



**NOTICE OF A REGULAR MEETING
OF THE CITY COUNCIL
Thursday, August 12, 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 **THURSDAY AUGUST 12, 2021** at 7:00 PM at Van City Hall, 310 Chestnut St., 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. 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. Corrected Minutes for June 3, 2021
B. Minutes for July 8, 2021
C. July 2021 Expenditures
D. August 3, 2021 Minutes

VI. **AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- A. Public Hearing on Annexation
- B. Discussion, Consideration, and Possible Action on adopting an ordinance annexing property into the city limits for which the city has received a petition and conducted a public hearing.
- C. Discussion, Consideration, and Possible Action on Municipal Service Agreement with Victron Stores, LP
- D. Consideration and Possible action for subdivision of a called 1.087 acre tract located within the Mund Gross Survey, Abstract No. 297.
- E. Discussion, Consideration and Possible Action on Activity Permit submitted by Van High School to hold the annual Homecoming Parade
- F. Discuss and consider approving the recommendation of the Selection Review Committee to award by resolution ***(insert name of Grant Administration Firm)*** for grant administration services in conjunction with funding from the U.S. Department of Treasury for the American Rescue Plan Act (ARPA) to provide application preparation (if applicable), project administration and project-related management services
- G. Discussion, Consideration, and Possible Action amending the current fence ordinance
- H. Discussion, Consideration, and Possible Action on request from Public Works to purchase Skidd Steer, attachments, and a boom axe attachment for Gradall
- I. Discussion, Consideration, and Possible Action on an application from Brittany Buttram to serve on the Park & Recreation Advisory Board
- J. Discussion, Consideration, and Possible Action on the City Council expectations and duties of all boards and committees that are appointed by the City Council.
- K. Discussion, Consideration, and Possible Action on park operations and agreements
- L. Discussion, Consideration, and Possible Action on the creation and hiring of a Parks / Events Director for the City of Van.
- M. Discussion, Consideration, and Possible Action on the appointment and compensation of a municipal judge for the City of Van
- N. Discussion, Consideration, and Possible Action on proposing tax rates and setting public hearing dates.
- O. Discussion only concerning the Water and Wastewater Rates for the City of Van
- P. Discussion only concerning the current fee schedule for the City of Van (permits, etc....)
- Q. Discussion concerning the City Council meeting held August 3, 2021 at McMillan Park
- R. Budget Workshop

VII. **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.

VIII. **RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY**

IX. **REPORTS**

- A. City Manager Monthly Report
- B. Fire Department Monthly Report
- C. Fire Marshal Monthly Report

- D. Library Monthly Report
- E. Municipal Court Monthly Report
- F. Parks Department Monthly Report
- G. Police Monthly Report
- H. Public Works Monthly Report

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.

- X. **ADJOURN**

CERTIFICATION

I hereby certify that the above notice was posted in the bulletin board at Van City Hall, 113 W. Main, Van, Texas 75790 by 5:00 pm on **FRIDAY AUGUST 6, 2021**

Charles West, City Administrator

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.*



**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:	Ryan Hanson
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



DATA SHEET
AGENDA ITEM NO. V.B.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Minutes for July 8, 2021

Background:

Minutes for July 8, 2021

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, 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

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, Ernie Burns, Charles Ryan
Absent: None

II. INVOCATION

Invocation was led by David Barber

III. PLEDGE OF ALLEGIANCE

Led by Mayor Smith

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.

Kelly Grizzard thanked the Police & Public Works Dept. for there help with neighborhood watch.

V. **REPORTS**

A. City Manager Monthly Report

Reviewed

B. Code Compliance Report

Reviewed

C. Fire Marshal Monthly Report

Reviewed

D. Fire Department Monthly Report

Reviewed

E. Library Monthly Report

Reviewed

F. Municipal Court Monthly Report

Reviewed

G. Parks Department Monthly Report

Reviewed

H. Police Monthly Report

Reviewed

I. Public Works Monthly Report

VI. INFORMATION AND DISCUSSION

Open Public Hearing @ 7:29 p.m.
Closed Public Hearing @ 7: 30 p.m.

- 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

Discussed amending current Task Order VAN.017 WWTP Influent Lift Station.
- C. Discussion concerning American Rescue Plan Act Procurement

Discussed American Rescue Plan Act Procurement.
- D. Discussion concerning a request from Public Works on the possible purchase of a skid steer and various attachments

Discussed Public Works possible purchase of a skid steer.
- E. Discussion concerning City of Van Boards and Commissions, their roles, objectives, and expectations.

Discussed City of Van Boards and Commissions.
- F. Discussion concerning the FY 2021 Budget and the upcoming FY 2022 Budget

Discussed 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

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

To correct minutes from the June 3, 2021 to approve Ernie Burns as Mayor Pro Tem with Council member Hanson seconded the motion. See attached minutes.

B. June 2021 Expenditures

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

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

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

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

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

C. Consider and Possible action of subdivision of a 1.087 acre tract located within the Mund

Gross Survey, Abstract No. 297.

Withdrawn

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

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

Council Member Davis stated she did not vote.

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

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

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**

RESULT:	Adjourn
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 7/1/2021 - 7/31/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - General Fund					
Reliant	111033395048	07/01/2021	15472060 LED-141-180	100-46-56050	78.04
Allianz	INV0004458	07/01/2021	DUNCAN, GEDDIE JR, HILLIARD	100-35-51500	180.00
Canton Animal Shelter	INV0004459	07/01/2021	SURRENDER FORM	100-30-53350	90.00
Christus EMS	INV0004460	07/01/2021	JUNE 2021	100-99-53270	2,789.50
MPA FIREWORKS	INV0004462	07/01/2021	4TH OF JULY	100-99-53615	5,000.00
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-10-56700	43.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-10-56705	48.12
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-12-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-12-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-15-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-15-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-20-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-20-56705	48.12
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-30-56700	43.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-30-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-32-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-32-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-35-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-35-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-60-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-60-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	100-64-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	100-64-56705	48.12
The ELD Experts LLC	02321-VKCM	07/02/2021	Camera System	100-99-53990	11,262.00
City of Van	INV0004477	07/02/2021	REI PAYROLL GF PPE 7/2/2021	100-22900	38,654.25
Global/Open Edge	INV0004510	07/02/2021	CREDIT CARDS	100-10-60885	17.86
Global/Open Edge	INV0004510	07/02/2021	CRDEIT CARDS	100-10-60885	75.96
Texas Comptroller of Public Acc...	INV0004478	07/06/2021	PERIOD ENDING 6/30/2021	100-20920	2,553.42
Wild Things Zoofare	INV0004479	07/07/2021	SUMMER READING	100-64-52260	300.00
Republic Services	0070-003062649	07/08/2021	JUNE 2021	100-99-56420	22,260.00
CRAIG'S DIRT SERVICE, LLC	106894	07/08/2021	STREET MATERIAL	100-46-52350	1,000.00
The Police & Sheriffs Press	149703	07/08/2021	ID CARDS	100-30-56010	17.55
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-10-52250	45.07
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-12-52250	44.69
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-15-52250	44.69
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-20-52250	56.24
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-30-52250	224.56
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-32-52250	44.69
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-35-52250	44.69
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-60-52250	44.68
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	100-64-52250	61.79
Brynda Pool	185980	07/08/2021	CLEANING- ADMIN	100-99-53810	390.00
East Texas Ice Machines	2122	07/08/2021	ICE MACHINE	100-15-57200	50.00
East Texas Ice Machines	2122	07/08/2021	ICE MACHINE	100-60-57200	87.50
East Texas Ice Machines	2122	07/08/2021	ICE MACHINE	100-64-57200	50.00
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-10-52500	39.25
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-12-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-15-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-20-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-30-52500	39.25
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-32-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-35-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-46-52500	39.20

Expense Approval Report

Payment Dates: 7/1/2021 - 7/31/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-60-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	100-64-52500	39.20
Woodrum Construction	3852	07/08/2021	STREET MATERIAL	100-46-52350	8,645.60
East Texas Pool Service	49695-1	07/08/2021	SPLASH PAD	100-60-52950	170.80
Tyler Power Equipment	INV0004480	07/08/2021	EQUIPMENT MAINT	100-46-54250	62.36
Tyler Power Equipment	INV0004480	07/08/2021	EQUIPMENT MAINT	100-60-54250	62.36
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-10-54350	98.65
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-30-54350	30.00
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-30-54350	52.20
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-30-54350	8.50
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-46-52450	253.17
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	100-60-52450	119.34
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	100-46-59300	1,599.20
Soulmans Bar-B-Que	INV0004484	07/08/2021	EMPLOYEE RECOGNITION	100-99-56060	494.73
Athens Tractor & Equipment	INV0004485	07/08/2021	EQUIP MAINT - PARKS	100-60-54250	799.92
UniFirst Corp. Attention: Accou...	INV0004486	07/08/2021	8261163815	100-99-54200	28.45
Lonestar Maintenance & Service..	INV0004487	07/08/2021	SUPPLIES	100-60-52950	213.18
Melissa Davis	INV0004488	07/08/2021	SUPPLIES	100-30-52500	43.29
Linzy Neal	INV0004489	07/08/2021	JULY 2021	100-12-51901	50.00
Amanda Davis	INV0004490	07/08/2021	JULY 2021	100-12-51901	50.00
Don Smith	INV0004491	07/08/2021	JULY 2021	100-12-51901	50.00
Charles West	INV0004492	07/08/2021	JULY 2021	100-10-56700	60.00
Charles Ryan	INV0004493	07/08/2021	JULY 2021	100-12-51901	50.00
Ryan Hanson	INV0004494	07/08/2021	JULY 2021	100-12-51901	50.00
Ernest Burns	INV0004495	07/08/2021	JULY 2021	100-12-51901	50.00
Sereca D. Huff-Huggins	INV0004496	07/08/2021	JULY 2021	100-10-56700	60.00
John Brown	INV0004497	07/08/2021	JULY 2021	100-30-56700	60.00
Pennys Kwik Lube	INV0004499	07/08/2021	VEHICLE MAINT	100-46-54350	30.00
Pennys Kwik Lube	INV0004499	07/08/2021	VEHICLE MAINT	100-46-54350	56.99
Crow-Burlingame	INV0004503	07/08/2021	VEHICLE MAINT	100-30-54350	50.33
TXU Energy	INV0004504	07/08/2021	ELECTRIC	100-10-56050	16.19
TXU Energy	INV0004504	07/08/2021	312 W MAIN	100-60-56050	208.18
Van Zandt Newspaper, LLC	INV0004505	07/08/2021	PUBLIC NOTICE REZONING	100-10-53250	101.80
Charles Edward Dintelman	INV0004506	07/08/2021	ELECTRIC	100-99-54200	405.74
Adams Welding	INV0004507	07/08/2021	MCMILLAN PARK	100-60-54200	302.00
Adams Welding	INV0004507	07/08/2021	CITY HALL	100-99-54200	2,999.55
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-10-53200	194.65
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-10-53610	194.65
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-10-53610	55.44
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-12-53200	75.90
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-12-53610	75.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-12-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-15-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-20-53200	153.90
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-20-53610	153.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-20-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-30-53200	389.70
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-30-53200	708.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-30-53610	55.44
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-30-53610	708.90
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-32-53200	75.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-32-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-32-53610	75.90
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-35-53200	75.90
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-35-53610	75.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-35-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-46-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-60-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-64-53200	75.90
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	100-64-53610	55.37

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	100-64-53610	75.90
Texas Comptroller of Public Acc...	INV0004509	07/09/2021	COURT COST 2ND QTR 2021	100-20-60250	24,114.55
VARI Sales Corporation	1894047	07/13/2021	Wall System	100-99-54200	43,524.00
Texas Materials Group, Inc	200963942	07/13/2021	Patch	100-46-52350	2,899.23
Rob Holladay	1643	07/14/2021	SUMMER READING PROGRAM	100-64-52260	395.00
Verizon Wireless	9883214942	07/14/2021	903-263-1621 ADMIN CM IPAD	100-10-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-638-4238 ADMIN CS IPAD	100-10-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4841 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4881 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4912 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4335 MAYOR	100-12-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-368-4883 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4916 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-4887 COUNCIL IPAD	100-12-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-5495 UNIT # 202	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-6018 UNIT # 108	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-6147 UNIT # 105	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-7110 UNIT # 107	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-7121 UNIT # 203	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-7315 UNIT # 106	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-368-5502 UNIT # 201	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-497-6013 UNIT # 750	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-638-1001 UNIT # 204	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-638-4241 POLICE ADMIN I...	100-30-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-245-3520 POLICE	100-30-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-368-4850 FIRE MARSHAL	100-32-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-569-4075 FIRE MARSHAL	100-32-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-638-1289 PARKS # 2	100-60-56700	23.14
Verizon Wireless	9883214942	07/14/2021	903-638-1005 PARKS # 1	100-60-56700	23.14
Municode	00360853	07/15/2021	ONLINE CODE HOSTING 7/1/20...	100-99-53610	400.00
R&B Welding	038440	07/15/2021	SPLASH PAD	100-60-54200	60.00
Texas Excavation Safety System,...	21-13447	07/15/2021	VANTX01	100-46-53610	20.90
Omni Base Services of Texas	221-104234	07/15/2021	2ND QTR	100-20-60250	50.00
Bobcat of Dallas	29069327	07/15/2021	EQUIPMENT RENTAL	100-46-57250	1,491.05
Bobcat of Dallas	29069327	07/15/2021	EQUIPMENT RENTAL	100-60-57250	1,491.05
FR of Texas	400982	07/15/2021	UNIFORMS	100-30-56010	145.00
City of Van Economic Developm...	INV0004512	07/15/2021	JULY 2021	100-99-60100	20,615.74
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-10-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-12-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-20-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-30-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-32-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-35-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	100-64-56550	9.60
David Justman Trucking LLC	INV0004514	07/15/2021	STREET MATERIAL	100-46-52350	2,022.60
Canton Animal Shelter	INV0004515	07/15/2021	SURRENDER FORM	100-30-53350	30.00
Charles Edward Dintelman	INV0004516	07/15/2021	ELECTRIC	100-60-54200	2,884.26
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-10-51750	51.36
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-12-51750	51.36
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-20-51750	51.36
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-30-51750	2,516.40
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-35-51750	616.26
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	100-64-51750	51.36
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-10-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-12-56650	11.64
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-15-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-20-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-30-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-386842	100-30-56650	156.46
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-32-56650	11.62

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-35-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-46-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-60-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	100-64-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-394314	100-64-56650	140.86
Fastenal Company	TXTYL231265	07/15/2021	SUPPLIES	100-46-52500	728.81
City of Van	INV0004532	07/19/2021	REI PAYROLL GF PPE 7/16/2021	100-22900	41,977.51
JDS SURVEYING	02458	07/21/2021	FIELD & OFFICE WORK	100-10-53610	880.00
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	100-10-56550	37.80
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	100-20-56550	37.80
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	100-30-56550	37.78
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	100-32-56550	37.81
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	100-35-56550	37.78
William Boyd Hale	1043	07/21/2021	CITY HALL MAINT	100-99-54200	165.50
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-10-52500	22.26
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-12-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-15-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-20-52500	22.26
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-32-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-35-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-46-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-60-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	100-64-52500	22.26
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL- ADMIN	100-10-52450	259.78
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL POLICE DEPT	100-30-52450	2,981.37
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL	100-30-52450	-26.82
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL CODE COMPLIANCE	100-32-52450	112.91
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL FIRE DEPT	100-35-52450	572.74
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL PARKS	100-60-52450	331.65
Eager Beaver Tree Service	952261	07/21/2021	TREE TRIMMING	100-46-53590	850.00
Eager Beaver Tree Service	952261	07/21/2021	TREE TRIMMING	100-60-53590	1,000.00
David Slick	INV0004533	07/21/2021	SUMMER READING	100-64-52260	350.00
Texas Comptroller of Public Acc...	INV0004534	07/21/2021	COURT COST 1ST QTR 2021	100-20-60250	24,106.59
Snowie Shaved Ice of East Texas	07312029	07/26/2021	SUMMER READING	100-64-52260	240.00
Slide N Bounce Rentals	1070	07/26/2021	SUMMER READING	100-64-52260	300.00
Space Walk Of Tyler	632290	07/26/2021	SUMMER READING	100-64-52260	206.00
Reliant	11033712033	07/29/2021	15472060 LED -141-180	100-60-56050	70.20
Woodrum Construction	3644	07/29/2021	STREET MATERIAL	100-46-59305	6,559.10
Sunbelt Rentals	INV0004535	07/29/2021	PARK	100-60-57250	640.89
Sunbelt Rentals	INV0004535	07/29/2021	4TH OF JULY EVENT	100-99-53615	1,704.41
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-10-53610	146.10
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-12-53610	146.10
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-15-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-20-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-20-53610	4,291.25
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-30-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-32-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-35-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-46-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-60-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	100-64-53610	145.73
Ingram Library Services	INV0004540	07/29/2021	BOOK PURCHASE	100-64-53013	266.74
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-10-56050	3.20
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-15-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	2869657-3 CITY HALL 310 CHES...	100-15-56050	41.51
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-20-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	2868820-8 POLICE DEPT 105 S...	100-30-56050	41.51
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-30-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-32-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-35-56050	3.19

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Centerpoint Energy	INV0004541	07/29/2021	2868803-4 FIRE DEPT 106 S M...	100-35-56050	42.17
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-46-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-60-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	6401930091-8 PARK 301 WYO...	100-60-56050	42.88
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	100-64-56050	3.19
Allianz	INV0004542	07/29/2021	DUNCAN, GEDDIE JR, HILLIARD	100-35-51500	180.00
Chambers Paint & Body	INV0004543	07/29/2021	VEHICLE UNIT # 201 VS DEER	100-30-54350	7,911.50
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-10-56700	43.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-10-56705	48.12
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-12-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-12-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-15-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-15-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-20-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-20-56705	48.12
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-30-56700	43.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-30-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-32-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-32-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-35-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-35-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-60-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-60-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	100-64-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	100-64-56705	48.12
Alexander Swanston	INV0004546	07/29/2021	OVERPAYMENT ON CARD	100-20-60695	116.00
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-10-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56000	50.00
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56000	75.00
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	100-10-56100	280.00
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56100	79.95
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56800	238.66
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56800	9.03
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56800	119.05
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56800	11.20
Texas Bank and Trust	INV0004548	07/29/2021	WEST 4756	100-10-56800	10.65
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-12-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-15-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-20-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-30-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	BROWN 7459	100-30-53630	237.73
Texas Bank and Trust	INV0004548	07/29/2021	BROWN 7459	100-30-56800	4.64
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-32-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	FIRE CHIEF 9136	100-35-52500	27.16
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-35-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	FIRE CHIEF 9136	100-35-54350	42.12
Texas Bank and Trust	INV0004548	07/29/2021	FIRE CHIEF 9136	100-35-54350	45.98
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-46-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-60-52500	9.10
Texas Bank and Trust	INV0004548	07/29/2021	SMITH 7632	100-60-52950	398.67
Texas Bank and Trust	INV0004548	07/29/2021	SMITH 7632	100-60-52950	46.44
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-60-54200	56.40
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-60-54200	45.85
Texas Bank and Trust	INV0004548	07/29/2021	SMITH 7632	100-60-54250	32.14
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	100-64-52260	41.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	100-64-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	100-99-53550	15.96
Texas Bank and Trust	INV0004548	07/29/2021	SMITH 7632	100-99-53615	38.95
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	100-10-51500	4.11
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	100-20-51500	1.37

