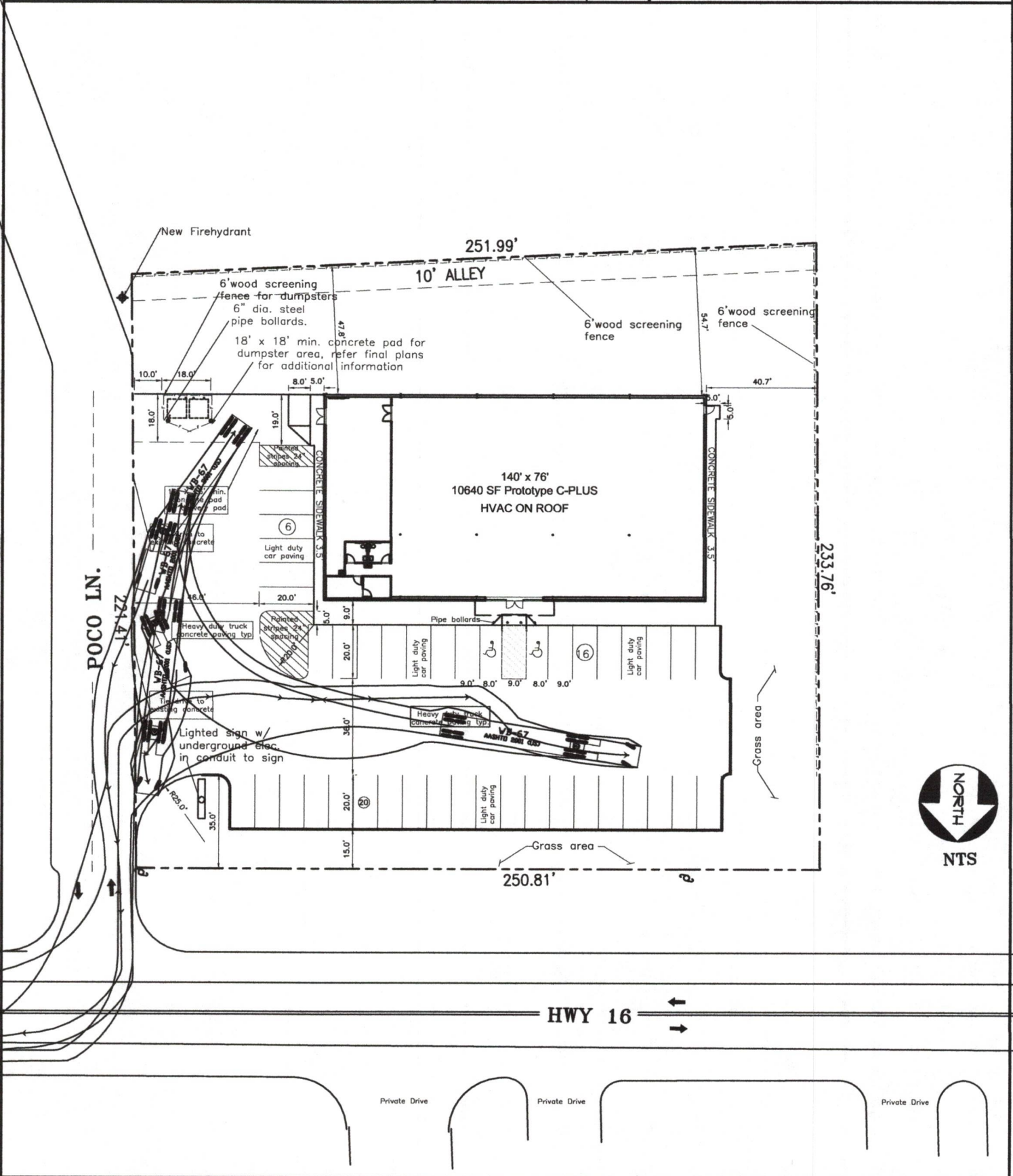
Property Details

Account		
Property ID:	R000020348	
Legal Description:	Acres 1.313, ABST: 616, SUR: H MOORE	
Geographic ID:	064.0616.5380.0000.0000	
Agent:		
Type:	Real	
Location		
Address:	719 W MAIN	
Map ID:	23B	
Neighborhood CD:	R20348	
Owner		
Owner ID:	95062909182736	
Name:	MAYNE BOBBY	
Mailing Address:	PO BOX 543 VAN, TX 75790-0543	
% Ownership:	100.0%	
Exemptions:	For privacy reasons not all exemptions are shown online.	