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Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	100-30-51500	12.33
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	100-60-51500	1.37
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	100-64-51500	1.37
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-10-53200	194.65
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-10-53610	194.65
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-12-53200	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-12-53610	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-20-53200	153.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-20-53610	153.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-30-53200	389.70
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-30-53200	708.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-30-53610	708.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-32-53200	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-32-53610	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-35-53200	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-35-53610	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-64-53200	75.90
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	100-64-53610	75.90
Fund 100 - General Fund Total:					317,298.41
Fund: 110 - Economic Development Fund					
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	110-11-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	110-11-56705	48.06
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	110-11-56050	3.19
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	110-11-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	110-11-56705	48.06
Fund 110 - Economic Development Fund Total:					185.33
Fund: 200 - Hotel Occupancy Tax Fund					
Van Zandt Newspaper, LLC	INV0004505	07/08/2021	ADVERTISING	200-99-53250	1,500.00
Fund 200 - Hotel Occupancy Tax Fund Total:					1,500.00
Fund: 400 - Interest & Sinking Fund					
Amegy Bank	INV0004536	07/29/2021	CERTIFICATE OF OBLIGATION 2...	400-99-53700	202,550.00
Fund 400 - Interest & Sinking Fund Total:					202,550.00
Fund: 415 - Capital Projects					
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	415-99-57133	153.18
MHS Planning & Design, LLC	19-020-20	07/15/2021	MCMILLAN PARK DESIGN	415-99-57132	1,318.50
Bloc Design Build	4528	07/29/2021	SCADA	415-99-57128	975.68
KSA	INV0004538	07/29/2021	Wastewater Treatment Plant Inf..	415-99-57131	7,051.48
Kelly Cole	INV0004539	07/29/2021	REPAIR OF IRRIGATION SYSTEM	415-99-57133	159.99
7-H Construction Company, Inc.	INV0004547	07/29/2021	6 INCH WATERLINE REPLACEM...	415-99-57133	71,399.00
Texas Bank and Trust	INV0004548	07/29/2021	SMITH 7632	415-99-57132	22.90
Fund 415 - Capital Projects Total:					81,080.73
Fund: 500 - Water / Wastewater Fund					
Reliant	111033395048	07/01/2021	15573664 642 S BOIS D ARC	500-40-56050	203.85
Ana-Lab	A0521155	07/01/2021	LABS FOR JUNE	500-40-56400	110.00
Ana-Lab	A0521155	07/01/2021	LABS FOR JUNE	500-45-56400	704.00
Johnson Lab & Supply Inc.	INV0004461	07/01/2021	241644-000	500-40-52950	585.43
Johnson Lab & Supply Inc.	INV0004461	07/01/2021	241541-000	500-40-52950	110.00
Johnson Lab & Supply Inc.	INV0004461	07/01/2021	241541-000	500-45-52950	110.00
Johnson Lab & Supply Inc.	INV0004461	07/01/2021	241644-000	500-45-52950	585.43
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	500-10-56700	43.01
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	500-10-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	500-40-56700	43.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	500-40-56705	48.06
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	TELEPHONE	500-45-56700	42.99
Peoples Telephone Cooperative,...	INV0004463	07/01/2021	INTERNET SERVICE	500-45-56705	48.10
Wood County Electric	INV0004464	07/01/2021	SOUTH WATERWELL # 1 - 5365...	500-40-56050	3,067.92
Wood County Electric	INV0004464	07/01/2021	NORTH WATER WELL # 2 - 5365...	500-40-56050	1,394.60
Wood County Electric	INV0004464	07/01/2021	3-PHASE WELL -5365004	500-40-56050	778.98
The ELD Experts LLC	02321-VKCM	07/02/2021	Camera System	500-99-53990	11,262.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
City of Van	INV0004477	07/02/2021	REI PAYROLL W S PPE 7/2/2021	500-22900	16,348.41
Global/Open Edge	INV0004510	07/02/2021	CRDEIT CARDS	500-10-60885	683.66
Global/Open Edge	INV0004510	07/02/2021	CREDIT CARDS	500-10-60885	160.78
Del Zotto Products	0016897	07/08/2021	MANHOLE	500-45-54500	1,472.00
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	500-10-52250	61.78
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	500-40-52250	44.68
Staples Advantage,Dept Dal	1636390605	07/08/2021	SUPPLIES	500-45-52250	44.68
Brynda Pool	185980	07/08/2021	CLEANING -WATER	500-99-53810	390.00
East Texas Ice Machines	2122	07/08/2021	ICE MACHINE	500-40-57200	87.50
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	500-10-52500	39.20
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	500-40-52500	39.25
JP Gould Baxter - Longview	324748	07/08/2021	SUPPLIES	500-45-52500	39.25
Texas Cell Net Inc.	73763	07/08/2021	PUBLIC WORKS	500-10-56705	24.98
Texas Cell Net Inc.	73763	07/08/2021	PUBLIC WORKS	500-40-56705	24.99
Texas Cell Net Inc.	73763	07/08/2021	PUBLIC WORKS	500-45-56705	24.98
Dataprose LLC	DP2102131	07/08/2021	BILL PERIOD 6/1/2021 - 6/30/2...	500-10-56550	727.19
Tyler Power Equipment	INV0004480	07/08/2021	EQUIPMENT MAINT	500-40-54250	62.36
Tyler Power Equipment	INV0004480	07/08/2021	EQUIPMENT MAINT	500-45-54250	62.35
Frontier Communications	INV0004481	07/08/2021	903-963-5360-110104-5 SEWR L...	500-40-56700	64.19
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	500-10-54350	90.10
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	500-40-52450	460.09
Goode's Texaco	INV0004482	07/08/2021	VEHICLE MAINT	500-45-52450	119.32
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	763.49
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	302.71
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	1,131.76
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	261.77
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	67.20
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	2,713.96
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	42.36
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54420	7,325.12
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54650	306.02
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-40-54650	610.14
Underground Utility Supply	INV0004483	07/08/2021	SUPPLIES	500-45-54510	94.00
UniFirst Corp. Attention: Accou...	INV0004486	07/08/2021	8261162724	500-40-56010	95.14
UniFirst Corp. Attention: Accou...	INV0004486	07/08/2021	8261163811	500-40-56010	116.67
UniFirst Corp. Attention: Accou...	INV0004486	07/08/2021	8261161622	500-40-56010	80.20
UniFirst Corp. Attention: Accou...	INV0004486	07/08/2021	8261160523	500-40-56010	75.30
Lonestar Maintenance & Service...	INV0004487	07/08/2021	SUPPLIES	500-40-54600	765.00
CORE & MAIN	INV0004498	07/08/2021	SUPPLIES	500-40-54420	67.94
CORE & MAIN	INV0004498	07/08/2021	SUPPLIES	500-40-54420	198.00
CORE & MAIN	INV0004498	07/08/2021	SUPPLIES	500-45-54500	1,035.18
CORE & MAIN	INV0004498	07/08/2021	SUPPLIES	500-45-54500	106.41
Pennys Kwik Lube	INV0004499	07/08/2021	VEHICLE MAINT	500-40-54350	66.60
JDR Contracting, INC	INV0004500	07/08/2021	STADIUM & W MAIN	500-40-54420	4,590.00
JDR Contracting, INC	INV0004500	07/08/2021	STADIUM & W MAIN	500-45-54500	2,750.00
Misty Stanberry - Tax Assessor	INV0004502	07/08/2021	VEHICLE REG	500-40-54350	7.50
Adams Welding	INV0004507	07/08/2021	CITY HALL	500-99-54200	2,999.55
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-10-53200	194.65
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-10-53610	194.65
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	500-10-53610	55.37
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-40-53200	159.15
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-40-53610	159.15
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	500-40-53610	55.44
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-45-53200	83.65
Cynergy Technology	INV0004508	07/08/2021	MONTHLY BILLING FOR JULY	500-45-53610	83.65
Cynergy Technology	INV0004508	07/08/2021	PROFESSIONAL SERVICES	500-45-53610	55.32
VARI Sales Corporation	1894047	07/13/2021	Wall System	500-99-54200	43,524.00
Young Oil Company-Mineola	F3491	07/13/2021	well oil	500-40-54600	2,310.00
Verizon Wireless	9883214942	07/14/2021	903-574-5543 PW ADMIN	500-10-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-368-4872 PW GIS IPAD	500-10-56700	37.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Verizon Wireless	9883214942	07/14/2021	903-638-4239 PW ADMIN IPAD	500-10-56700	37.99
Verizon Wireless	9883214942	07/14/2021	903-638-1699 WATER DEPART...	500-40-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-574-4646 PUBLIC WORKS #...	500-40-56700	40.25
Verizon Wireless	9883214942	07/14/2021	903-638-1146 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9883214942	07/14/2021	903-638-1190 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9883214942	07/14/2021	903-638-5106 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9883214942	07/14/2021	903-574-5539 PUBLIC WORKS #...	500-40-56700	23.14
Verizon Wireless	9883214942	07/14/2021	903-574-5541 PUBLIC WORKS #...	500-40-56700	23.14
Verizon Wireless	9883214942	07/14/2021	903-638-5522 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9883214942	07/14/2021	903-638-9517 WATER IPAD	500-40-56700	17.00
Verizon Wireless	9883214942	07/14/2021	903-368-1013 WATER #3	500-40-56700	23.14
Verizon Wireless	9883214942	07/14/2021	903-574-5542 WASTEWATER # 1	500-45-56700	23.14
T.W.U.A	INV0004511	07/14/2021	GREEN & PAMPLIN - WATER CL...	500-40-56100	600.00
Matheson Tri-Gas Inc	0023788937	07/15/2021	SUPPLIES	500-40-54250	25.65
Texas Excavation Safety System,...	21-13447	07/15/2021	VANTX01	500-40-53610	20.90
Texas Excavation Safety System,...	21-13447	07/15/2021	VANTX01	500-45-53610	20.90
Bobcat of Dallas	29069327	07/15/2021	EQUIPMENT RENTAL	500-40-57250	1,491.05
Bobcat of Dallas	29069327	07/15/2021	EQUIPMENT RENTAL	500-45-57250	1,491.04
Bloc Design Build	4506	07/15/2021	SCADA	500-40-54600	498.00
JDR Contracting, INC	645	07/15/2021	W MAIN	500-40-54420	2,500.00
DSHS Central Lab MC2004	CEN.CD4942_062021	07/15/2021	LABS	500-40-56400	287.73
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	500-10-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	500-40-56550	9.60
U.S. Postal Service	INV0004513	07/15/2021	P.O. BOX 487	500-45-56550	9.60
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	500-10-51750	51.36
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	500-40-51750	1,540.65
Texas Municipal League Risk Po...	INV0004517	07/15/2021	WORKERS' COMP	500-45-51750	205.39
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	500-10-56650	11.64
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	500-40-56650	11.62
Xerox Corporation	INV0004518	07/15/2021	3TX-389176	500-45-56650	11.68
Fastenal Company	TXTYL231265	07/15/2021	SUPPLIES	500-40-52500	729.03
Fastenal Company	TXTYL231265	07/15/2021	SUPPLIES	500-45-52500	728.82
City of Van	INV0004532	07/19/2021	REI PAYROLL W S PPE 7/16/20...	500-22900	14,426.79
Pitney Bowes Reserve Account	1018576343	07/21/2021	POSTAGE	500-10-56550	37.80
William Boyd Hale	1043	07/21/2021	CITY HALL MAINT	500-99-54200	165.50
The You Name it Shop	20776	07/21/2021	SUPPLIES	500-10-52500	22.24
The You Name it Shop	20776	07/21/2021	SUPPLIES	500-40-52500	22.26
The You Name it Shop	20776	07/21/2021	SUPPLIES	500-45-52500	22.23
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL WATER DEPT	500-40-52450	1,359.06
WEX BANK - ExxonMobil Fleet ...	72889062	07/21/2021	FUEL WASTE WATER	500-45-52450	64.31
Tyler Technologies, Inc.	025-340608	07/29/2021	UTILITY NOTIFICATION	500-10-56550	234.80
Reliant	11033712033	07/29/2021	15573664 642 S BOIS D ARC	500-40-56050	104.50
Occupational Health Centers of ...	322523494	07/29/2021	DRUG SREEN	500-40-53610	174.00
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	500-10-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	500-40-53610	145.73
Blake Armstrong, PC	INV0004537	07/29/2021	ATTORNEY FEES	500-45-53610	145.50
KSA	INV0004538	07/29/2021	General Engineering	500-40-53610	1,631.72
KSA	INV0004538	07/29/2021	Wastewater Treatment Plant Pe...	500-45-56400	503.57
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	500-10-56050	3.19
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	500-40-56050	3.20
Centerpoint Energy	INV0004541	07/29/2021	6400233473-4 CITY HALL	500-45-56050	3.21
Wood County Electric	INV0004544	07/29/2021	SOUTH WATERWELL # 1 - 5365...	500-40-56050	3,982.97
Wood County Electric	INV0004544	07/29/2021	NORTH WATER WELL # 2 - 5365...	500-40-56050	1,801.33
Wood County Electric	INV0004544	07/29/2021	3-PHASE WELL -5365004	500-40-56050	1,550.09
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	500-10-56700	43.01
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	500-10-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	500-40-56700	43.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	500-40-56705	160.51
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	500-40-56705	48.06
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	TELEPHONE	500-45-56700	42.99

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	500-45-56705	48.10
Peoples Telephone Cooperative,...	INV0004545	07/29/2021	INTERNET SERVICE	500-45-56705	160.51
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	500-10-52500	9.09
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	500-40-52500	150.00
Texas Bank and Trust	INV0004548	07/29/2021	GREEN 7624	500-40-52500	32.58
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	500-40-53610	92.12
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	500-40-53610	167.85
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	500-40-53610	83.93
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	500-40-54420	8.76
Texas Bank and Trust	INV0004548	07/29/2021	GREEN 7624	500-40-54650	11.04
Texas Bank and Trust	INV0004548	07/29/2021	HUFF 7480	500-40-56550	147.00
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	500-45-52500	150.00
Texas Bank and Trust	INV0004548	07/29/2021	JOHNSON 9722	500-99-53550	14.04
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	500-10-51500	2.74
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	500-40-51500	6.85
Deer Oaks EAP Services LLC	PCOV21-07	07/29/2021	JULY EAP SERVICE	500-45-51500	1.37
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-10-53200	194.65
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-10-53610	194.65
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-40-53200	159.15
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-40-53610	159.15
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-45-53200	83.65
Cynergy Technology	TY57617	07/29/2021	MONTHLY BILLING FOR AUGUST	500-45-53610	83.65
Fund 500 - Water / Wastewater Fund Total:					153,229.13

Fund: 900 - Payroll Fund

TML - IEBP	INV0004388	06/07/2021	Payroll AD & D -TML	900-20400	4.80
Colonial Life Insurance	INV0004389	06/07/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004390	06/07/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004391	06/07/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004392	06/07/2021	Payroll Health Insurance TML	900-20150	8,631.31
TML - IEBP	INV0004393	06/07/2021	Payroll-Life Insurance- TML	900-20400	24.84
TML - IEBP	INV0004394	06/07/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004395	06/07/2021	Payroll - TMRS	900-21600	5,463.59
TML - IEBP	INV0004430	06/21/2021	Payroll AD & D -TML	900-20400	4.80
Colonial Life Insurance	INV0004431	06/21/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004432	06/21/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004433	06/21/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004434	06/21/2021	Payroll Health Insurance TML	900-20150	8,631.32
TML - IEBP	INV0004435	06/21/2021	Payroll-Life Insurance- TML	900-20400	24.84
TML - IEBP	INV0004436	06/21/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004437	06/21/2021	Payroll - TMRS	900-21600	5,322.41
TML - IEBP	INV0004465	07/02/2021	Payroll AD & D -TML	900-20400	4.60
Colonial Life Insurance	INV0004466	07/02/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004467	07/02/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004468	07/02/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004469	07/02/2021	Payroll Health Insurance TML	900-20150	8,438.53
TML - IEBP	INV0004470	07/02/2021	Payroll-Life Insurance- TML	900-20400	23.87
TML - IEBP	INV0004471	07/02/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004472	07/02/2021	Payroll - TMRS	900-21600	5,405.56
IRS 941	INV0004473	07/02/2021	Medicare	900-20115	1,150.94
IRS 941	INV0004474	07/02/2021	Social Security	900-20120	4,921.06
Texas Workforce Commission	INV0004475	07/02/2021	SUTA	900-20140	38.99
IRS 941	INV0004476	07/02/2021	Federal Withholding	900-20110	2,933.33
TML - IEBP	INV0004519	07/19/2021	Payroll AD & D -TML	900-20400	4.60
Colonial Life Insurance	INV0004520	07/19/2021	Health Deductions	900-20515	88.63
Colonial Life Insurance	INV0004521	07/19/2021	Health Deductions	900-20515	40.98
TML - IEBP	INV0004522	07/19/2021	Payroll Health Insurance TML	900-20150	390.68
TML - IEBP	INV0004523	07/19/2021	Payroll Health Insurance TML	900-20150	8,438.52
TML - IEBP	INV0004524	07/19/2021	Payroll-Life Insurance- TML	900-20400	23.87
TML - IEBP	INV0004525	07/19/2021	Payroll Health Insurance TML	900-20150	170.97
Texas Municipal Retirement Sys...	INV0004526	07/19/2021	Payroll - TMRS	900-21600	5,515.77

Expense Approval Report

Payment Dates: 7/1/2021 - 7/31/2021

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Texas Child Support SDU	INV0004527	07/19/2021	Child Support - Case ID# 00140...	900-20500	177.69
IRS 941	INV0004528	07/19/2021	Medicare	900-20115	1,177.70
IRS 941	INV0004529	07/19/2021	Social Security	900-20120	5,035.66
Texas Workforce Commission	INV0004530	07/19/2021	SUTA	900-20140	71.48
IRS 941	INV0004531	07/19/2021	Federal Withholding	900-20110	3,008.43
				Fund 900 - Payroll Fund Total:	77,243.55
				Grand Total:	833,087.15

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	317,298.41
110 - Economic Development Fund	185.33
200 - Hotel Occupancy Tax Fund	1,500.00
400 - Interest & Sinking Fund	202,550.00
415 - Capital Projects	81,080.73
500 - Water / Wastewater Fund	153,229.13
900 - Payroll Fund	77,243.55
Grand Total:	833,087.15

Account Summary

Account Number	Account Name	Payment Amount
100-10-51500	Benefits-Health, Dental,Vi...	4.11
100-10-51750	Workers Comp Insurance	51.36
100-10-52250	Office Supplies	45.07
100-10-52450	Fuel	259.78
100-10-52500	Supplies	70.60
100-10-53200	Computer Software & Equ...	389.30
100-10-53250	Advertising/Publications	101.80
100-10-53610	Professional Services or F...	1,470.84
100-10-54350	Vehicle – Maint & Repairs	98.65
100-10-56000	Dues and Subscriptions	125.00
100-10-56050	Utilities	19.39
100-10-56100	Training/Education	359.95
100-10-56550	Postage	47.40
100-10-56650	Copier Lease	11.62
100-10-56700	Telephone / Cellular Servi...	282.10
100-10-56705	Internet Service	96.24
100-10-56800	Travel/Lodging/Meals	388.59
100-10-60885	Credit Card Payment Proc...	93.82
100-12-51750	Workers Comp Insurance	51.36
100-12-51901	City Council Stipend	300.00
100-12-52250	Office Supplies	44.69
100-12-52500	Supplies	70.53
100-12-53200	Computer Software & Equ...	151.80
100-12-53610	Professional Services or F...	353.27
100-12-56550	Postage	9.60
100-12-56650	Copier Lease	11.64
100-12-56700	Telephone / Cellular Servi...	354.21
100-12-56705	Internet Service	96.12
100-15-52250	Office Supplies	44.69
100-15-52500	Supplies	70.53
100-15-53610	Professional Services or F...	201.10
100-15-56050	Utilities	44.70
100-15-56650	Copier Lease	11.62
100-15-56700	Telephone / Cellular Servi...	86.02
100-15-56705	Internet Service	96.12
100-15-57200	Equipment	50.00
100-20-51500	Benefits-Health, Dental,Vi...	1.37
100-20-51750	Workers Comp Insurance	51.36
100-20-52250	Office Supplies	56.24
100-20-52500	Supplies	70.55
100-20-53200	Computer Software & Equ...	307.80
100-20-53610	Professional Services or F...	4,800.15
100-20-56050	Utilities	3.19
100-20-56550	Postage	47.40
100-20-56650	Copier Lease	11.62
100-20-56700	Telephone / Cellular Servi...	86.02

Account Summary

Account Number	Account Name	Payment Amount
100-20-56705	Internet Service	96.24
100-20-60250	State of Texas Court Costs	48,271.14
100-20-60695	Refund / Reimbursement	116.00
100-20920	Sales Tax Payable - Garba...	2,553.42
100-22900	DUE TO PAYROLL	80,631.76
100-30-51500	Benefits-Health, Dental,Vi...	12.33
100-30-51750	Workers Comp Insurance	2,516.40
100-30-52250	Office Supplies	224.56
100-30-52450	Fuel	2,954.55
100-30-52500	Supplies	91.63
100-30-53200	Computer Software & Equ...	2,197.20
100-30-53350	Animal Control	120.00
100-30-53610	Professional Services or F...	1,618.97
100-30-53630	Investigative Funds	237.73
100-30-54350	Vehicle – Maint & Repairs	8,052.53
100-30-56010	Uniform & Clothing	162.55
100-30-56050	Utilities	44.70
100-30-56550	Postage	47.38
100-30-56650	Copier Lease	168.08
100-30-56700	Telephone / Cellular Servi...	566.27
100-30-56705	Internet Service	96.12
100-30-56800	Travel/Lodging/Meals	4.64
100-32-52250	Office Supplies	44.69
100-32-52450	Fuel	112.91
100-32-52500	Supplies	70.53
100-32-53200	Computer Software & Equ...	151.80
100-32-53610	Professional Services or F...	352.90
100-32-56050	Utilities	3.19
100-32-56550	Postage	47.41
100-32-56650	Copier Lease	11.62
100-32-56700	Telephone / Cellular Servi...	164.26
100-32-56705	Internet Service	96.12
100-35-51500	Benefits-Health, Dental,Vi...	360.00
100-35-51750	Workers Comp Insurance	616.26
100-35-52250	Office Supplies	44.69
100-35-52450	Fuel	572.74
100-35-52500	Supplies	97.69
100-35-53200	Computer Software & Equ...	151.80
100-35-53610	Professional Services or F...	352.90
100-35-54350	Vehicle – Maint & Repairs	88.10
100-35-56050	Utilities	45.36
100-35-56550	Postage	47.38
100-35-56650	Copier Lease	11.62
100-35-56700	Telephone / Cellular Servi...	86.02
100-35-56705	Internet Service	96.12
100-46-52350	Street Material	14,567.43
100-46-52450	Fuel	253.17
100-46-52500	Supplies	799.34
100-46-53590	Tree Trimming	850.00
100-46-53610	Professional Services or F...	222.00
100-46-54250	Equipment – Maint & Rep...	62.36
100-46-54350	Vehicle – Maint & Repairs	86.99
100-46-56050	Utilities	81.23
100-46-56650	Copier Lease	11.62
100-46-57250	Equipment Lease / Tool R...	1,491.05
100-46-59300	Street Culverts	1,599.20
100-46-59305	Street / Road Project	6,559.10
100-60-51500	Benefits-Health, Dental,Vi...	1.37

Account Summary

Account Number	Account Name	Payment Amount
100-60-52250	Office Supplies	44.68
100-60-52450	Fuel	450.99
100-60-52500	Supplies	70.54
100-60-52950	Chemicals	829.09
100-60-53590	Tree Trimming	1,000.00
100-60-53610	Professional Services or F...	201.10
100-60-54200	Building & Grounds Maint...	3,348.51
100-60-54250	Equipment – Maint & Rep...	894.42
100-60-56050	Utilities	324.45
100-60-56650	Copier Lease	11.62
100-60-56700	Telephone / Cellular Servi...	132.30
100-60-56705	Internet Service	96.12
100-60-57200	Equipment	87.50
100-60-57250	Equipment Lease / Tool R...	2,131.94
100-64-51500	Benefits-Health, Dental,Vi...	1.37
100-64-51750	Workers Comp Insurance	51.36
100-64-52250	Office Supplies	61.79
100-64-52260	Summer Reading Program...	1,832.09
100-64-52500	Supplies	70.55
100-64-53013	Book Purchase - Library B...	266.74
100-64-53200	Computer Software & Equ...	151.80
100-64-53610	Professional Services or F...	352.90
100-64-56050	Utilities	3.19
100-64-56550	Postage	9.60
100-64-56650	Copier Lease	152.48
100-64-56700	Telephone / Cellular Servi...	86.02
100-64-56705	Internet Service	96.24
100-64-57200	Equipment	50.00
100-99-53270	Ambulance Membership ...	2,789.50
100-99-53550	Hosting / Meeting Expense	15.96
100-99-53610	Professional Services or F...	400.00
100-99-53615	Promotional Events & Tra...	6,743.36
100-99-53810	Janitorial Service	390.00
100-99-53990	Security Cameras / Alarm	11,262.00
100-99-54200	Building & Grounds Maint...	47,123.24
100-99-56060	Employee Recognition Ex...	494.73
100-99-56420	Garbage Service Expense	22,260.00
100-99-60100	Sales Tax Due to EDC	20,615.74
110-11-56050	Utilities	3.19
110-11-56700	Telephone / Cellular Servi...	86.02
110-11-56705	Internet Service	96.12
200-99-53250	Advertising/Publications	1,500.00
400-99-53700	I&S Indebitness	202,550.00
415-99-57128	SCADA System	975.68
415-99-57131	Wastewater Plant Improv...	7,051.48
415-99-57132	Park Improvements	1,341.40
415-99-57133	Street / Road Project	71,712.17
500-10-51500	Benefits-Health, Dental,Vi...	2.74
500-10-51750	Workers Comp Insurance	51.36
500-10-52250	Office Supplies	61.78
500-10-52500	Supplies	70.53
500-10-53200	Computer Software & Equ...	389.30
500-10-53610	Professional Services or F...	590.40
500-10-54350	Vehicle – Maint & Repairs	90.10
500-10-56050	Utilities	3.19
500-10-56550	Postage	1,009.39
500-10-56650	Copier Lease	11.64
500-10-56700	Telephone / Cellular Servi...	202.25

Account Summary

Account Number	Account Name	Payment Amount
500-10-56705	Internet Service	121.10
500-10-60885	Credit Card Payment Proc...	844.44
500-22900	DUE TO PAYROLL	30,775.20
500-40-51500	Benefits-Health, Dental,Vi...	6.85
500-40-51750	Workers Comp Insurance	1,540.65
500-40-52250	Office Supplies	44.68
500-40-52450	Fuel	1,819.15
500-40-52500	Supplies	973.12
500-40-52950	Chemicals	695.43
500-40-53200	Computer Software & Equ...	318.30
500-40-53610	Professional Services or F...	2,689.99
500-40-54250	Equipment – Maint & Rep...	88.01
500-40-54350	Vehicle – Maint & Repairs	74.10
500-40-54420	Maint & Repairs - Distribu...	19,973.07
500-40-54600	Maint & Repairs - Water ...	3,573.00
500-40-54650	Maint & Repairs - Meters	927.20
500-40-56010	Uniform & Clothing	367.31
500-40-56050	Utilities	12,887.44
500-40-56100	Training/Education	600.00
500-40-56400	Permits, License and Lab...	397.73
500-40-56550	Postage	156.60
500-40-56650	Copier Lease	11.62
500-40-56700	Telephone / Cellular Servi...	385.23
500-40-56705	Internet Service	281.62
500-40-57200	Equipment	87.50
500-40-57250	Equipment Lease / Tool R...	1,491.05
500-45-51500	Benefits-Health, Dental,Vi...	1.37
500-45-51750	Workers Comp Insurance	205.39
500-45-52250	Office Supplies	44.68
500-45-52450	Fuel	183.63
500-45-52500	Supplies	940.30
500-45-52950	Chemicals	695.43
500-45-53200	Computer Software & Equ...	167.30
500-45-53610	Professional Services or F...	389.02
500-45-54250	Equipment – Maint & Rep...	62.35
500-45-54500	Maint & Repairs - Sewer S...	5,363.59
500-45-54510	Maint & Repairs - WWTP	94.00
500-45-56050	Utilities	3.21
500-45-56400	Permits, License and Lab...	1,207.57
500-45-56550	Postage	9.60
500-45-56650	Copier Lease	11.68
500-45-56700	Telephone / Cellular Servi...	109.12
500-45-56705	Internet Service	281.69
500-45-57250	Equipment Lease / Tool R...	1,491.04
500-99-53550	Hosting / Meeting Expense	14.04
500-99-53810	Janitorial Service	390.00
500-99-53990	Security Cameras / Alarm	11,262.00
500-99-54200	Building & Grounds Maint...	46,689.05
900-20110	Federal Withholding	5,941.76
900-20115	Medicare Withholding	2,328.64
900-20120	Social Security	9,956.72
900-20140	Texas Unemployment	110.47
900-20150	TML - Health Insurance	36,386.28
900-20400	Life Insurance AD & D	116.22
900-20500	Child Support	177.69
900-20515	Colonial	518.44
900-21600	TMRS-Liability	21,707.33
Grand Total:		833,087.15

Project Account Summary**Project Account Key**

None

Payment Amount

833,087.15

Grand Total:

833,087.15



BL ACCT 00100928-10000000
CITY OF VAN
Account Number: ##### 0514
Page 1 of 4



SCORECARD

Bonus Points
Available
141,433

Account Summary

Billing Cycle	07/13/2021	
Days In Billing Cycle	30	
Previous Balance	\$3,855.21	
Purchases	+	\$2,886.89
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$3,855.21
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE **\$2,886.89**

Credit Summary

Total Credit Line	\$32,500.00
Available Credit Line	\$29,613.11
Available Cash	\$29,613.11
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 **\$2,886.89**

MINIMUM PAYMENT **\$102.00**

PAYMENT DUE DATE **08/07/2021**

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				\$3,855.21-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
06/30	07/01	74003651182001213000011	PAYMENT - THANK YOU	\$3,855.21-

Cardholder Account Summary

SERECAD HUFF ##### 7480	Payments & Other Credits \$0.00	Purchases & Other Charges \$827.95	Cash Advances \$0.00	Total Activity \$827.95
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/16	06/17	PBUS01	24207851167204300042003	VAN ZANDT CO SVC FEE FORT WORTH TX	\$2.12
06/16	06/17	PBUS01	24207851167204300042110	VAN ZANDT CO, TX CC FINES CANTON TX	\$90.00
06/23	06/24	PBUS01	24137461175001034428026	USPS PO 4892400790 VAN TX	\$147.00
06/26	06/27	PBUS01	24269791178000851897856	RICHIES BAR AND GRILL GRAND SALINE TX	\$15.96

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

07/13/21

New Balance

\$2,886.89

Total Minimum
Payment Due

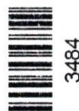
\$102.00

Payment Due Date

08/07/21



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.

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.

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.

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.

BILLING RIGHTS SUMMARY

In your letter, give us the following information:

- 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.

NAME CHANGE

Last

First

Middle

ADDRESS CHANGE

Street

City

State

ZIP Code

Home Phone ()

Business Phone ()

Cell Phone (| |)

E-mail Address

SIGNATURE REQUIRED

SIGNATURE REQUIRED TO AUTHORIZE CHANGES Signature _____



BL ACCT 00100928-10000000

CITY OF VAN

Account Number: #### #### #### 0514

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Cardholder Account Detail Continued

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/28	06/29	PBUS01	24377351180000003859943	TEXAS MUNICIPAL CLERKS AS 940-5653488 TX	\$280.00
06/29	06/30	PBUS01	24207851180202400050838	VAN ZANDT CO SVC FEE FORT WORTH TX	\$3.85
06/29	06/30	PBUS01	24207851180202400050945	VAN ZANDT CO, TX CC FINES CANTON TX	\$164.00
07/07	07/09	PBUS01	24137461189500729052631	BROOKSHIRES 2 VAN TX	\$41.09
07/09	07/11	PBUS01	24207851190201700062772	VAN ZANDT CO SVC FEE FORT WORTH TX	\$1.93
07/09	07/11	PBUS01	24207851190201700062889	VAN ZANDT CO, TX CC FINES CANTON TX	\$82.00

Cardholder Account Summary

CHARLES G WEST #### #### #### 4756	Payments & Other Credits \$0.00	Purchases & Other Charges \$593.54	Cash Advances \$0.00	Total Activity \$593.54
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/11	06/14	PBUS01	24325451164900012133019	KRR RESTAURANT 512-5824721 TX	\$11.20
06/13	06/15	PBUS01	24325451165900013389262	KALAHARI RESORT - TX ROUND ROCK TX	\$119.05
06/21	06/23	PBUS01	24755421173151731890411	HILTON HOTEL AUSTIN AUSTIN TX	\$238.66
06/20	06/23	PBUS01	24692161173100644880587	WHATABURGER 570 Q26 BELTON TX	\$9.03
06/21	06/23	PBUS01	24692161173100645421084	WHATABURGER 293 CORSICANA TX	\$10.65
06/24	06/25	PBUS01	24801971175063624026704	KRYTERION WEBASSESSOR PHOENIX AZ	\$79.95
06/24	06/27	PBUS01	24492151176852063124612	ICMA ONLINE 202-289-4262 DC	\$50.00
06/28	06/29	PBUS01	24733091180091283000242	TDLR HEALTH EGOV.COM TX	\$75.00

Cardholder Account Summary

FIRE CHIEF #### #### #### 9136	Payments & Other Credits \$0.00	Purchases & Other Charges \$115.26	Cash Advances \$0.00	Total Activity \$115.26
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/26	06/27	PBUS01	24207851177203600275964	HILLIARD HARDWARE VAN TX	\$27.16
06/29	06/30	PBUS01	24207851180202400303807	HILLIARD HARDWARE VAN TX	\$42.12
07/02	07/04	PBUS01	24231681184286000000076	RUSH TRK CTR TYLER TYLER TX	\$45.98

Cardholder Account Summary

KEVIN N JOHNSON #### #### #### 9722	Payments & Other Credits \$0.00	Purchases & Other Charges \$525.05	Cash Advances \$0.00	Total Activity \$525.05
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/16	06/17	PBUS01	24207851167204300319088	HILLIARD HARDWARE VAN TX	\$8.76
06/17	06/18	PBUS01	24137461169001040875986	BROOKSHIRES 2 VAN TX	\$400.00
06/21	06/22	PBUS01	24692161172100298316137	LOWES #01965* LINDALE TX	\$56.40
06/25	06/27	PBUS01	24207851176200700358147	HILLIARD HARDWARE VAN TX	\$45.85
06/24	06/27	PBUS01	24251381176030052191330	TELES MEXICAN RESTAURANT VAN TX	\$14.04

Cardholder Account Summary

JOHN H BROWN #### #### #### 7459	Payments & Other Credits \$0.00	Purchases & Other Charges \$242.37	Cash Advances \$0.00	Total Activity \$242.37
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/08	07/13	PBUS01	24073141193900019300492	SIRCHIE FINGER PRINT LABO 919-5541435 NC	\$237.73
07/12	07/13	PBUS01	24427331193720205900271	MCDONALD'S F39055 PROSPER TX	\$4.64

Cardholder Account Summary

JEFF GREEN #### #### #### 7624	Payments & Other Credits \$0.00	Purchases & Other Charges \$43.62	Cash Advances \$0.00	Total Activity \$43.62
-----------------------------------	---------------------------------------	---	-------------------------	---------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/17	06/18	PBUS01	24207851168207200349658	HILLIARD HARDWARE VAN TX	\$11.04
06/29	06/30	PBUS01	24207851180202400304409	HILLIARD HARDWARE VAN TX	\$32.58

Cardholder Account Summary

TOMMY SMITH #### #### #### 7632	Payments & Other Credits \$0.00	Purchases & Other Charges \$539.10	Cash Advances \$0.00	Total Activity \$539.10
------------------------------------	---------------------------------------	--	-------------------------	----------------------------

Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/17	06/18	PBUS01	24207851168207200350367	HILLIARD HARDWARE VAN TX	\$22.90
06/17	06/20	PBUS01	24122591169017029333673	POOL SUPPLY UNLIMITED 888-836-6025 CA	\$398.67
06/22	06/23	PBUS01	24226381174400007140407	SAMSLUB #8284 TYLER TX	\$46.44
06/22	06/24	PBUS01	24137461175001034430576	TRACTOR-SUPPLY-CO #0469 TYLER TX	\$38.95
07/09	07/11	PBUS01	24207851190201700354989	HILLIARD HARDWARE VAN TX	\$32.14

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 07/12/2021

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	137,334	4,099	0	0	141,433

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%	\$2,886.89
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

Days In Billing Cycle: 30

APR = Annual Percentage Rate

¹ FCM = Finance Charge Method

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



**NOTICE OF A REGULAR MEETING
OF THE CITY COUNCIL
Tuesday, August 3, 2021
6:00 PM**

Don Smith
Mayor

Amanda Davis
Council Member

Linzy Neal
Council Member

Charles Ryan
Council Member

Ryan Hanson
Council Member

Ernie Burns
Mayor Pro-Tem

MINUTES

I. CALL MEETING TO ORDER

Meeting called to order by Mayor Don Smith

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

Absent: None

II. ACTION ITEMS

- A. Consideration and Possible Action on submitting a name for the Board of Trustees for TML Health Benefits Pool for Region 13

No action was taken on the item at that time.

- B. Discussion concerning McMillan Park

The City Council heard from William Spencer, Sally Williams, and Randy Garret concerning the status and condition of McMillan Park. More updates and solutions are to be provided to the council over the next few weeks until all issues are resolved to the City Council's satisfaction and final acceptance of McMillan Park.

III. ADJOURN



DATA SHEET
AGENDA ITEM NO. VI.A.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Public Hearing on Annexation

Background:

Per State Statutes, we are required to hold a public hearing on any property being annexed by the city. This public hearing for the 10.474 acres that the city has been petitioned to annex in the corporate city limits of Van, Texas. A notice was published in the newspaper of record for the City of Van as well a noticed placed on the City of Van website for a minimum of 10 days prior to the meeting date.

Financial Impact:

None

Recommendation:

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

Submitted by Charles West

ANNEXATION PETITION

To: The Mayor and City Council, City of Van, County of Van Zandt, Texas.

GREETINGS:

I, Walid Alameddine, Vice President of Victron Stores, LP, as the owner of the property described on the attached Exhibits "A" and "B" which adjoin the municipal limits and is not more than one half (1/2) mile in width, hereby petition the City Council to extend the present municipal limits so as to annex and include said property as described in Exhibits "A" and "B."

I am presenting this Petition seeking annexation of this property by the City of Van of my own volition and fully understand and acknowledge all consequences, legal and otherwise, associated with the annexation of the property.

Submitted and filed with the City Secretary of Van, Texas this 20th day of July, 2021.