PRELIMINARY SITE PLAN		VAN TX. HWY 16 AND POCO LN.		
PROTOTYPE:	C	DEVELOPER	DESIGNER	DATE:
BLDG/SALES SF:	10640/8504	COMPANY:	HP INVESTMENTS	COMPANY: ALTECH, INC
ACREAGE:	1.313 ACRES	NAME:	WOODY PRIEST	NAME: A. MONTE
PARKING SPACES:	42	PHONE #:	(903) 276-1735	PHONE #:(903) 832-9076



PRELIMINARY SITE PLAN		VAN TX. HWY 16 AND POCO LN.		
PROTOTYPE:	C	DEVELOPER	DESIGNER	DATE:
BLDG/SALES SF:	10640/8504	COMPANY:	HP INVESTMENTS	COMPANY: ALTECH, INC
ACREAGE:	1.313 ACRES	NAME:	WOODY PRIEST	NAME: A. MONTE
PARKING SPACES:	42	PHONE #:	(903) 276-1735	PHONE #:(903) 832-9076



PROTOTYPE:	C	DEVELOPER	DESIGNER	DATE:
BLDG/SALES SF:	10640/8504	COMPANY:	HP INVESTMENTS	COMPANY: ALTECH, INC
ACREAGE:	1.313 ACRES	NAME:	WOODY PRIEST	NAME: A. MONTE
PARKING SPACES:	42	PHONE #:	(903) 276-1735	PHONE #:(903) 832-9076

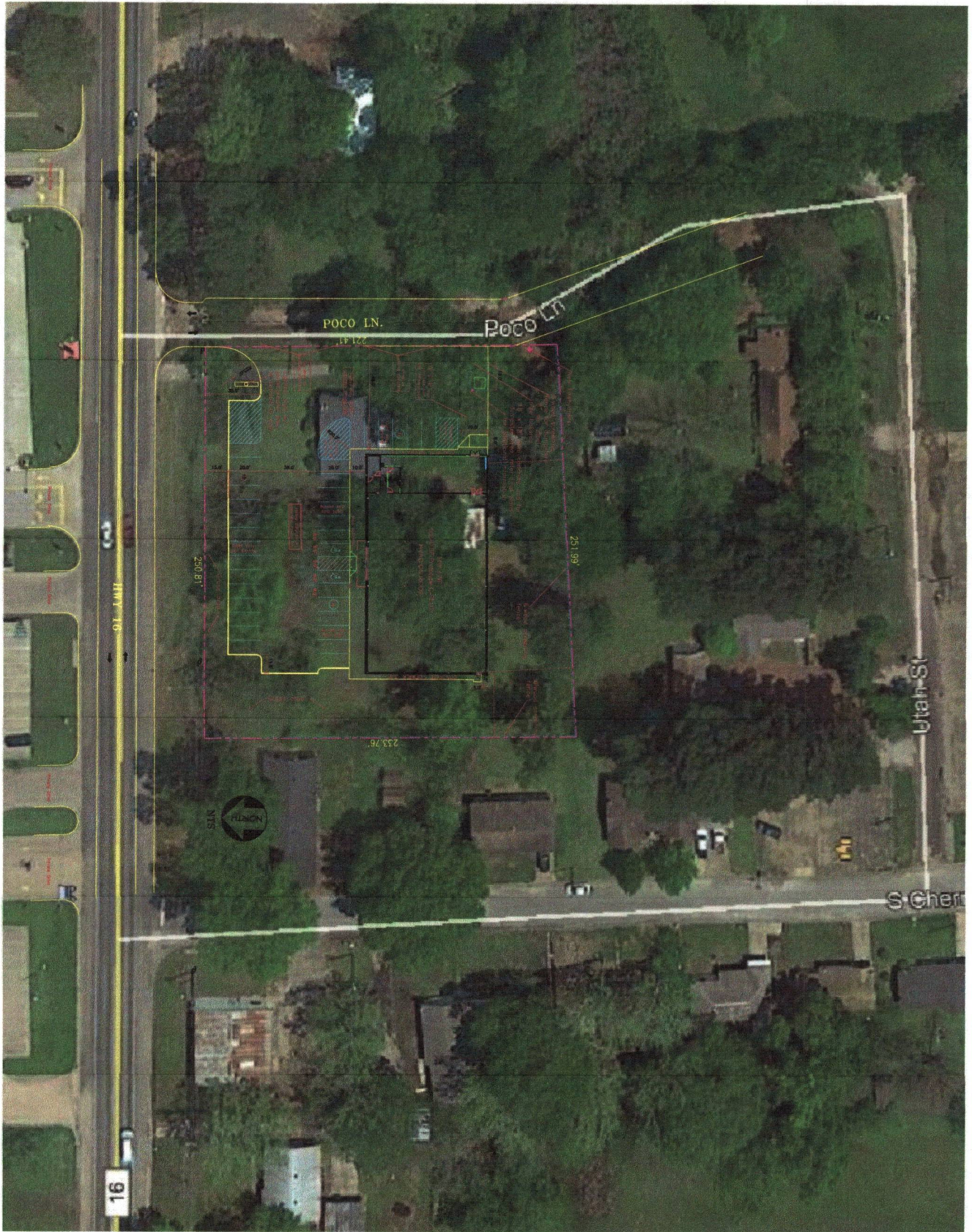
PROTOTYPE:	C	DEVELOPER	DESIGNER	DATE:
BLDG/SALES SF:	10640/8504	COMPANY:	HP INVESTMENTS	COMPANY: ALTECH, INC
ACREAGE:	1.313 ACRES	NAME:	WOODY PRIEST	NAME: A. MONTE
PARKING SPACES:	42	PHONE #:	(903) 276-1735	PHONE #:(903) 832-9076