PETITIONER:

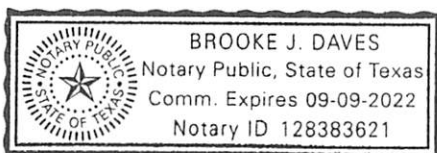
VICTRON STORES, L.P., a Texas limited partnership

BY: VICTRON INVESTMENT, L.L.C., a Texas limited liability company, its General Partner

By: 
WALID ALAMEDDINE, Vice President

STATE OF TEXAS §
 §
COUNTY OF ELLIS §

This instrument was acknowledged before me on July 20, 2021 by WALID ALAMEDDINE, Vice President of VICTRON INVESTMENT, L.L.C., a Texas limited liability company, the General Partner of VICTRON STORES, L.P., a Texas limited partnership, on behalf of said limited liability company and limited partnership.




Notary Public, State of Texas

EXHIBIT "A"

Legal Description
10.474 Acres
J. Thomas Survey, A-866
Van Zandt County, Texas

ALL THAT CERTAIN lot, tract, or parcel of land situated within the J. Thomas Survey, Abstract 866, Van Zandt County, Texas and being all of a called 0.35 acre tract described in a deed to Ken W. Wiggins, dated November 25, 2009, recorded in Document Number 2009-009852 in the Deed Records of Van Zandt County, Texas and being a part of a called 87.9 acre tract described in a deed to Ken Wayne Wiggins, dated February 26, 2009, recorded in Document Number 2009-001853 in said Deed Records, and being more completely described as follows:

BEGINNING at a 1/2 inch iron rod found for the north corner of said 0.35 acre, same being at the intersection of the south right of way line of Interstate Highway 20 (right of way varies) with the east right of way of F.M. 314 (80' right of way);

THENCE South 79 deg. 30 min. 50 sec. East along said south right of way line and the north line of said 0.35 acre tract, a distance of 372.25 feet to a broken Type I right of way monument found for the east corner of said 0.35 acre tract;

THENCE North 87 deg. 25 min. 18 sec. East continuing along said south right of way line, a distance of 93.45 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner from which a broken Type I right of way marker found, bears North 87 deg. 25 min. 18 sec. East, a distance of 1,093.11 feet;

THENCE across said 87.9 acre tract as follows:

South, a distance of 46.35 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

East, a distance of 474.03 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

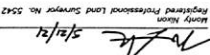
South, a distance of 465.04 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

West, a distance of 620.87 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

North, a distance of 23.81 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner, and

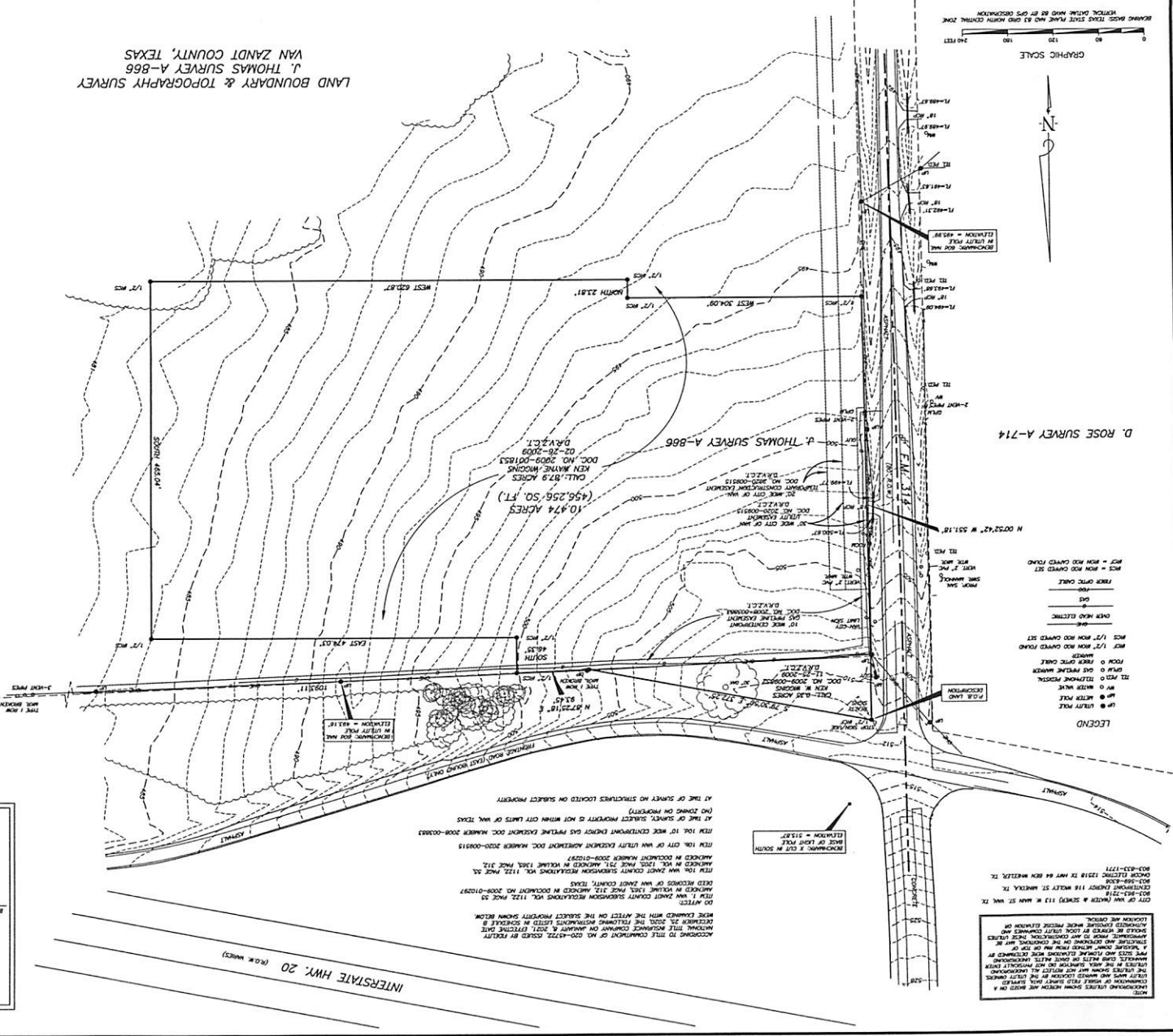
West, a distance of 304.09 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner in the west line of said 87.9 acre tract, same being the east right of way line of said F.M. 314,

THENCE North 00 deg. 52 min. 42 sec. West along said west line and said east right of way line, a distance of 551.18 feet to the **PLACE OF BEGINNING** containing 10.474 acres (456,256 square feet) of land.

[illegible]

Summit Surveying, Inc.
Land Boundary • Topography • GPS • Geodetic
2040 Deetbrook Drive, Tyler, Texas 75703 • (903) 561-9544
TBS Firm No. 10081000

REVIEWS	DATE	BY
REVISED	02-04-21	
REVISED TITLE COMMENT	02-12-21	
REVIEW BOUNDARY & ACRAGE	04-09-21	
CONJECT DISTANCE IN UICOL OFFICE	04-09-21	
REVIEW EXISTING LANDUSE	04-21-21	
REVIEW BOUNDARY & ACRAGE	09-12-21	





DATA SHEET
AGENDA ITEM NO. VI.B.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on adopting an ordinance annexing property into the city limits for which the city has received a petition and conducted a public hearing.

Background:

This ordinance is required to annex the property into the city limits.

Financial Impact:

Recommendation:

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

ORDINANCE NUMBER _____

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF VAN ANNEXING THE HEREINAFTER DESCRIBED TERRITORY TO THE CITY OF VAN, TEXAS, AND EXTENDING THE BOUNDARY OF SAID CITY SO AS TO INCLUDE SAID HEREINAFTER DESCRIBED PROPERTY WITHIN THE CITY LIMITS AND GRANTING TO SAID TERRITORY AND TO ALL FUTURE INHABITANTS OF SAID PROPERTY ALL OF THE RIGHTS AND PRIVILEGES OF OTHER CITIZENS AND BINDING SAID FUTURE INHABITANTS BY ALL THE ACTS AND ORDINANCES OF SAID CITY.

WHEREAS, the City is authorized to annex territory in accordance with Texas Local Government Code §43.001, *et seq.*; and

WHEREAS, said territory proposed to be annexed is within the City's extraterritorial jurisdiction, is contiguous to the City and is one-half mile or less in width; and

WHEREAS, the City has received a petition (attached hereto as **Exhibit A**) in writing to annex the hereinafter described territory; and

WHEREAS, after holding a public hearing and hearing arguments for and against the same, the governing body has voted to annex said territory into the City under the authority of §43.0671 of the Texas Local Government Code.

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

SECTION 1.

That the heretofore described property, more specifically described in **Exhibit B** attached to this Ordinance, is hereby annexed to the City of Van, Texas, and that the boundary limits of the City of Van be, and the same are hereby, extended to include the above-described territory within the City Limits of the City of Van, and the same shall hereafter be included within the territorial limits of said City, and the inhabitants and owners thereof shall hereinafter be entitled

to all the rights and privileges of other citizens of the City of Van and they shall be bound by the acts, ordinances, resolutions and regulations of said City.

SECTION 2.

That the City Secretary is hereby directed to file with the County Clerk and other appropriate officials and agencies, as required by state and federal law and applicable annexation procedures, a certified copy of this Ordinance, and the petition requesting this annexation previously referenced herein.

SECTION 3.

Should the annexation of any property of this Ordinance be held unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect, impair or invalidate the annexation of any other property or portion of property thereof, which is included in and subject to this annexation Ordinance.

PASSED AND APPROVED by the City Council, City of Van, Texas, this _____ day of _____, 2021.

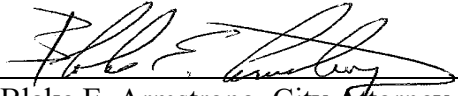
APPROVED BY:

Don Smith, Mayor

ATTEST:

Sereca Huff-Huggins, City Secretary

APPROVED AS TO FORM:



Blake E. Armstrong, City Attorney

EXHIBIT A

Petition/Written Request of Landowner

EXHIBIT B

Legal Description



DATA SHEET
AGENDA ITEM NO. VI.C.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on Municipal Service Agreement with Victron Stores, LP

Background:

As part of the annexation process, the city is required to have a service agreement for the property being annexed. Our attorney drafted the attached agreement.

Financial Impact:

None at this time

Recommendation:

Approve the agreement with Victron Stores, LP

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

Submitted by Charles West

MUNICIPAL SERVICES AGREEMENT
BETWEEN THE CITY OF VAN, TEXAS AND VICTRON STORES, L.P.

This Municipal Services Agreement (“Agreement”) is entered into on the _____ day of _____, 2021 by and between the City of Van, Texas, a general-law municipality of the State of Texas (“City”) and Victron Stores, L.P. (“Owner”), collectively referred to herein as the “Parties.”

RECITALS

The Parties agree that the following recitals are true and correct and form the basis upon which the Parties have entered into this Agreement.

WHEREAS, Section 43.0672 of the Texas Local Government Code permits the City to annex an area if each owner of land in an area requests the annexation; and

WHEREAS, where the City elects to annex such an area, the City is required to enter into a written agreement with the property owner(s) that sets forth the City services to be provided for the Property on or after the effective date of annexation; and

WHEREAS, Owner owns certain parcels of land situated in Van Zandt County, Texas, which are located in the City’s extraterritorial jurisdiction, such property being more particularly described and set forth in Exhibit “A” attached and incorporated herein by reference (“Property”); and

WHEREAS, Owner has filed a written request with the City for full-purpose annexation of the Property; and

WHEREAS, City and Owner desire to set out the City services to be provided for the Property on or after the effective date of annexation; and

WHEREAS, this Agreement is subject to approval by the Van City Council.

NOW THEREFORE, in exchange for the mutual covenants, conditions and promises contained herein, City and Owner agree as follows:

1. **PROPERTY.** This Agreement is only applicable to the Property, which is more particularly described in the attached Exhibit “A.”
2. **INTENT.** It is the intent of the City that this Agreement provide for the delivery of full, available municipal services to the Property in accordance with state law, which may be accomplished through any means permitted by law.
3. **MUNICIPAL SERVICES.**
 - a. Commencing on the effective date of annexation, the City will provide the municipal services set forth below. As used in this Agreement, “providing

services” includes having services provided by any method or means by which the City may extend municipal services to any other area of the City.

- i. Police. The City’s Police Department will provide protection and law enforcement services.
 - ii. Fire. The City’s Fire Department will provide fire protection and emergency services.
 - iii. Planning, Zoning and Building. The City’s Planning and Development Department will provide comprehensive planning, land development, land use and building review and inspection services in accordance with all applicable laws, rules and regulations.
 - iv. Streets. The City’s Public Works Department will maintain the public streets and streetlights over which the City has jurisdiction.
 - v. Water and Wastewater. Once connected to the City’s water and sanitary sewer mains, the water and sanitary sewage service will be provided by the City at rates established by City ordinances for such service.
 - vi. Solid Waste Services. The City will provide solid waste collection services in accordance with existing City ordinances and policies.
 - vii. Code Compliance. The City’s Code Compliance Department will provide education, enforcements and abatement relating to code violations within the Property.
 - b. It is understood and agreed that the City is not required to provide a service that is not included in this Agreement.
4. **AUTHORITY**. City and Owner represent that they have full power, authority and legal right to execute, deliver and perform their obligations pursuant to this Agreement. Owner acknowledges that approval of the Annexation is within the sole jurisdiction of the City Council. Nothing in this Agreement guarantees favorable decisions by the City Council.
 5. **SEVERABILITY**. If any part, term or provision of this Agreement is held by the courts to be illegal, invalid or otherwise unenforceable, such illegality, invalidity or unenforceability will not affect the validity of any other part, term or provision, and the rights of the Parties will be construed as if the part, term or provision was never part of the Agreement.
 6. **GOVERNMENTAL POWERS**. It is understood that by execution of this Agreement, the City does not waive or surrender any of its governmental powers or immunities.
 7. **COUNTERPARTS**. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.
 8. **AGREEMENT BINDS SUCCESSORS AND RUNS WITH THE LAND**. This Agreement is binding on and inures to the benefit of the Parties, their successors and assigns. The term of this Agreement constitutes covenants running with the land comprising the Property and is binding on the Owner.

9. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior oral and written agreements between said Parties. This Agreement shall not be amended unless executed in writing by both Parties.

CITY OF VAN, TEXAS

VICTRON STORES, L.P.

By: _____
Don Smith, Mayor

By: _____
Name: _____
Title: _____

STATE OF TEXAS §
 §
COUNTY OF VAN ZANDT §

This instrument was acknowledged before me on the _____ day of _____, 2021 by Don Smith, as Mayor of the City of Van, Texas.

Notary Public, State of Texas

STATE OF TEXAS §
 §
COUNTY OF VAN ZANDT §

This instrument was acknowledged before me on the _____ day of _____, 2021 by _____, as _____ of Victron Stores, L.P.

Notary Public, State of Texas

Legal Description
10.474 Acres
J. Thomas Survey, A-866
Van Zandt County, Texas

ALL THAT CERTAIN lot, tract, or parcel of land situated within the J. Thomas Survey, Abstract 866, Van Zandt County, Texas and being all of a called 0.35 acre tract described in a deed to Ken W. Wiggins, dated November 25, 2009, recorded in Document Number 2009-009852 in the Deed Records of Van Zandt County, Texas and being a part of a called 87.9 acre tract described in a deed to Ken Wayne Wiggins, dated February 26, 2009, recorded in Document Number 2009-001853 in said Deed Records, and being more completely described as follows:

BEGINNING at a 1/2 inch iron rod found for the north corner of said 0.35 acre, same being at the intersection of the south right of way line of Interstate Highway 20 (right of way varies) with the east right of way of F.M. 314 (80' right of way);

THENCE South 79 deg. 30 min. 50 sec. East along said south right of way line and the north line of said 0.35 acre tract, a distance of 372.25 feet to a broken Type I right of way monument found for the east corner of said 0.35 acre tract;

THENCE North 87 deg. 25 min. 18 sec. East continuing along said south right of way line, a distance of 93.45 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner from which a broken Type I right of way marker found, bears North 87 deg. 25 min. 18 sec. East, a distance of 1,093.11 feet;

THENCE across said 87.9 acre tract as follows:

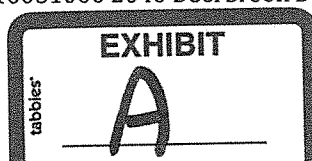
South, a distance of 46.35 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

East, a distance of 474.03 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

South, a distance of 465.04 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

West, a distance of 620.87 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner,

North, a distance of 23.81 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner, and



West, a distance of 304.09 feet to a 1/2 inch iron rod capped "Summit Surveying" set for corner in the west line of said 87.9 acre tract, same being the east right of way line of said F.M. 314,

THENCE North 00 deg. 52 min. 42 sec. West along said west line and said east right of way line, a distance of 551.18 feet to the **PLACE OF BEGINNING** containing 10.474 acres (456,256 square feet) of land.



DATA SHEET
AGENDA ITEM NO. VI.D.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

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

Background:

Consideration and Possible action for subdivision of a called 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.



CITY OF VAN
PLAT APPLICATION

- ☐ Plat \$250.00 For new subdivision or large scale development
- ☐ Amended plat \$100.00 Revised plat correcting errors or making minor changes to original recorded final plat
- ☒ Replat \$150.00 Resubdividing of any part or all of a block or blocks of a previously platted subdivision, additional lot or tract
- ☐ Minor Plat \$100.00 A subdivision resulting in four or fewer lots, provided that the plat is for conveyance purposes only (i.e., sale of the property with no development/construction proposed), that the plat does not create any new easements for public facilities or the construction / development of said subdivision will not require that construction of any new street, or portion thereof, or the extension of any municipal facilities to serve any lot within the subdivision. Any property to be subdivided using a minor plat shall already be served by all required City utilities and services or in the ETJ of the City of Van with no services or water only.

Name of Applicant:

Teresa Johnson

Company Name:

Address:

385 VZCR 1502 Van, TX 75790

Name of Owner:

Teresa Johnson

Address:

385 VZCR 1502 Van, TX 75790

Name of Addition:

Jay Cole

Current Zoning:

R

Number of Acres:

1

Number of Lots:

2

Proposed Zoning:

M

Address or Legal Description of Property:

Proposed: 0.507 acres out of 1.087, BLK; LOT PT 9 + RT
10 ADDN: Lazy Acres

Reason for Request:

Proposing to split the 1.087 tract into a 0.507
For multi-family use.

I certify that I am the owner, or duly authorized agent of the owner, for the purpose of this application; all information submitted herein is true and correct; and the application of \$150 to cover the cost of this application, has been paid the City of Van on this the 21 day of July, 2021.

I further certify that there are no deed restrictions or covenants that will restrict, alter or affect the plat or replat.

Signature:

Teresa B. Johnson

Date:

7-13-2021



DATA SHEET
AGENDA ITEM NO. VI.E.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration and Possible Action on Activity Permit submitted by Van High School to hold the annual Homecoming Parade

Background:

The High School has submitted a activity permit for the annual Homecoming Parade.

Financial Impact:

Overtime for city workers to block traffic at intersections for the parade.

Recommendation:

Approve

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

City of Van

ACTIVITY PERMIT APPLICATION

IMPORTANT DETAILS

A permit is required for events taking place on City of Van property or streets utilizing City services or affecting municipal policies and affairs. Applicants must check each box below to indicate they have read and understand the following important details...

- ☐ Application and \$15.00 non-refundable permit processing fee must be submitted to the City Secretary's Office at Van City Hall, 189 South Maple Street.
- ☐ Applications must be submitted a minimum of 45 days prior to the event, although additional time is highly recommended. (Application for street closure for more than 4 hours on state or farm to market road requires 60 days' notice.)
- ☐ All needs must be finalized and all requirements must be met at least 10 days prior to the event.
- ☐ If event requires the use of a City of Van community center typically rented from the City Hall, it is the responsibility of the applicant to make separate rental arrangements and pay any associated fees.
- ☐ The City Secretary will review all Activity Permit Applications to determine final approval; and, if approved, the application will be forwarded to the Public Safety Departments for coordination of needs and approval, the application will be forwarded to the Public Works Director for coordination of needs and approval, the application will be forwarded to the City Administrator for reviews and approval. All parades and street closures will have to be reviewed with final approval from the City Council.
- ☐ The Public Safety Departments will contact the applicant to discuss/coordinate the public safety needs related to the event. The number of officers necessary for the event will be determined by the Public Safety Departments based on the route and/or event being conducted.
- ☐ Additional fees for other City services may also apply such as the provision of additional trash dumpster.
- ☐ Incomplete applications will not be considered and will be automatically denied.

APPLICATION CHECKLIST

The following items should be submitted with the application, and applications will be considered incomplete if any of the items are missing. Applicant must mark each box to indicate the requirement has been met; or (1) explain in the space provided why the requirement has not been met and (2) provide the date of when the requirement will be met.

- ☐ A map showing the event area and route (if applicable) with electrical needs (if applicable). The need for street barricades and traffic must also be identified.
- ☐ A description of the event with a schedule/itinerary.

- ☐ Copies of all permits and licenses required for the event (for example, Texas Alcoholic Beverage Commission permits, Health District food permits etc.). Additional information on this requirement is provided within this application. These copies must be submitted to the City Secretary no later than ten days prior to the event.

APPLICANT (EVENT COORDINATOR/MANAGER) CONTACT INFORMATION

Name ~~Van High School~~ Van High School
Organization Van High School
Mailing Address 985 N. Maple City Van State TX Zip 75790
Telephone Number 963- Cell Number (903) 780-6113
Email Address Elicabeth.Harvey@vanisd.org Fax Number _____

EVENT INFORMATION

Name of Event Van Homecoming Parade
Date of Event 9-24-21
Time of Event 7:00pm
Setup Arrival Time 6:45pm Cleanup Time _____

Mark the category that best describes the event:

☐ Non Profit/Community Event	☐ Recreational/Sporting Event
☐ Charitable Event	☐ Parade/March
☐ Private Event	☐ Other (Describe: _____)
☐ City Event	☒ School District

____ Street Closures (Applicant must list all streets that will be affected or closed for the event.)

Walnut, Main, S. Bois Arc, Main 4 way stop

____ Cones and Barricades (Applicant must list the number of City cones and barricades that will be needed for the event.)

____ Additional Trash Cans (Applicant must list the number of additional trash cans that will be needed for the event and where they will be needed.)

Depending on the event, various other permits may be required. Place a check mark in the space provided if the event will require the indicated type of permit. If the event does not require the indicated type of permit, applicant should place "N/A" in the space provided.

☐ Sale or distribution of alcohol (Texas Alcoholic Beverage Commission permit)
☐ Preparation and sale of food (Temporary Food Permit/Health District if required)

Proof of all permits must be submitted at least ten days before the event.

INDEMNITY AND HOLD HARMLESS AGREEMENT - MUST BE SUBMITTED WITH APPLICATION

STATE OF TEXAS
COUNTY OF VAN ZANDT
CITY OF VAN

In consideration of the City of Van authorizing the temporary closure of certain streets, rights-of-way or other City property, namely:

Walnut, Main, S Bois Arcy, Main 4 way
(Name of Streets and/or Parks Involved)

for the use of Van High School (hereafter called Sponsor)
(Name of Organization)

for the purpose of Homecoming Parade
(Purpose of Event)

to be held on 9-24-21, 20 21, sponsor hereby agrees
(Date of Event)

to indemnify, protect, and hold harmless the City of Van, officers, City officials, volunteers and employees from and against any and all liability or alleged liability in any form whatsoever including but not limited to all claims, demands, suits, judgements or causes of action of every kind and character, including the cost of defense thereof, for any injury to, including death of persons and any losses for damages to property caused by or alleged to be caused, arising out of, or alleged to arise out of, either directly or indirectly from any cause whatsoever in connection with or incidental to the temporary closure of certain streets, rights-of-way or other City property, as described above, **WHETHER OR NOT SAID CLAIMS, DEMANDS, CAUSES OF ACTIONS ARE CAUSED BY THE NEGLIGENCE OF THE CITY, ITS OFFICERS, OFFICIALS, VOLUNTEERS AND EMPLOYEES, OR WHETHER IT IS CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND A PARTY TO THIS AGREEMENT, OR WHETHER IT WAS CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND SOME OTHER THIRD PARTY.** Notwithstanding the foregoing, the Sponsor specifically agrees to so indemnify, protect, and hold harmless the City from and against any and all liability that may be made or pursued by any agent, employee, officer or other person connected to Sponsor or by any person who is a participant or bystander at Sponsor's event in connection with or incidental to the temporary closure described above which is alleged to be attributed to any condition of or upon the City's property, facilities, material, or equipment. The Sponsor also agrees to waive any and all claims it may have against City resulting from or arising out of claims and suits covered by this Agreement and agrees that any insurance carrier involved shall not be entitled to subrogation under any circumstances against City, its officers, officials, volunteers and employees. Sponsor further agrees to release the City its agents, officers and employees from all claims, demands, suits, causes or action or judgements which Sponsor ever had, now has, or may have in the future or any claim to have against the City, arising out of or in any way connected with the temporary closure described above, **WHETHER OR NOT SAID CLAIMS, DEMANDS, SUITS, CAUSES OR ACTION OR JUDGEMENTS ARE CAUSED BY THE NEGLIGENCE OF THE CITY, ITS OFFICERS, OFFICIALS, VOLUNTEERS AND EMPLOYEES, OR WHETHER IT WAS CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND A PARTY TO THIS AGREEMENT, OR WHETHER IT WAS CAUSED BY CONCURRENT NEGLIGENCE OF THE CITY AND SOME OTHER THIRD PARTY.**

Date: 8-2-21

By: Elizabeth Harvey
Signature

Elizabeth Harvey
Printed Name and Title

985 N. Maple
Address

Above Signature Attested By

APPLICATION ACCEPTED BY CITY SECRETARY: _____
Signature Date

INSURANCE INFORMATION

INSURANCE. Sponsor will provide continuous enforcement of adequate insurance issued by companies authorized to conduct business in the State of Texas covering all employees employed by the Sponsor. The Sponsor shall keep in full force and effect during the term of this agreement insurance in the following types and minimum amounts:

<u>TYPE</u>	<u>AMOUNT</u>
Workers' Compensation Employer's Liability	Statutory \$1,000,000.00
Comprehensive General Liability, Including Contractual Liability, Injury Liability.	<u>Bodily Injury</u> \$500,000.00 per person \$1,000,000.00 aggregate <u>Property Damage</u> \$250,000.00 per occurrence \$500,000.00 aggregate
Comprehensive Automobile liability, Including Owned, Non-Owned and Hired Car Coverage.	<u>Bodily Injury</u> \$500,000.00 per person \$1,000,000.00 aggregate <u>Property Damage</u> \$250,000.00 per occurrence \$500,000.00 aggregate

The Comprehensive General Liability policy will name the City of Van its officers, officials, volunteers and employees as additional insured. The Workers' Compensation policy will reflect a "waiver of subrogation" in favor of the City of Van. All insurance policies shall be subject to the examination and approval of the City for their adequacies as to form, content, form of protection, and insurance company. The Sponsor shall furnish to City's Risk Manager, for the City files, certificates or copies of the policies, plainly and clearly evidencing such insurance, with exclusions, exceptions, or limitations, prior to the execution of this agreement by all parties and thereafter new certificates or policies prior to the expiration date of any prior certificate or policy. Sponsor understands that it is its sole responsibility to provide this necessary information and that failure to timely comply with these insurance requirements shall be cause for termination of this agreement. All insurance policies required herein shall also provide that such insurance shall not be canceled or materially changed without a minimum of thirty (30) days' advance notice in writing to the City. Sponsor further agrees that any insurance carrier involved shall not be entitled to subrogation under any circumstances against the City, its officers, officials, volunteers and employees.

CITY ADMINISTRATOR REVIEW: Approved () Denied () _____

PUBLIC WORKS DIRECTOR REVIEW: Approved () Denied () _____

POLICE CHIEF REVIEW: Approved () Denied () _____

FIRE CHIEF REVIEW: Approved () Denied () _____

CITY COUNCIL: Approved () Denied () At City Council Meeting held _____, 20____

ANY CITY RECOMMENDATIONS: _____

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DATA SHEET
AGENDA ITEM NO. VI.F.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discuss and consider approving the recommendation of the Selection Review Committee to award by resolution ***(insert name of Grant Administration Firm)*** for grant administration services in conjunction with funding from the U.S. Department of Treasury for the American Rescue Plan Act (ARPA) to provide application preparation (if applicable), project administration and project-related management services

Background:

The city advertised and received proposals for administrative services for the American Rescue Act funding, which the City of Van is supposed to receive approximately \$679,181.29

We received proposals from :

- Langford Community Management Services
- Grantworks, INC.
- Traylor & Associates, INC.

Once all proposals are scored, a recommendation will be made as to which firm to select.

Financial Impact:

Approximately 5% of any funds received from the American Rescue Plan

Recommendation:

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

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VAN, TEXAS, SELECTING A GRANT WRITER/ADMINISTRATOR TO ASSIST THE CITY IN ITS APPLICATION AND ADMINISTRATION OF FUNDING FROM THE U.S. DEPARTMENT OF TREASURY FOR THE AMERICAN RESCUE PLAN ACT OF 2021.

WHEREAS, the City of Van and its citizens sustained significant economic impacts as a result of the public health crisis;

WHEREAS, the recovery from the pandemic is of vital importance to the citizens of the City of Van;

WHEREAS, the City of Van desires assistance in application preparation (if applicable) and the subsequent implementation and administration of the funding from the U.S. Department of Treasury for the American Rescue Plan Act of 2021;

WHEREAS, the City of Van has sought proposals from administrative consultants for Application Preparation and Project Administration;

WHEREAS, the City of Van performed these solicitations in compliance with guidance for subrecipients under 2 CFR Part 200; and,

WHEREAS, the proposals received by the due date have been reviewed to determine the most qualified and responsive providers.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VAN, TEXAS, AS FOLLOWS:

SECTION 1. The City Council has reviewed and hereby formally selects the firm of:

(Insert name of Grant Administration Firm) as the administrative consultant for application preparation (if applicable), project administration and project-related management services for funding from the U.S. Department of Treasury for the American Rescue Plan Act of 2021.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VAN, TEXAS, on this 12th day of August 2021.

ATTEST:

Sereca Huff-Huggins, City Secretary

Don Smith, Mayor

NEU	Population	Allocation	Tranche 1	Tranche 2
Arp city	1,030.00	255,219.53	127,609.77	127,609.76
Athens city	12,753.00	3,160,014.21	1,580,007.11	1,580,007.10
Atlanta city	5,472.00	1,355,884.71	677,942.36	677,942.35
Avinger town	421.00	104,317.88	52,158.94	52,158.94
Beckville city	823.00	203,927.84	101,963.92	101,963.92
Big Sandy town	1,412.00	349,873.76	174,936.88	174,936.88
Brownsboro city	1,279.00	316,918.23	158,459.12	158,459.11
Bullard town	3,727.00	923,498.23	461,749.12	461,749.11
Canton city	3,861.00	956,701.55	478,350.78	478,350.77
Carthage city	6,431.00	1,593,511.44	796,755.72	796,755.72
Chandler city	3,180.00	787,959.32	393,979.66	393,979.66
Clarksville city	3,072.00	761,198.43	380,599.22	380,599.21
Clarksville City city	934.00	231,432.08	115,716.04	115,716.04
Coffee City town	293.00	72,601.28	36,300.64	36,300.64
Commerce city	9,680.00	2,398,567.98	1,199,283.99	1,199,283.99
Crockett city	6,385.00	1,582,113.28	791,056.64	791,056.64
Daingerfield city	2,380.00	589,730.56	294,865.28	294,865.28
Diboll city	5,204.00	1,289,478.08	644,739.04	644,739.04
East Mountain city	861.00	213,343.70	106,671.85	106,671.85
Emory city	1,353.00	335,254.39	167,627.20	167,627.19
Frankston town	1,170.00	289,909.56	144,954.78	144,954.78
Garrison city	873.00	216,317.13	108,158.57	108,158.56
Gilmer city	5,143.00	1,274,363.13	637,181.57	637,181.56
Gladewater city	6,341.00	1,571,210.70	785,605.35	785,605.35
Grand Saline city	3,173.00	786,224.82	393,112.41	393,112.41
Gun Barrel City city	6,208.00	1,538,255.17	769,127.59	769,127.58
Hallsville city	4,296.00	1,064,488.44	532,244.22	532,244.22
Hawkins city	1,321.00	327,325.24	163,662.62	163,662.62
Hughes Springs city	1,709.00	423,466.19	211,733.10	211,733.09
Jacksonville city	14,815.00	3,670,948.83	1,835,474.42	1,835,474.41
Jefferson city	1,915.00	474,510.09	237,255.05	237,255.04
Kilgore city	14,852.00	3,680,116.91	1,840,058.46	1,840,058.45
Lakeport city	996.00	246,794.81	123,397.41	123,397.40
Lindale city	6,464.00	1,601,688.37	800,844.19	800,844.18
Linden city	1,915.00	474,510.09	237,255.05	237,255.04
Lone Star city	1,482.00	367,218.78	183,609.39	183,609.39
Lufkin city	35,021.00	8,677,711.71	4,338,855.86	4,338,855.85
Maud city	1,042.00	258,192.96	129,096.48	129,096.48
Malakoff city	2,301.00	570,155.47	285,077.74	285,077.73
Mineola city	4,766.00	1,180,947.83	590,473.92	590,473.91
Mount Enterprise city	436.00	108,034.67	54,017.34	54,017.33
Mount Pleasant city	15,978.00	3,959,123.89	1,979,561.95	1,979,561.94
Mount Vernon town	2,738.00	678,437.93	339,218.97	339,218.96
Murchison city	599.00	148,423.78	74,211.89	74,211.89

NEU	Population	Allocation	Tranche 1	Tranche 2
Nacogdoches city	32,877.00	8,146,458.64	4,073,229.32	4,073,229.32
Nash city	3,827.00	948,276.83	474,138.42	474,138.41
New Boston city	4,609.00	1,142,045.44	571,022.72	571,022.72
New Chapel Hill city	646.00	160,069.72	80,034.86	80,034.86
New London city	1,014.00	251,254.95	125,627.48	125,627.47
New Summerfield city	1,170.00	289,909.56	144,954.78	144,954.78
Noonday city	722.00	178,901.46	89,450.73	89,450.73
Ore City city	1,228.00	304,281.15	152,140.58	152,140.57
Overton city	2,503.00	620,208.23	310,104.12	310,104.11
Paris city	24,847.00	6,156,737.47	3,078,368.74	3,078,368.73
Pittsburg city	4,697.00	1,163,850.60	581,925.30	581,925.30
Queen City city	1,436.00	355,820.62	177,910.31	177,910.31
Quitman city	1,849.00	458,156.22	229,078.11	229,078.11
Red Lick city	1,010.00	250,263.81	125,131.91	125,131.90
Redwater city	1,101.00	272,812.33	136,406.17	136,406.16
Reklaw city	395.00	97,875.45	48,937.73	48,937.72
Rusk city	5,602.00	1,388,096.89	694,048.45	694,048.44
Scottsville city	354.00	87,716.23	43,858.12	43,858.11
Sulphur Springs city	16,234.00	4,022,557.09	2,011,278.55	2,011,278.54
Tatum city	1,384.00	342,935.75	171,467.88	171,467.87
Toyah town	108.00	26,760.88	13,380.44	13,380.44
Troup city	2,044.00	506,474.48	253,237.24	253,237.24
Union Grove city	385.00	95,397.59	47,698.80	47,698.79
Van city	2,741.00	679,181.29	339,590.65	339,590.64
Warren City city	305.00	75,574.71	37,787.36	37,787.35
Waskom city	2,190.00	542,651.23	271,325.62	271,325.61
White Oak city	6,322.00	1,566,502.77	783,251.39	783,251.38
Whitehouse city	8,905.00	2,206,533.87	1,103,266.94	1,103,266.93
Wills Point city	3,651.00	904,666.50	452,333.25	452,333.25
Winnsboro city	3,299.00	817,445.85	408,722.93	408,722.92
Winona town	608.00	150,653.86	75,326.93	75,326.93
Yantis town	428.00	106,052.39	53,026.20	53,026.19

Coronavirus State and Local Fiscal Recovery Funds

Frequently Asked Questions

AS OF JULY 19, 2021

This document contains answers to frequently asked questions regarding the Coronavirus State and Local Fiscal Recovery Funds (CSFRF / CLFRF, or Fiscal Recovery Funds). Treasury will be updating this document periodically in response to questions received from stakeholders. Recipients and stakeholders should consult the Interim Final Rule for additional information.

- For overall information about the program, including information on requesting funding, please see <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments>
- For general questions about CSFRF / CLFRF, please email SLFRP@treasury.gov
- Treasury is seeking comment on all aspects of the Interim Final Rule. Stakeholders are encouraged to submit comments electronically through the Federal eRulemaking Portal (<https://www.regulations.gov/document/TREAS-DO-2021-0008-0002>) on or before July 16, 2021. Please be advised that comments received will be part of the public record and subject to public disclosure. Do not disclose any information in your comment or supporting materials that you consider confidential or inappropriate for public disclosure.

Questions added 5/27/21: 1.5, 1.6, 2.13, 2.14, 2.15, 3.9, 4.5, 4.6, 10.3, 10.4 (noted with “[5/27]”)

Questions added 6/8/21: 2.16, 3.10, 3.11, 3.12, 4.7, 6.7, 8.2, 9.4, 9.5, 10.5 (noted with “[6/8]”)

Questions added 6/17/21: 6.8, 6.9, 6.10, 6.11 (noted with “[6/17]”)

Questions added 6/23/21: 1.7, 2.17, 2.18, 2.19, 2.20, 3.1 (appendix), 3.13, 4.8, 6.12 (noted with “[6/23]”)

Question added 6/24/21: 2.21 (noted with “[6/24]”)

Questions added 7/14/21: 1.8, 3.14, 3.15, 4.9, 4.10, 4.11, 4.12, 6.13, 6.14, 6.15, 6.16, 6.17, 10.3 updated (noted with “[7/14]”)

Answers to frequently asked questions on distribution of funds to non-entitlement units of local government (NEUs) can be found in this FAQ supplement, which is regularly updated.

1. Eligibility and Allocations

1.1. Which governments are eligible for funds?

The following governments are eligible:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities
- Non-entitlement units, or smaller local governments

1.2. Which governments receive funds directly from Treasury?

Treasury will distribute funds directly to each eligible state, territory, metropolitan city, county, or Tribal government. Smaller local governments that are classified as non-entitlement units will receive funds through their applicable state government.

1.3. Are special-purpose units of government eligible to receive funds?

Special-purpose units of local government will not receive funding allocations; however, a state, territory, local, or Tribal government may transfer funds to a special-purpose unit of government. Special-purpose districts perform specific functions in the community, such as fire, water, sewer or mosquito abatement districts.

1.4. How are funds being allocated to Tribal governments, and how will Tribal governments find out their allocation amounts?¹

\$20 billion of Fiscal Recovery Funds was reserved for Tribal governments. The American Rescue Plan Act specifies that \$1 billion will be allocated evenly to all eligible Tribal governments. The remaining \$19 billion will be distributed using an allocation methodology based on enrollment and employment.