Private Drive

Private Drive

Private Drive





DATA SHEET
AGENDA ITEM NO. VIII.B.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Consider and Possible action on subdivision of a tract of land located within the A. McPhail Survey, Abstract No. 533. 2.67 acres.

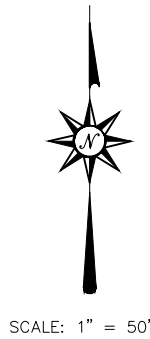
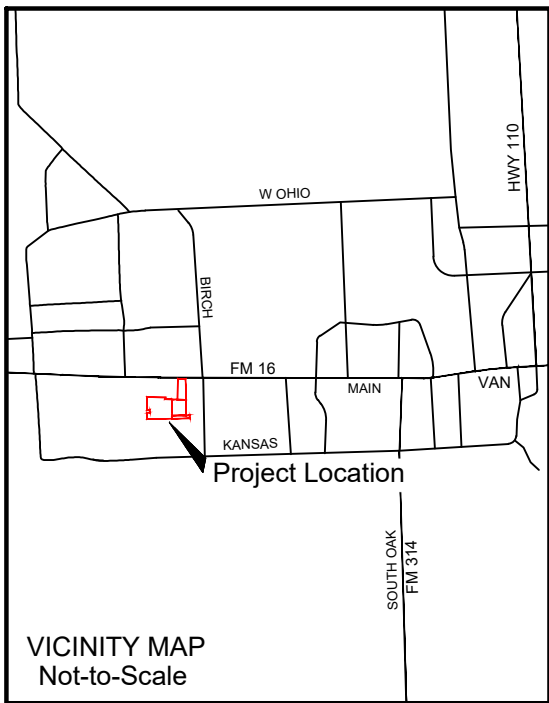
Background:

Consider and Possible action on subdivision of a tract of land located within the A. McPhail Survey, Abstract No. 533. 2.67 acres.

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



STATE OF TEXAS:
CITY OF VAN:
APPROVED BY THE CITY COUNSEL
ON THIS _____, DAY OF _____, 2021.

CHAIRPERSON

STATE OF TEXAS:
CITY OF VAN:
APPROVED BY THE PLANNING AND ZONING COMMISSION ON THIS
_____, DAY OF _____, 2021.

CHAIRPERSON

COUNTY CLERK

LEGAL DESCRIPTION:

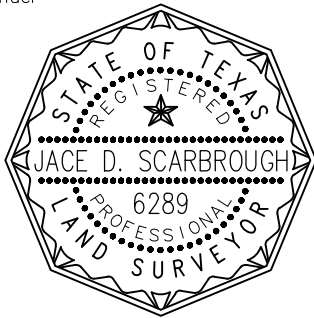
Subdivision of a tract of land located within the A. McPhail Survey, Abstract No. 533, Van Zandt County, Texas. Being a called 2.67 acres as described in a deed from Darlene Tunnell to Arturo Palma, dated August 21, 2020 and recorded in Document No. 2020-008349 of the Real Records of Van Zandt County, Texas.

SURVEYOR'S STATEMENT:

I, Jace D. Scarbrough, do hereby state that this plat represents a survey made on the ground under my supervision during the months of July, 2020 and May, 2021.