There will be two payments to Tribal governments. Each Tribal government's first payment will include (i) an amount in respect of the \$1 billion allocation that is to be divided equally among eligible Tribal governments and (ii) each Tribal government's pro rata share of the Enrollment Allocation. Tribal governments will be notified of their allocation amount and delivery of payment 4-5 days after completing request for funds in the Treasury Submission Portal. The deadline to make the initial request for funds is June 21, 2021.

The second payment will include a Tribal government's pro rata share of the Employment Allocation. There is a \$1,000,000 minimum employment allocation for Tribal governments. In late-June, Tribal governments will receive an email notification to re-enter the Treasury Submission Portal to confirm or amend their 2019 employment numbers that were submitted to the Department of the Treasury for the CARES Act's Coronavirus Relief Fund. To receive an Employment Allocation, including the minimum employment allocation, Tribal governments must confirm employment numbers by July

¹ The answer to this question was updated on July 19, 2021.

23, 2021. Treasury will calculate employment allocations for those Tribal governments that confirmed or submitted amended employment numbers by the deadline. In August, Treasury will communicate to Tribal governments the amount of their portion of the Employment Allocation and the anticipated date for the second payment.

1.5. My county is a unit of general local government with population under 50,000. Will my county receive funds directly from Treasury? [5/27]

Yes. All counties that are units of general local government will receive funds directly from Treasury and should apply via the [online portal](#). The list of county allocations is available [here](#).

1.6. My local government expected to be classified as a non-entitlement unit. Instead, it was classified as a metropolitan city. Why? [5/27]

The American Rescue Plan Act defines, for purposes of the Coronavirus Local Fiscal Recovery Fund (CLFRF), metropolitan cities to include those that are currently metropolitan cities under the Community Development Block Grant (CDBG) program but also those cities that relinquish or defer their status as a metropolitan city for purposes of the CDBG program. This would include, by way of example, cities that are principal cities of their metropolitan statistical area, even if their population is less than 50,000. In other words, a city that is eligible to be a metropolitan city under the CDBG program is eligible as a metropolitan city under the CLFRF, regardless of how that city has elected to participate in the CDBG program.

Unofficial allocation estimates produced by other organizations may have classified certain local governments as non-entitlement units of local government. However, based on the statutory definitions, some of these local governments should have been classified as metropolitan cities.

1.7. In order to receive and use Fiscal Recovery Funds, must a recipient government maintain a declaration of emergency relating to COVID-19? [6/23]

No. Neither the statute establishing the CSFRF/CLFRF nor the Interim Final Rule requires recipients to maintain a local declaration of emergency relating to COVID-19.

1.8. Can non-profit or private organizations receive funds? If so, how? [7/14]

Yes. Under section 602(c)(3) of the Social Security Act, a State, territory, or Tribal government may transfer funds to a “private nonprofit organization . . . , a Tribal organization . . . , a public benefit corporation involved in the transportation of passengers or cargo, or a special-purpose unit of State or local government.” Similarly, section 603(c)(3) authorizes a local government to transfer funds to the same entities (other than Tribal organizations). The Interim Final Rule clarifies that the lists of transferees in sections 602(c)(3) and 603(c)(3) are not exclusive, and recipients may transfer funds to constituent units of government or private entities beyond those

specified in the statute. A transferee receiving a transfer from a recipient under sections 602(c)(3) and 603(c)(3) will be considered to be a subrecipient and will be expected to comply with all subrecipient reporting requirements.

The ARPA does not authorize Treasury to provide CSFRF/CLFRF funds directly to non-profit or private organizations. Thus, non-profit or private organizations should seek funds from CSFRF/CLFRF recipient(s) in their jurisdiction (e.g., a State, local, territorial, or Tribal government).

2. Eligible Uses – Responding to the Public Health Emergency / Negative Economic Impacts

2.1. What types of COVID-19 response, mitigation, and prevention activities are eligible?

A broad range of services are needed to contain COVID-19 and are eligible uses, including vaccination programs; medical care; testing; contact tracing; support for isolation or quarantine; supports for vulnerable populations to access medical or public health services; public health surveillance (e.g., monitoring case trends, genomic sequencing for variants); enforcement of public health orders; public communication efforts; enhancement to health care capacity, including through alternative care facilities; purchases of personal protective equipment; support for prevention, mitigation, or other services in congregate living facilities (e.g., nursing homes, incarceration settings, homeless shelters, group living facilities) and other key settings like schools; ventilation improvements in congregate settings, health care settings, or other key locations; enhancement of public health data systems; and other public health responses. Capital investments in public facilities to meet pandemic operational needs are also eligible, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics.

2.2. If a use of funds was allowable under the Coronavirus Relief Fund (CRF) to respond to the public health emergency, may recipients presume it is also allowable under CSFRF/CLFRF?

Generally, funding uses eligible under CRF as a response to the direct public health impacts of COVID-19 will continue to be eligible under CSFRF/CLFRF, with the following two exceptions: (1) the standard for eligibility of public health and safety payrolls has been updated; and (2) expenses related to the issuance of tax-anticipation notes are not an eligible funding use.

2.3. If a use of funds is not explicitly permitted in the Interim Final Rule as a response to the public health emergency and its negative economic impacts, does that mean it is prohibited?

The Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. The Interim Final Rule also provides flexibility for recipients to use Fiscal Recovery Funds for programs or services that are not identified on these non-exclusive lists but which meet the objectives of section 602(c)(1)(A) or 603(c)(1)(A) by responding to the COVID-19 public health emergency with respect to COVID-19 or its negative economic impacts.

2.4. May recipients use funds to respond to the public health emergency and its negative economic impacts by replenishing state unemployment funds?

Consistent with the approach taken in the CRF, recipients may make deposits into the state account of the Unemployment Trust Fund up to the level needed to restore the pre-pandemic balances of such account as of January 27, 2020, or to pay back advances received for the payment of benefits between January 27, 2020 and the date when the Interim Final Rule is published in the Federal Register.

2.5. What types of services are eligible as responses to the negative economic impacts of the pandemic?

Eligible uses in this category include assistance to households; small businesses and non-profits; and aid to impacted industries.

Assistance to households includes, but is not limited to: food assistance; rent, mortgage, or utility assistance; counseling and legal aid to prevent eviction or homelessness; cash assistance; emergency assistance for burials, home repairs, weatherization, or other needs; internet access or digital literacy assistance; or job training to address negative economic or public health impacts experienced due to a worker's occupation or level of training.

Assistance to small business and non-profits includes, but is not limited to:

- loans or grants to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs, and other operating costs;
- Loans, grants, or in-kind assistance to implement COVID-19 prevention or mitigation tactics, such as physical plant changes to enable social distancing, enhanced cleaning efforts, barriers or partitions, or COVID-19 vaccination, testing, or contact tracing programs; and
- Technical assistance, counseling, or other services to assist with business planning needs

2.6. May recipients use funds to respond to the public health emergency and its negative economic impacts by providing direct cash transfers to households?

Yes, provided the recipient considers whether, and the extent to which, the household has experienced a negative economic impact from the pandemic. Additionally, cash transfers must be reasonably proportional to the negative economic impact they are intended to address. Cash transfers grossly in excess of the amount needed to address the negative economic impact identified by the recipient would not be considered to be a response to the COVID-19 public health emergency or its negative impacts. In particular, when considering appropriate size of permissible cash transfers made in response to the COVID-19 public health emergency, state, local, territorial, and Tribal governments may consider and take guidance from the per person amounts previously provided by the federal government in response to the COVID crisis.

2.7. May funds be used to reimburse recipients for costs incurred by state and local governments in responding to the public health emergency and its negative economic impacts prior to passage of the American Rescue Plan?

Use of Fiscal Recovery Funds is generally forward looking. The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021.

2.8. May recipients use funds for general economic development or workforce development?

Generally, not. Recipients must demonstrate that funding uses directly address a negative economic impact of the COVID-19 public health emergency, including funds used for economic or workforce development. For example, job training for unemployed workers may be used to address negative economic impacts of the public health emergency and be eligible.

2.9. How can recipients use funds to assist the travel, tourism, and hospitality industries?

Aid provided to tourism, travel, and hospitality industries should respond to the negative economic impacts of the pandemic. For example, a recipient may provide aid to support safe reopening of businesses in the tourism, travel and hospitality industries and to districts that were closed during the COVID-19 public health emergency, as well as aid a planned expansion or upgrade of tourism, travel and hospitality facilities delayed due to the pandemic.

Tribal development districts are considered the commercial centers for tribal hospitality, gaming, tourism and entertainment industries.

2.10. May recipients use funds to assist impacted industries other than travel, tourism, and hospitality?

Yes, provided that recipients consider the extent of the impact in such industries as compared to tourism, travel, and hospitality, the industries enumerated in the statute. For example, nationwide the leisure and hospitality industry has experienced an

approximately 17 percent decline in employment and 24 percent decline in revenue, on net, due to the COVID-19 public health emergency. Recipients should also consider whether impacts were due to the COVID-19 pandemic, as opposed to longer-term economic or industrial trends unrelated to the pandemic.

Recipients should maintain records to support their assessment of how businesses or business districts receiving assistance were affected by the negative economic impacts of the pandemic and how the aid provided responds to these impacts.

2.11. How does the Interim Final Rule help address the disparate impact of COVID-19 on certain populations and geographies?

In recognition of the disproportionate impacts of the COVID-19 virus on health and economic outcomes in low-income and Native American communities, the Interim Final Rule identifies a broader range of services and programs that are considered to be in response to the public health emergency when provided in these communities. Specifically, Treasury will presume that certain types of services are eligible uses when provided in a Qualified Census Tract (QCT), to families living in QCTs, or when these services are provided by Tribal governments.

Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic. In identifying these disproportionately-impacted communities, recipients should be able to support their determination for how the pandemic disproportionately impacted the populations, households, or geographic areas to be served.

Eligible services include:

- Addressing health disparities and the social determinants of health, including: community health workers, public benefits navigators, remediation of lead paint or other lead hazards, and community violence intervention programs;
- Building stronger neighborhoods and communities, including: supportive housing and other services for individuals experiencing homelessness, development of affordable housing, and housing vouchers and assistance relocating to neighborhoods with higher levels of economic opportunity;
- Addressing educational disparities exacerbated by COVID-19, including: early learning services, increasing resources for high-poverty school districts, educational services like tutoring or afterschool programs, and supports for students' social, emotional, and mental health needs; and
- Promoting healthy childhood environments, including: child care, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

2.12. May recipients use funds to pay for vaccine incentive programs (e.g., cash or in-kind transfers, lottery programs, or other incentives for individuals who get vaccinated)?

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to respond to the COVID-19 public health emergency, including expenses related to COVID-19 vaccination programs. See 31 CFR 35.6(b)(1)(i). Programs that provide incentives reasonably expected to increase the number of people who choose to get vaccinated, or that motivate people to get vaccinated sooner than they otherwise would have, are an allowable use of funds so long as such costs are reasonably proportional to the expected public health benefit.

2.13. May recipients use funds to pay “back to work incentives” (e.g., cash payments for newly employed workers after a certain period of time on the job)? [5/27]

Yes. Under the Interim Final Rule, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to unemployed workers. See 31 CFR 35.6(b)(4). This assistance can include job training or other efforts to accelerate rehiring and thus reduce unemployment, such as childcare assistance, assistance with transportation to and from a jobsite or interview, and incentives for newly employed workers.

2.14. The Coronavirus Relief Fund (CRF) included as an eligible use: "Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What has changed in CSFRF/CLFRF, and what type of documentation is required under CSFRF/CLFRF? [5/27]

Many of the expenses authorized under the Coronavirus Relief Fund are also eligible uses under the CSFRF/CLFRF. However, in the case of payroll expenses for public safety, public health, health care, human services, and similar employees (hereafter, public health and safety staff), the CSFRF/CLFRF does differ from the CRF. This change reflects the differences between the ARPA and CARES Act and recognizes that the response to the COVID-19 public health emergency has changed and will continue to change over time. In particular, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, including first responders, to the extent that the employee's time that is dedicated to responding to the COVID-19 public health emergency.

For administrative convenience, the recipient may consider a public health and safety employee to be entirely devoted to mitigating or responding to the COVID-19 public health emergency, and therefore fully covered, if the employee, or his or her operating unit or division, is primarily dedicated (e.g., more than half of the employee's time is dedicated) to responding to the COVID-19 public health emergency.

Recipients may use presumptions for assessing whether an employee, division, or operating unit is primarily dedicated to COVID-19 response. The recipient should

maintain records to support its assessment, such as payroll records, attestations from supervisors or staff, or regular work product or correspondence demonstrating work on the COVID-19 response. Recipients need not routinely track staff hours. Recipients should periodically reassess their determinations.

2.15. What staff are included in “public safety, public health, health care, human services, and similar employees”? Would this include, for example, 911 operators, morgue staff, medical examiner staff, or EMS staff? [5/27]

As discussed in the Interim Final Rule, funds may be used for payroll and covered benefits expenses for public safety, public health, health care, human services, and similar employees, for the portion of the employee’s time that is dedicated to responding to the COVID-19 public health emergency.

Public safety employees would include police officers (including state police officers), sheriffs and deputy sheriffs, firefighters, emergency medical responders, correctional and detention officers, and those who directly support such employees such as dispatchers and supervisory personnel. Public health employees would include employees involved in providing medical and other health services to patients and supervisory personnel, including medical staff assigned to schools, prisons, and other such institutions, and other support services essential for patient care (e.g., laboratory technicians, medical examiner or morgue staff) as well as employees of public health departments directly engaged in matters related to public health and related supervisory personnel. Human services staff include employees providing or administering social services; public benefits; child welfare services; and child, elder, or family care, as well as others.

2.16. May recipients use funds to establish a public jobs program? [6/8]

Yes. The Interim Final Rule permits a broad range of services to unemployed or underemployed workers and other individuals that suffered negative economic impacts from the pandemic. That can include public jobs programs, subsidized employment, combined education and on-the-job training programs, or job training to accelerate rehiring or address negative economic or public health impacts experienced due to a worker’s occupation or level of training. The broad range of permitted services can also include other employment supports, such as childcare assistance or assistance with transportation to and from a jobsite or interview.

The Interim Final Rule includes as an eligible use re-hiring public sector staff up to the government’s level of pre-pandemic employment. “Public sector staff” would not include individuals participating in a job training or subsidized employment program administered by the recipient.

2.17. The Interim Final Rule states that “assistance or aid to individuals or businesses that did not experience a negative economic impact from the public health emergency would not be an eligible use under this category.” Are recipients

required to demonstrate that each individual or business experienced a negative economic impact for that individual or business to receive assistance? [6/23]

Not necessarily. The Interim Final Rule allows recipients to demonstrate a negative economic impact on a population or group and to provide assistance to households or businesses that fall within that population or group. In such cases, the recipient need only demonstrate that the household or business is within the population or group that experienced a negative economic impact.

For assistance to households, the Interim Final Rule states, “In assessing whether a household or population experienced economic harm as a result of the pandemic, a recipient may presume that a household or population that experienced unemployment or increased food or housing insecurity or is low- or moderate-income experienced negative economic impacts resulting from the pandemic.” This would allow, for example, an internet access assistance program for all low- or moderate-income households, but would not require the recipient to demonstrate or document that each individual low- or -moderate income household experienced a negative economic impact from the COVID-19 public health emergency apart from being low- or -moderate income.

For assistance to small businesses, the Interim Final Rule states that assistance may be provided to small businesses, including loans, grants, in-kind assistance, technical assistance or other services, to respond to the negative economic impacts of the COVID-19 public health emergency. In providing assistance to small businesses, recipients must design a program that responds to the negative economic impacts of the COVID-19 public health emergency, including by identifying how the program addresses the identified need or impact faced by small businesses. This can include assistance to adopt safer operating procedures, weather periods of closure, or mitigate financial hardship resulting from the COVID-19 public health emergency.

As part of program design and to ensure that the program responds to the identified need, recipients may consider additional criteria to target assistance to businesses in need, including to small businesses. Assistance may be targeted to businesses facing financial insecurity, with substantial declines in gross receipts (e.g., comparable to measures used to assess eligibility for the Paycheck Protection Program), or facing other economic harm due to the pandemic, as well as businesses with less capacity to weather financial hardship, such as the smallest businesses, those with less access to credit, or those serving disadvantaged communities. For example, a recipient could find based on local data or research that the smallest businesses faced sharply increased risk of bankruptcy and develop a program to respond; such a program would only need to document a population or group-level negative economic impact, and eligibility criteria to limit access to the program to that population or group (in this case, the smallest businesses).

In addition, recognizing the disproportionate impact of the pandemic on disadvantaged communities, the Interim Final Rule also identifies a set of services that are presumptively eligible when provided in a Qualified Census Tract (QCT); to families and individuals living in QCTs; to other populations, households, or geographic areas

identified by the recipient as disproportionately impacted by the pandemic; or when these services are provided by Tribal governments. For more information on the set of presumptively eligible services, see the Interim Final Rule section on *Building Stronger Communities through Investments in Housing and Neighborhoods* and FAQ 2.11.

2.18. Would investments in improving outdoor spaces (e.g. parks) be an eligible use of funds as a response to the public health emergency and/or its negative economic impacts? [6/23]

There are multiple ways that investments in improving outdoor spaces could qualify as eligible uses; several are highlighted below, though there may be other ways that a specific investment in outdoor spaces would meet eligible use criteria.

First, in recognition of the disproportionate negative economic impacts on certain communities and populations, the Interim Final Rule identifies certain types of services that are eligible uses when provided in a Qualified Census Tract (QCT), to families and individuals living in QCTs, or when these services are provided by Tribal governments. Recipients may also provide these services to other populations, households, or geographic areas disproportionately impacted by the pandemic.

These programs and services include services designed to build stronger neighborhoods and communities and to address health disparities and the social determinants of health. The Interim Final Rule provides a non-exhaustive list of eligible services to respond to the needs of communities disproportionately impacted by the pandemic, and recipients may identify other uses of funds that do so, consistent with the Rule's framework. For example, investments in parks, public plazas, and other public outdoor recreation spaces may be responsive to the needs of disproportionately impacted communities by promoting healthier living environments and outdoor recreation and socialization to mitigate the spread of COVID-19.

Second, recipients may provide assistance to small businesses in all communities. Assistance to small businesses could include support to enhance outdoor spaces for COVID-19 mitigation (e.g., restaurant patios) or to improve the built environment of the neighborhood (e.g., façade improvements).

Third, many governments saw significantly increased use of parks during the pandemic that resulted in damage or increased maintenance needs. The Interim Final Rule recognizes that "decrease[s to] a state or local government's ability to effectively administer services" can constitute a negative economic impact of the pandemic.

2.19. Would expenses to address a COVID-related backlog in court cases be an eligible use of funds as a response to the public health emergency? [6/23]

The Interim Final Rule recognizes that "decrease[s to] a state or local government's ability to effectively administer services," such as cuts to public sector staffing levels, can constitute a negative economic impact of the pandemic. During the COVID-19 public

health emergency, many courts were unable to operate safely during the pandemic and, as a result, now face significant backlogs. Court backlogs resulting from inability of courts to safely operate during the COVID-19 pandemic decreased the government's ability to administer services. Therefore, steps to reduce these backlogs, such as implementing COVID-19 safety measures to facilitate court operations, hiring additional court staff or attorneys to increase speed of case resolution, and other expenses to expedite case resolution are eligible uses.

2.20. Can funds be used to assist small business startups as a response to the negative economic impact of COVID-19? [6/23]

As discussed in the Interim Final Rule, recipients may provide assistance to small businesses that responds to the negative economic impacts of COVID-19. The Interim Final Rule provides a non-exclusive list of potential assistance mechanisms, as well as considerations for ensuring that such assistance is responsive to the negative economic impacts of COVID-19.

Treasury acknowledges a range of potential circumstances in which assisting small business startups could be responsive to the negative economic impacts of COVID-19, including for small businesses and individuals seeking to start small businesses after the start of the COVID-19 public health emergency. For example:

- A recipient could assist small business startups with additional costs associated with COVID-19 mitigation tactics (e.g., barriers or partitions; enhanced cleaning; or physical plant changes to enable greater use of outdoor space).
- A recipient could identify and respond to a negative economic impact of COVID-19 on new small business startups; for example, if it could be shown that small business startups in a locality were facing greater difficulty accessing credit than prior to the pandemic, faced increased costs to starting the business due to the pandemic, or that the small business had lost expected startup capital due to the pandemic.
- The Interim Final Rule also discusses eligible uses that provide support for individuals who have experienced a negative economic impact from the COVID-19 public health emergency, including uses that provide job training for unemployed individuals. These initiatives also may support small business startups and individuals seeking to start small businesses.

2.21. Can funds be used for eviction prevention efforts or housing stability services? [6/24]

Yes. Responses to the negative economic impacts of the pandemic include “rent, mortgage, or utility assistance [and] counseling and legal aid to prevent eviction or homelessness.” This includes housing stability services that enable eligible households to maintain or obtain housing, such as housing counseling, fair housing counseling, case management related to housing stability, outreach to households at risk of eviction or promotion of housing support programs, housing related services for survivors of

domestic abuse or human trafficking, and specialized services for individuals with disabilities or seniors that supports their ability to access or maintain housing.

This also includes legal aid such as legal services or attorney's fees related to eviction proceedings and maintaining housing stability, court-based eviction prevention or eviction diversion programs, and other legal services that help households maintain or obtain housing.

Recipients may transfer funds to, or execute grants or contracts with, court systems, non-profits, and a wide range of other organizations to implement these strategies.

3. Eligible Uses – Revenue Loss

3.1. How is revenue defined for the purpose of this provision? [appendix added 6/23]

The Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

General Revenue includes revenue from taxes, current charges, and miscellaneous general revenue. It excludes refunds and other correcting transactions, proceeds from issuance of debt or the sale of investments, agency or private trust transactions, and revenue generated by utilities and insurance trusts. General revenue also includes intergovernmental transfers between state and local governments, but excludes intergovernmental transfers from the Federal government, including Federal transfers made via a state to a locality pursuant to the CRF or the Fiscal Recovery Funds.

Tribal governments may include all revenue from Tribal enterprises and gaming operations in the definition of General Revenue.

Please see the appendix for a diagram of the Interim Final Rule’s definition of General Revenue within the Census Bureau’s revenue classification structure.

3.2. Will revenue be calculated on an entity-wide basis or on a source-by-source basis (e.g. property tax, income tax, sales tax, etc.)?

Recipients should calculate revenue on an entity-wide basis. This approach minimizes the administrative burden for recipients, provides for greater consistency across recipients, and presents a more accurate representation of the net impact of the COVID- 19 public health emergency on a recipient’s revenue, rather than relying on financial reporting prepared by each recipient, which vary in methodology used and which generally aggregates revenue by purpose rather than by source.

3.3. Does the definition of revenue include outside concessions that contract with a state or local government?

Recipients should classify revenue sources as they would if responding to the U.S. Census Bureau's Annual Survey of State and Local Government Finances. According to the Census Bureau's Government Finance and Employment Classification manual, the following is an example of current charges that would be included in a state or local government's general revenue from own sources: "Gross revenue of facilities operated by a government (swimming pools, recreational marinas and piers, golf courses, skating rinks, museums, zoos, etc.); auxiliary facilities in public recreation areas (camping areas, refreshment stands, gift shops, etc.); lease or use fees from stadiums, auditoriums, and community and convention centers; and rentals from concessions at such facilities."

3.4. What is the time period for estimating revenue loss? Will revenue losses experienced prior to the passage of the Act be considered?

Recipients are permitted to calculate the extent of reduction in revenue as of four points in time: December 31, 2020; December 31, 2021; December 31, 2022; and December 31, 2023. This approach recognizes that some recipients may experience lagged effects of the pandemic on revenues.

Upon receiving Fiscal Recovery Fund payments, recipients may immediately calculate revenue loss for the period ending December 31, 2020.

3.5. What is the formula for calculating the reduction in revenue?

A reduction in a recipient's General Revenue equals:

$$\text{Max} \{ [\text{Base Year Revenue} * (1 + \text{Growth Adjustment})^{\left(\frac{n_t}{12}\right)}] - \text{Actual General Revenue}_t; 0 \}$$

Where:

Base Year Revenue is General Revenue collected in the most recent full fiscal year prior to the COVID-19 public health emergency.

Growth Adjustment is equal to the greater of 4.1 percent (or 0.041) and the recipient's average annual revenue growth over the three full fiscal years prior to the COVID-19 public health emergency.

n equals the number of months elapsed from the end of the base year to the calculation date.

Actual General Revenue is a recipient's actual general revenue collected during 12-month period ending on each calculation date.

Subscript *t* denotes the calculation date.

3.6. Are recipients expected to demonstrate that reduction in revenue is due to the COVID-19 public health emergency?

In the Interim Final Rule, any diminution in actual revenue calculated using the formula above would be presumed to have been “due to” the COVID-19 public health emergency. This presumption is made for administrative ease and in recognition of the broad-based economic damage that the pandemic has wrought.

3.7. May recipients use pre-pandemic projections as a basis to estimate the reduction in revenue?

No. Treasury is disallowing the use of projections to ensure consistency and comparability across recipients and to streamline verification. However, in estimating the revenue shortfall using the formula above, recipients may incorporate their average annual revenue growth rate in the three full fiscal years prior to the public health emergency.

3.8. Once a recipient has identified a reduction in revenue, are there any restrictions on how recipients use funds up to the amount of the reduction?

The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. Government services can include, but are not limited to, maintenance of infrastructure or pay-go spending for building new infrastructure, including roads; modernization of cybersecurity, including hardware, software, and protection of critical infrastructure; health services; environmental remediation; school or educational services; and the provision of police, fire, and other public safety services.

However, paying interest or principal on outstanding debt, replenishing rainy day or other reserve funds, or paying settlements or judgments would not be considered provision of a government service, since these uses of funds do not entail direct provision of services to citizens. This restriction on paying interest or principal on any outstanding debt instrument, includes, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt. In addition, the overarching restrictions on all program funds (e.g., restriction on pension deposits, restriction on using funds for non-federal match where barred by regulation or statute) would apply.

3.9. How do I know if a certain type of revenue should be counted for the purpose of computing revenue loss? [5/27]

As discussed in FAQ #3.1, the Interim Final Rule adopts a definition of “General Revenue” that is based on, but not identical, to the Census Bureau’s concept of “General Revenue from Own Sources” in the Annual Survey of State and Local Government Finances.

Recipients should refer to the definition of “General Revenue” included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule’s definition of “General Revenue,” the recipient may consider the classification and instructions used to complete the Census Bureau’s Annual Survey.

For example, parking fees would be classified as a Current Charge for the purpose of the Census Bureau’s Annual Survey, and the Interim Final Rule’s concept of “General Revenue” includes all Current Charges. Therefore, parking fees would be included in the Interim Final Rule’s concept of “General Revenue.”

The Census Bureau’s Government Finance and Employment Classification manual is available [here](#).

3.10. In calculating revenue loss, are recipients required to use audited financials? [6/8]

Where audited data is not available, recipients are not required to obtain audited data. Treasury expects all information submitted to be complete and accurate. See 31 CFR 35.4(c).

3.11. In calculating revenue loss, should recipients use their own data, or Census data? [6/8]

Recipients should use their own data sources to calculate general revenue, and do not need to rely on published revenue data from the Census Bureau. Treasury acknowledges that due to differences in timing, data sources, and definitions, recipients’ self-reported general revenue figures may differ somewhat from those published by the Census Bureau.

3.12. Should recipients calculate revenue loss on a cash basis or an accrual basis? [6/8]

Recipients may provide data on a cash, accrual, or modified accrual basis, provided that recipients are consistent in their choice of methodology throughout the covered period and until reporting is no longer required.

3.13. In identifying intergovernmental revenue for the purpose of calculating General Revenue, should recipients exclude all federal funding, or just federal funding related to the COVID-19 response? How should local governments treat federal funds that are passed through states or other entities, or federal funds that are intermingled with other funds? [6/23]

In calculating General Revenue, recipients should exclude all intergovernmental transfers from the federal government. This includes, but is not limited to, federal transfers made via a state to a locality pursuant to the Coronavirus Relief Fund or Fiscal Recovery Funds. To the extent federal funds are passed through states or other entities or intermingled with other funds, recipients should attempt to identify and exclude the

federal portion of those funds from the calculation of General Revenue on a best-efforts basis.

3.14. What entities constitute a government for the purpose of calculating revenue loss? [7/14]

In determining whether a particular entity is part of a recipient's government for purposes of measuring a recipient's government revenue, recipients should identify all the entities included in their government and the general revenue attributable to these entities on a best-efforts basis. Recipients are encouraged to consider how their administrative structure is organized under state and local statutes. In cases in which the autonomy of certain authorities, commissions, boards, districts, or other entities is not readily distinguishable from the recipient's government, recipients may adopt the Census Bureau's criteria for judging whether an entity is independent from, or a constituent of, a given government. For an entity to be independent, it generally meets all four of the following conditions:

- The entity is an organized entity and possesses corporate powers, such as perpetual succession, the right to sue and be sued, having a name, the ability to make contracts, and the ability to acquire and dispose of property.
- The entity has governmental character, meaning that it provides public services, or wields authority through a popularly elected governing body or officers appointed by public officials. A high degree of responsibility to the public, demonstrated by public reporting requirements or by accessibility of records for public inspection, also evidences governmental character.
- The entity has substantial fiscal independence, meaning it can determine its budget without review and modification by other governments. For instance, the entity can determine its own taxes, charges, and debt issuance without another government's supervision.
- The entity has substantial administrative independence, meaning it has a popularly elected governing body, or has a governing body representing two or more governments, or, in the event its governing body is appointed by another government, the entity performs functions that are essentially different from those of, and are not subject to specification by, its creating government.

If an entity does not meet all four of these conditions, a recipient may classify the entity as part of the recipient's government and assign the portion of General Revenue that corresponds to the entity.

To further assist recipients in applying the forgoing criteria, recipients may refer to the Census Bureau's *Individual State Descriptions: 2017 Census of Governments* publication, which lists specific entities and classes of entities classified as either independent (defined by Census as "special purpose governments") or constituent (defined by Census as "dependent agencies") on a state-by-state basis. Recipients should note that the Census Bureau's lists are not exhaustive and that Census classifications are based on an analysis of state and local statutes as of 2017 and subject to the Census Bureau's judgement. Though not included in the Census Bureau's publication, state

colleges and universities are generally classified as dependent agencies of state governments by the Census Bureau.

If an entity is determined to be part of the recipient's government, the recipient must also determine whether the entity's revenue is covered by the Interim Final Rule's definition of "general revenue." For example, some cash flows may be outside the definition of "general revenue." In addition, note that the definition of general revenue includes Tribal enterprises in the case of Tribal governments. Refer to FAQ 3.1 (and the Appendix) for the components included in General Revenue.

3.15. The Interim Final Rule's definition of General Revenue excludes revenue generated by utilities. Can you please clarify the definition of utility revenue? [7/14]

As noted in FAQs 3.1 and 3.9, the Interim Final Rule adopts a definition of "general revenue" that is based on, but not identical to, the Census Bureau's concept of "General Revenue from Own Sources" in the Annual Survey of State and Local Government Finances. Recipients should refer to the definition of "general revenue" included in the Interim Final Rule. See 31 CFR 35.3. If a recipient is unsure whether a particular revenue source is included in the Interim Final Rule's definition of "general revenue," the recipient may consider the classification and instructions used to complete the Census Bureau's Annual Survey.

According to the Census Bureau's Government Finance and Employment Classification manual, utility revenue is defined as "[g]ross receipts from sale of utility commodities or services to the public or other governments by publicly-owned and controlled utilities." This includes revenue from operations of publicly-owned and controlled water supply systems, electric power systems, gas supply systems, and public mass transit systems (see pages 4-45 and 4-46 of the manual for more detail).

Except for these four types of utilities, revenues from all commercial-type activities of a recipient's government (e.g., airports, educational institutions, lotteries, public hospitals, public housing, parking facilities, port facilities, sewer or solid waste systems, and toll roads and bridges) are covered by the Interim Final Rule's definition of "general revenue." If a recipient is unsure whether a particular entity performing one of these commercial-type activities can be considered part of the recipient's government, please see FAQ 3.14.

4. Eligible Uses – General

4.1. May recipients use funds to replenish a budget stabilization fund, rainy day fund, or similar reserve account?

No. Funds made available to respond to the public health emergency and its negative economic impacts are intended to help meet pandemic response needs and provide immediate stabilization for households and businesses. Contributions to rainy day funds

and similar reserves funds would not address these needs or respond to the COVID-19 public health emergency, but would rather be savings for future spending needs. Similarly, funds made available for the provision of governmental services (to the extent of reduction in revenue) are intended to support direct provision of services to citizens. Contributions to rainy day funds are not considered provision of government services, since such expenses do not directly relate to the provision of government services.

4.2. May recipients use funds to invest in infrastructure other than water, sewer, and broadband projects (e.g. roads, public facilities)?

Under 602(c)(1)(C) or 603(c)(1)(C), recipients may use funds for maintenance of infrastructure or pay-go spending for building of new infrastructure as part of the general provision of government services, to the extent of the estimated reduction in revenue due to the public health emergency.

Under 602(c)(1)(A) or 603(c)(1)(A), a general infrastructure project typically would not be considered a response to the public health emergency and its negative economic impacts unless the project responds to a specific pandemic-related public health need (e.g., investments in facilities for the delivery of vaccines) or a specific negative economic impact of the pandemic (e.g., affordable housing in a Qualified Census Tract).

4.3. May recipients use funds to pay interest or principal on outstanding debt?

No. Expenses related to financing, including servicing or redeeming notes, would not address the needs of pandemic response or its negative economic impacts. Such expenses would also not be considered provision of government services, as these financing expenses do not directly provide services or aid to citizens.

This applies to paying interest or principal on any outstanding debt instrument, including, for example, short-term revenue or tax anticipation notes, or paying fees or issuance costs associated with the issuance of new debt.

4.4. May recipients use funds to satisfy nonfederal matching requirements under the Stafford Act? May recipients use funds to satisfy nonfederal matching requirements generally?

Fiscal Recovery Funds are subject to pre-existing limitations in other federal statutes and regulations and may not be used as non-federal match for other Federal programs whose statute or regulations bar the use of Federal funds to meet matching requirements. For example, expenses for the state share of Medicaid are not an eligible use. For information on FEMA programs, please [see here](#).

4.5. Are governments required to submit proposed expenditures to Treasury for approval? [5/27]

No. Recipients are not required to submit planned expenditures for prior approval by Treasury. Recipients are subject to the requirements and guidelines for eligible uses contained in the Interim Final Rule.

4.6. How do I know if a specific use is eligible? [5/27]

Fiscal Recovery Funds must be used in one of the four eligible use categories specified in the American Rescue Plan Act and implemented in the Interim Final Rule:

- a) To respond to the public health emergency 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;
- c) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
- d) To make necessary investments in water, sewer, or broadband infrastructure.

Recipients should consult Section II of the Interim Final Rule for additional information on eligible uses. For recipients evaluating potential uses under (a), the Interim Final Rule contains a non-exclusive list of programs or services that may be funded as responding to COVID-19 or the negative economic impacts of the COVID-19 public health emergency, along with considerations for evaluating other potential uses of Fiscal Recovery Funds not explicitly listed. See Section II of the Interim Final Rule for additional discussion.

For recipients evaluating potential uses under (c), the Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. See FAQ #3.8 for additional discussion.

For recipients evaluating potential uses under (b) and (d), see Sections 5 and 6.

4.7. Do restrictions on using Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred beginning on March 3, 2021 apply to costs incurred by the recipient (e.g., a State, local, territorial, or Tribal government) or to costs incurred by households, businesses, and individuals benefiting from assistance provided using Coronavirus State and Local Fiscal Recovery Funds? [6/8]

The Interim Final Rule permits funds to be used to cover costs incurred beginning on March 3, 2021. This limitation applies to costs incurred by the recipient (i.e., the state, local, territorial, or Tribal government receiving funds). However, recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households, businesses, and individuals within the eligible use categories described in the Interim

Final Rule for economic harms experienced by those households, businesses, and individuals prior to March 3, 2021. For example,

- Public Health/Negative Economic Impacts – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to provide assistance to households – such as rent, mortgage, or utility assistance – for economic harms experienced or costs incurred by the household prior to March 3, 2021 (e.g., rental arrears from preceding months), provided that the cost of providing assistance to the household was not incurred by the recipient prior to March 3, 2021.
- Premium Pay – Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be “in addition to” wages and remuneration already received and the obligation to provide such pay must not have been incurred by the recipient prior to March 3, 2021.
- Revenue Loss – The Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. The calculation of lost revenue begins with the recipient’s revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020. However, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.
- Investments in Water, Sewer, and Broadband – Recipients may use Coronavirus State and Local Fiscal Recovery Funds to make necessary investments in water, sewer, and broadband. See FAQ Section 6. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the Coronavirus State and Local Fiscal Recovery Funds were incurred after March 3, 2021.

4.8. How can I use CSFRF/CLFRF funds to prevent and respond to crime, and support public safety in my community? [6/23]

Under Treasury’s Interim Final Rule, there are many ways in which the State and Local Fiscal Recovery Funds (“Funds”) under the American Rescue Plan Act can support communities working to reduce and respond to increased violence due to the pandemic. Among the eligible uses of the Funds are restoring of public sector staff to their pre-pandemic levels and responses to the public health crisis and negative economic impacts resulting from the pandemic. The Interim Final Rule provides several ways for recipients to “respond to” this pandemic-related gun violence, ranging from community violence intervention programs to mental health services to hiring of public safety personnel.

Below are some examples of how Fiscal Recovery Funds can be used to address public safety:

- In all communities, recipients may use resources to rehire police officers and other public servants to restore law enforcement and courts to their pre-pandemic levels.

Additionally, Funds can be used for expenses to address COVID-related court backlogs, including hiring above pre-pandemic levels, as a response to the public health emergency. See FAQ 2.19.

- In communities where an increase in violence or increased difficulty in accessing or providing services to respond to or mitigate the effects of violence, is a result of the pandemic they may use funds to address that harm. This spending may include:
 - Hiring law enforcement officials – even above pre-pandemic levels – or paying overtime where the funds are directly focused on advancing community policing strategies in those communities experiencing an increase in gun violence associated with the pandemic
 - Community Violence Intervention (CVI) programs, including capacity building efforts at CVI programs like funding and training additional intervention workers
 - Additional enforcement efforts to reduce gun violence exacerbated by the pandemic, including prosecuting gun traffickers, dealers, and other parties contributing to the supply of crime guns, as well as collaborative federal, state, and local efforts to identify and address gun trafficking channels
 - Investing in technology and equipment to allow law enforcement to more efficiently and effectively respond to the rise in gun violence resulting from the pandemic

As discussed in the Interim Final Rule, uses of CSFRF/CLFRF funds that respond to an identified harm must be related and reasonably proportional to the extent and type of harm experienced; uses that bear no relation or are grossly disproportionate to the type or extent of harm experienced would not be eligible uses.
- Recipients may also use funds up to the level of revenue loss for government services, including those outlined above.