GIVEN UNDER MY HAND & SEAL, this the 14th day of June, 2021.

Jace D. Scarbrough
JACE D. SCARBROUGH - R.P.L.S. No. 6289



STATE OF TEXAS:
COUNTY OF VAN ZANDT:
KNOW ALL MEN BY THESE PRESENTS:

I, _____, THE OWNER OF THE LAND SHOWN ON THIS
PLAT, HEREBY ACKNOWLEDGE THIS DOCUMENT AS THE OFFICIALLY APPROVED PLAT.

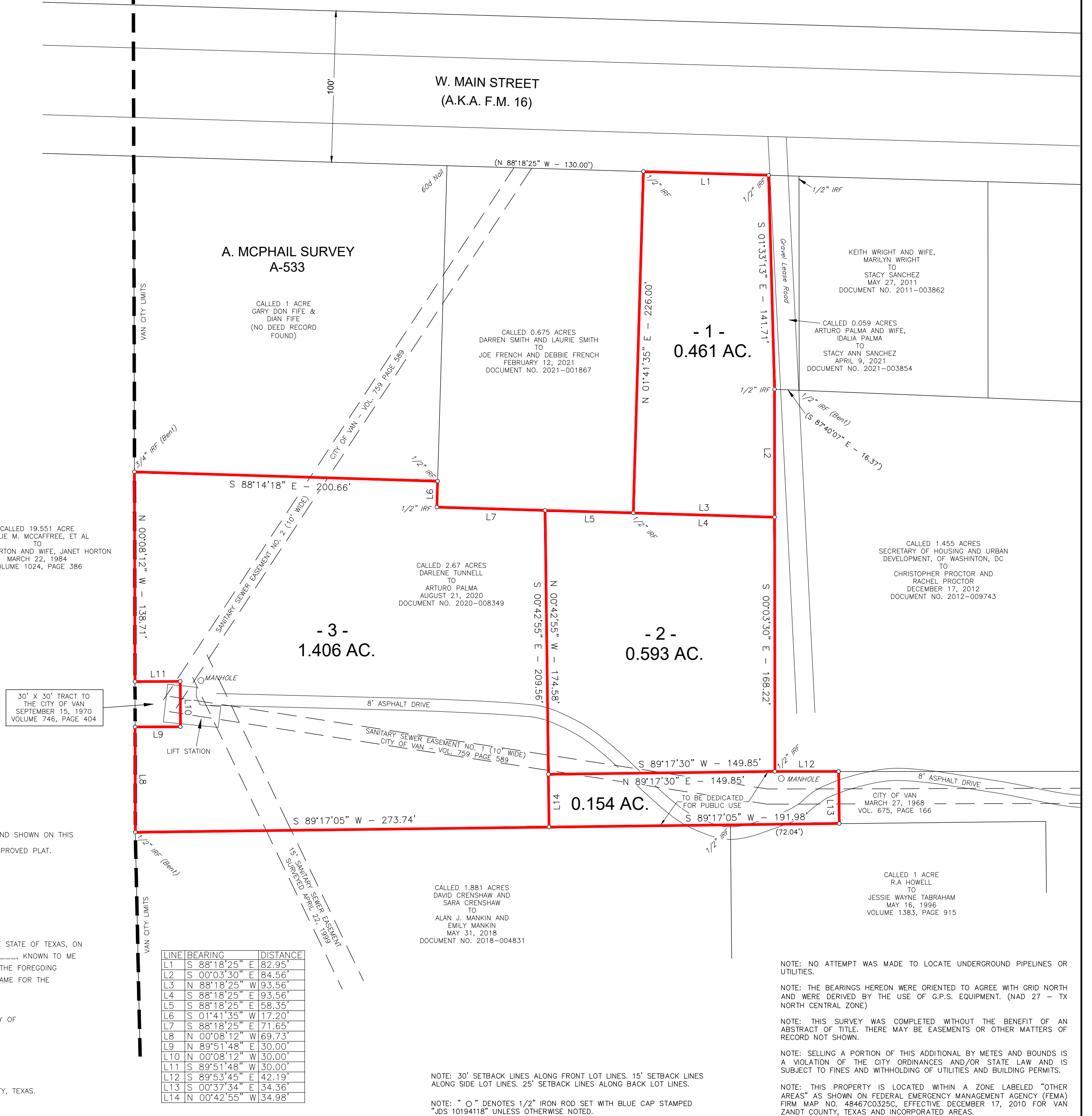
OWNER
STATE OF TEXAS:
COUNTY OF VAN ZANDT:

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS, ON
THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME
PERSONALLY TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING
INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE
PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS THE _____, DAY OF _____, 2021.

NOTARY PUBLIC IN AND FOR _____, COUNTY, TEXAS.
MY COMMISSION EXPIRES: _____

VAN ZANDT COUNTY, TEXAS



LINE	BEARING	DISTANCE
L1	S 88°18'25" E	82.95'
L2	S 00°03'30" E	84.56'
L3	N 88°18'25" W	93.56'
L4	S 88°18'25" E	93.56'
L5	S 88°18'25" E	58.35'
L6	S 01°41'35" W	17.20'
L7	S 88°18'25" E	71.65'
L8	N 00°08'12" W	69.73'
L9	N 89°51'48" E	30.00'
L10	N 00°08'12" W	30.00'
L11	N 89°51'48" W	30.00'
L12	S 89°53'45" E	42.19'
L13	S 00°37'34" E	34.36'
L14	N 00°42'55" W	34.98'

NOTE: 30' SETBACK LINES ALONG FRONT LOT LINES. 15' SETBACK LINES ALONG SIDE LOT LINES. 25' SETBACK LINES ALONG BACK LOT LINES.

NOTE: " O " DENOTES 1/2" IRON ROD SET WITH BLUE CAP STAMPED "JDS 10194118" UNLESS OTHERWISE NOTED.

NOTE: NO ATTEMPT WAS MADE TO LOCATE UNDERGROUND PIPELINES OR UTILITIES.

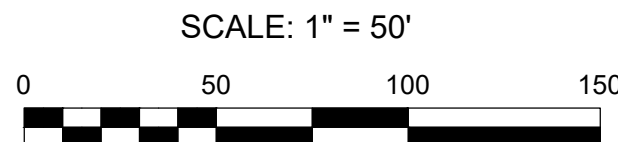
NOTE: THE BEARINGS HEREON WERE ORIENTED TO AGREE WITH GRID NORTH AND WERE DERIVED BY THE USE OF G.P.S. EQUIPMENT. (NAD 27 - TX NORTH CENTRAL ZONE)

NOTE: THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. THERE MAY BE EASEMENTS OR OTHER MATTERS OF RECORD NOT SHOWN.

NOTE: SELLING A PORTION OF THIS ADDITIONAL BY METES AND BOUNDS IS A VIOLATION OF THE CITY ORDINANCES AND/OR STATE LAW AND IS SUBJECT TO FINES AND WITHHOLDING OF UTILITIES AND BUILDING PERMITS.

NOTE: THIS PROPERTY IS LOCATED WITHIN A ZONE LABELED "OTHER AREAS" AS SHOWN ON FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FIRM MAP NO. 48467C0325C, EFFECTIVE DECEMBER 17, 2010 FOR VAN ZANDT COUNTY, TEXAS AND INCORPORATED AREAS.

LEGEND
Barbed Wire Fence — x —
Powerline — e —
Pipeline — \\ —
IRS —
IRF —



FINAL PLAT
PALMA SUBDIVISION
A. MCPHAIL SURVEY, A-533
VAN ZANDT COUNTY, TEXAS

JDS SURVEYING, INC.
WWW.JDSURVEY.COM
PROFESSIONAL SURVEYING & MAPPING
T.B.P.E.L.S. Firm Registration No. 10194118
159 W. Main, Van, TX 75790 - Phone: (903) 963-2333

DRAWN BY: SJ
SURVEYED BY: JJ/RS
DATE: 6-14-2021

SCALE: 1" = 50'
REF: 1835
FILE NO: 1835A.DWG



DATA SHEET
AGENDA ITEM NO. VIII.C.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Consider and Possible action of subdivision of a 1.087 acre tract located within the Mund Gross Survey, Abstract No. 297.

Background:

Consider and Possible action of subdivision of a 1.087 acre tract located within the Mund Gross Survey, Abstract No. 297.

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



DATA SHEET
AGENDA ITEM NO. VIII.D.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Consideration and Possible Action on amending Task Order VAN.017 with KSA Engineering

Background:

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.



DATA SHEET
AGENDA ITEM NO. VIII.E.

Meeting Date: July 8, 2021

Department:

Administration

Agenda Item:

Consideration and Possible Action on the City of Van requesting proposals for administrative services for the American Rescue Plan Act of 2021

Background:

Financial Impact:

Recommendation:

For more information, please contact Charles West, City Administrator at (903) 963-7216.