Recognizing that the pandemic exacerbated mental health and substance use disorder needs in many communities, eligible public health services include mental health and other behavioral health services, which are a critical component of a holistic public safety approach. This could include:

- Mental health services and substance use disorder services, including for individuals experiencing trauma exacerbated by the pandemic, such as:
 - Community-based mental health and substance use disorder programs that deliver evidence-based psychotherapy, crisis support services, medications for opioid use disorder, and/or recovery support
 - School-based social-emotional support and other mental health services
- Referrals to trauma recovery services for crime victims.

Recipients also may use Funds to respond to the negative economic impacts of the public health emergency, including:

- Assistance programs to households or populations facing negative economic impacts of the public health emergency, including:

- Assistance to support economic security, including for the victims of crime;
 - Housing assistance, including rent, utilities, and relocation assistance;
 - Assistance with food, including Summer EBT and nutrition programs; and
 - Employment or job training services to address negative economic or public health impacts experienced due to a worker's occupation or level of training.
- Assistance to unemployed workers, including:
 - Subsidized jobs, including for young people. Summer youth employment programs directly address the negative economic impacts of the pandemic on young people and their families and communities;
 - Programs that provide paid training and/or work experience targeted primarily to (1) formerly incarcerated individuals, and/or (2) communities experiencing high levels of violence exacerbated by the pandemic;
 - Programs that provide workforce readiness training, apprenticeship or pre-apprenticeship opportunities, skills development, placement services, and/or coaching and mentoring; and
 - Associated wraparound services, including for housing, health care, and food.

Recognizing the disproportionate impact of the pandemic on certain communities, a broader range of services are eligible in those communities than would otherwise be available in communities not experiencing a pandemic-related increase in crime or gun violence. These eligible uses aim to address the pandemic's exacerbation of public health and economic disparities and include services to address health and educational disparities, support neighborhoods and affordable housing, and promote healthy childhood environments. The Interim Final Rule provides a non-exhaustive list of eligible services in these categories.

These services automatically qualify as eligible uses when provided in Qualified Census Tracts (QCTs), low-income areas designated by HUD; to families in QCTs; or by Tribal governments. Outside of these areas, recipient governments can also identify and serve households, populations, and geographic areas disproportionately impacted by the pandemic.

Services under this category could include:

- Programs or services that address or mitigate the impacts of the COVID-19 public health emergency on education, childhood health and welfare, including:
 - Summer education and enrichment programs in these communities, which include many communities currently struggling with high levels of violence;
 - Programs that address learning loss and keep students productively engaged;
 - Enhanced services for foster youths and home visiting programs; and
 - Summer camps and recreation.
- Programs or services that provide or facilitate access to health and social services and address health disparities exacerbated by the pandemic. This includes Community Violence Intervention (CVI) programs, such as:
 - Evidence-based practices like focused deterrence, street outreach, violence interrupters, and hospital-based violence intervention models, complete with

- wraparound services such as behavioral therapy, trauma recovery, job training, education, housing and relocation services, and financial assistance; and,
- Capacity-building efforts at CVI programs like funding more intervention workers; increasing their pay; providing training and professional development for intervention workers; and hiring and training workers to administer the programs.

Please refer to Treasury's Interim Final Rule for additional information.

4.9. May recipients pool funds for regional projects? [7/14]

Yes, provided that the project is itself an eligible use of funds and that recipients can track the use of funds in line with the reporting and compliance requirements of the CSFRF/CLFRF. In general, when pooling funds for regional projects, recipients may expend funds directly on the project or transfer funds to another government that is undertaking the project on behalf of multiple recipients. To the extent recipients undertake regional projects via transfer to another government, recipients would need to comply with the rules on transfers specified in the Interim Final Rule, Section V. A recipient may transfer funds to a government outside its boundaries (e.g., county transfers to a neighboring county), provided that the recipient can document that its jurisdiction receives a benefit proportionate to the amount contributed.

4.10. May recipients fund a project with both ARP funds and other sources of funding (e.g., blending, braiding, or other pairing funding sources), including in conjunction with financing provided through a debt issuance? [7/14]

Cost sharing or matching funds are not required under CSFRF/CLFRF. Funds may be used in conjunction with other funding sources, provided that the costs are eligible costs under each source program and are compliant with all other related statutory and regulatory requirements and policies. The recipient must comply with applicable reporting requirements for all sources of funds supporting the CSFRF/CLFRF projects, and with any requirements and restrictions on the use of funds from the supplemental funding sources and the CSFRF/CLFRF program. Specifically,

- All funds provided under the CSFRF/CLFRF program must be used for projects, investments, or services that are eligible under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. See 31 CFR 35.6-8; FAQ 4.6. CSFRF/CLFRF funds may not be used to fund an activity that is not, in its entirety, an eligible use under the CSFRF/CLFRF statute, Treasury's Interim Final Rule, and guidance. For example,
 - CSFRF/CLFRF funds may be used in conjunction with other sources of funds to make an investment in water infrastructure, which is eligible under the CSFRF/CLFRF statute, and Treasury's Interim Final Rule.
 - CSFRF/CLFRF funds could not be used to fund the entirety of a water infrastructure project that was partially, although not entirely, an eligible use under Treasury's Interim Final Rule. However, the recipient could use CSFRF/CLFRF funds only for a smaller component project that does

constitute an eligible use, while using other funds for the remaining portions of the larger planned water infrastructure project that do not constitute an eligible use. In this case, the “project” under this program would be only the eligible use component of the larger project.

- In addition, because CSFRF/CLFRF funds must be obligated by December 31, 2024, and expended by December 31, 2026, recipients must be able to, at a minimum, determine and report to Treasury on the amount of CSFRF/CLFRF funds obligated and expended and when such funds were obligated and expended.

**4.11. May Coronavirus State and Local Fiscal Recovery Funds be used to make loans or other extensions of credit (“loans”), including loans to small businesses and loans to finance necessary investments in water, sewer, and broadband infrastructure?
[7/14]**

Yes. Coronavirus State and Local Fiscal Recovery Funds (“Funds”) may be used to make loans, provided that the loan is an eligible use and the cost of the loan is tracked and reported in accordance with the points below. See 31 CFR 35.6. For example, a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make loans to small businesses. See 31 CFR 35.6(b)(6). In addition, a recipient may use Funds to finance a necessary investment in water, sewer or broadband, as described in the Interim Final Rule. See 31 CFR 35.6(e).

Funds must be used to cover “costs incurred” by the recipient between March 3, 2021, and December 31, 2024, and Funds must be expended by December 31, 2026. See Section III.D of the Interim Final Rule; 31 CFR 35.5. Accordingly, recipients must be able to determine the amount of Funds used to make a loan.

- For loans that mature or are forgiven on or before December 31, 2026, the recipient must account for the use of funds on a cash flow basis, consistent with the approach to loans taken in the Coronavirus Relief Fund.
 - Recipients may use Fiscal Recovery Funds to fund the principal of the loan and in that case must track repayment of principal and interest (i.e., “program income,” as defined under 2 CFR 200).
 - When the loan is made, recipients must report the principal of the loan as an expense.
 - Repayment of principal may be re-used only for eligible uses, and subject to restrictions on timing of use of funds. Interest payments received prior to the end of the period of performance will be considered an addition to the total award and may be used for any purpose that is an eligible use of funds under the statute and IFR. Recipients are not subject to restrictions under 2 CFR 200.307(e)(1) with respect to such payments.
- For loans with maturities longer than December 31, 2026, the recipient may use Fiscal Recovery Funds for only the projected cost of the loan. Recipients may estimate the subsidy cost of the loan, which equals the expected cash flows associated

with the loan discounted at the recipient's cost of funding. A recipient's cost of funding can be determined based on the interest rates of securities with a similar maturity to the cash flow being discounted that were either (i) recently issued by the recipient or (ii) recently issued by a unit of state, local, or Tribal government similar to the recipient. Recipients that have adopted the Current Expected Credit Loss (CECL) standard may also treat the cost of the loan as equal to the CECL-based expected credit losses over the life of the loan. Recipients may measure projected losses either once, at the time the loan is extended, or annually over the covered period.

Under either approach for measuring the amount of funds used to make loans with maturities longer than December 31, 2026, recipients would not be subject to restrictions under 2 CFR 200.307(e)(1) and need not separately track repayment of principal or interest.

Any contribution of Fiscal Recovery Funds to a revolving loan fund must follow the approach described above for loans with maturities longer than December 31, 2026. In other words, a recipient could contribute Fiscal Recovery Funds to a revolving loan fund, provided that the revolving loan fund makes loans that are eligible uses and the Fiscal Recovery Funds contributed represent the projected cost of loans made over the life of the revolving loan fund.

4.12. May funds be used for outreach to increase uptake of federal assistance like the Child Tax Credit or federal programs like SNAP? [7/14]

Yes. Eligible uses to address negative economic impacts include work “to improve efficacy of programs addressing negative economic impacts, including through use of data analysis, targeted consumer outreach, improvements to data or technology infrastructure, and impact evaluations.” See 31 CFR 35.6(b)(10). Of note, per the CSFRF/CLFRF Reporting Guidance, allowable use of funds for evaluations may also include other types of program evaluations focused on program improvement and evidence building. In addition, recipients may use funds to facilitate access to health and social services in populations and communities disproportionately impacted by the COVID-19 pandemic, including benefits navigators or marketing efforts to increase consumer uptake of federal tax credits, benefits, or assistance programs that respond to negative economic impacts of the pandemic. See 31 CFR 35.6(b)(12).

5. Eligible Uses – Premium Pay

5.1. What criteria should recipients use in identifying essential workers to receive premium pay?

Essential workers are those in critical infrastructure sectors who regularly perform in-person work, interact with others at work, or physically handle items handled by others.

Critical infrastructure sectors include healthcare, education and childcare, transportation, sanitation, grocery and food production, and public health and safety, among others, as provided in the Interim Final Rule. Governments receiving Fiscal Recovery Funds have the discretion to add additional sectors to this list, so long as the sectors are considered critical to protect the health and well-being of residents.

The Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker's total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

5.2. What criteria should recipients use in identifying third-party employers to receive grants for the purpose of providing premium pay to essential workers?

Any third-party employers of essential workers are eligible. Third-party contractors who employ essential workers in eligible sectors are also eligible for grants to provide premium pay. Selection of third-party employers and contractors who receive grants is at the discretion of recipients.

To ensure any grants respond to the needs of essential workers and are made in a fair and transparent manner, the rule imposes some additional reporting requirements for grants to third-party employers, including the public disclosure of grants provided.

5.3. May recipients provide premium pay retroactively for work already performed?

Yes. Treasury encourages recipients to consider providing premium pay retroactively for work performed during the pandemic, recognizing that many essential workers have not yet received additional compensation for their service during the pandemic.

6. Eligible Uses – Water, Sewer, and Broadband Infrastructure

6.1. What types of water and sewer projects are eligible uses of funds?

The Interim Final Rule generally aligns eligible uses of the Funds with the wide range of types or categories of projects that would be eligible to receive financial assistance through the Environmental Protection Agency's Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF).

Under the DWSRF, categories of eligible projects include: treatment, transmission and distribution (including lead service line replacement), source rehabilitation and decontamination, storage, consolidation, and new systems development.

Under the CWSRF, categories of eligible projects include: construction of publicly-owned treatment works, nonpoint source pollution management, national estuary program projects, decentralized wastewater treatment systems, stormwater systems, water

conservation, efficiency, and reuse measures, watershed pilot projects, energy efficiency measures for publicly-owned treatment works, water reuse projects, security measures at publicly-owned treatment works, and technical assistance to ensure compliance with the Clean Water Act.

As mentioned in the Interim Final Rule, eligible projects under the DWSRF and CWSRF support efforts to address climate change, as well as to meet cybersecurity needs to protect water and sewer infrastructure. Given the lifelong impacts of lead exposure for children, and the widespread nature of lead service lines, Treasury also encourages recipients to consider projects to replace lead service lines.

6.2. May construction on eligible water, sewer, or broadband infrastructure projects continue past December 31, 2024, assuming funds have been obligated prior to that date?

Yes. Treasury is interpreting the requirement that costs be incurred by December 31, 2024 to only require that recipients have obligated the funds by such date. The period of performance will run until December 31, 2026, which will provide recipients a reasonable amount of time to complete projects funded with Fiscal Recovery Funds.

6.3. May recipients use funds as a non-federal match for the Clean Water State Revolving Fund (CWSRF) or Drinking Water State Revolving Fund (DWSRF)?

Recipients may not use funds as a state match for the CWSRF and DWSRF due to prohibitions in utilizing federal funds as a state match in the authorizing statutes and regulations of the CWSRF and DWSRF.

6.4. Does the National Environmental Policy Act (NEPA) apply to eligible infrastructure projects?

NEPA does not apply to Treasury's administration of the Funds. Projects supported with payments from the Funds may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

6.5. What types of broadband projects are eligible?

The Interim Final Rule requires eligible projects to reliably deliver minimum speeds of 100 Mbps download and 100 Mbps upload. In cases where it is impracticable due to geography, topography, or financial cost to meet those standards, projects must reliably deliver at least 100 Mbps download speed, at least 20 Mbps upload speed, and be scalable to a minimum of 100 Mbps download speed and 100 Mbps upload speed.

Projects must also be designed to serve unserved or underserved households and businesses, defined as those that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed.

6.6. For broadband investments, may recipients use funds for related programs such as cybersecurity or digital literacy training?

Yes. Recipients may use funds to provide assistance to households facing negative economic impacts due to Covid-19, including digital literacy training and other programs that promote access to the Internet. Recipients may also use funds for modernization of cybersecurity, including hardware, software, and protection of critical infrastructure, as part of provision of government services up to the amount of revenue lost due to the public health emergency.

6.7. How do I know if a water, sewer, or broadband project is an eligible use of funds? Do I need pre-approval? [6/8]

Recipients do not need approval from Treasury to determine whether an investment in a water, sewer, or broadband project is eligible under CSFRF/CLFRF. Each recipient should review the Interim Final Rule (IFR), along with the preamble to the Interim Final Rule, in order to make its own assessment of whether its intended project meets the eligibility criteria in the IFR. A recipient that makes its own determination that a project meets the eligibility criteria as outlined in the IFR may pursue the project as a CSFRF/CLFRF project without pre-approval from Treasury. Local government recipients similarly do not need state approval to determine that a project is eligible under CSFRF/CLFRF. However, recipients should be cognizant of other federal or state laws or regulations that may apply to construction projects independent of CSFRF/CLFRF funding conditions and that may require pre-approval.

For water and sewer projects, the IFR refers to the EPA Drinking Water and Clean Water State Revolving Funds (SRFs) for the categories of projects and activities that are eligible for funding. Recipients should look at the relevant federal statutes, regulations, and guidance issued by the EPA to determine whether a water or sewer project is eligible. Of note, the IFR does not incorporate any other requirements contained in the federal statutes governing the SRFs or any conditions or requirements that individual states may place on their use of SRFs.

6.8. For broadband infrastructure investments, what does the requirement that infrastructure “be designed to” provide service to unserved or underserved households and businesses mean? [6/17]

Designing infrastructure investments to provide service to unserved or underserved households or businesses means prioritizing deployment of infrastructure that will bring service to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. To meet this requirement, states and localities should use funds to deploy broadband infrastructure projects whose objective is to provide service to unserved or underserved households or businesses. These unserved or underserved households or businesses do not need to be the only ones in the service area funded by the project.

6.9. For broadband infrastructure to provide service to “unserved or underserved households or businesses,” must every house or business in the service area be unserved or underserved? [6/17]

No. It suffices that an objective of the project is to provide service to unserved or underserved households or businesses. Doing so may involve a holistic approach that provides service to a wider area in order, for example, to make the ongoing service of unserved or underserved households or businesses within the service area economical. Unserved or underserved households or businesses need not be the *only* households or businesses in the service area receiving funds.

6.10. May recipients use payments from the Funds for “middle mile” broadband projects? [6/17]

Yes. Under the Interim Final Rule, recipients may use payments from the Funds for “middle-mile projects,” but Treasury encourages recipients to focus on projects that will achieve last-mile connections—whether by focusing on funding last-mile projects or by ensuring that funded middle-mile projects have potential or partnered last-mile networks that could or would leverage the middle-mile network.

6.11. For broadband infrastructure investments, what does the requirement to “reliably” meet or exceed a broadband speed threshold mean? [6/17]

In the Interim Final Rule, the term “reliably” is used in two places: to identify areas that are eligible to be the subject of broadband infrastructure investments and to identify expectations for acceptable service levels for broadband investments funded by the Coronavirus State and Local Fiscal Recovery Funds. In particular:

- The IFR defines “unserved or underserved households or businesses” to mean one or more households or businesses that are not currently served by a wireline connection that reliably delivers at least 25 Mbps download speeds and 3 Mbps of upload speeds.
- The IFR provides that a recipient may use Coronavirus State and Local Fiscal Recovery Funds to make investments in broadband infrastructure that are designed to provide service to unserved or underserved households or businesses and that are designed to, upon completion: (i) reliably meet or exceed symmetrical 100 Mbps download speed and upload speeds; or (ii) in limited cases, reliably meet or exceed 100 Mbps download speed and between 20 Mbps and 100 Mbps upload speed and be scalable to a minimum of 100 Mbps download and upload speeds.

The use of “reliably” in the IFR provides recipients with significant discretion to assess whether the households and businesses in the area to be served by a project have access to wireline broadband service that can actually and consistently meet the specified thresholds of at least 25Mbps/3Mbps—i.e., to consider the actual experience of current

wireline broadband customers that subscribe to services at or above the 25 Mbps/3 Mbps threshold. Whether there is a provider serving the area that advertises or otherwise claims to offer speeds that meet the 25 Mbps download and 3 Mbps upload speed thresholds is not dispositive.

When making these assessments, recipients may choose to consider any available data, including but not limited to documentation of existing service performance, federal and/or state-collected broadband data, user speed test results, interviews with residents and business owners, and any other information they deem relevant. In evaluating such data, recipients may take into account a variety of factors, including whether users actually receive service at or above the speed thresholds at all hours of the day, whether factors other than speed such as latency or jitter, or deterioration of the existing connections make the user experience unreliable, and whether the existing service is being delivered by legacy technologies, such as copper telephone lines (typically using Digital Subscriber Line technology) or early versions of cable system technology (DOCSIS 2.0 or earlier).

The IFR also provides recipients with significant discretion as to how they will assess whether the project itself has been designed to provide households and businesses with broadband services that meet, or even exceed, the speed thresholds provided in the rule.

6.12. May recipients use Funds for pre-project development for eligible water, sewer, and broadband projects? [6/23]

Yes. To determine whether Funds can be used on pre-project development for an eligible water or sewer project, recipients should consult whether the pre-project development use or cost is eligible under the Drinking Water and Clean Water State Revolving Funds (CWSRF and DWSRF, respectively). Generally, the CWSRF and DWSRF often allow for pre-project development costs that are tied to an eligible project, as well as those that are reasonably expected to lead to a project. For example, the DWSRF allows for planning and evaluations uses, as well as numerous pre-project development costs, including costs associated with obtaining project authorization, planning and design, and project start-up like training and warranty for equipment. Likewise, the CWSRF allows for broad pre-project development, including planning and assessment activities, such as cost and effectiveness analyses, water/energy audits and conservation plans, and capital improvement plans.

Similarly, pre-project development uses and costs for broadband projects should be tied to an eligible broadband project or reasonably expected to lead to such a project. For example, pre-project costs associated with planning and engineering for an eligible broadband infrastructure build-out is considered an eligible use of funds, as well as technical assistance and evaluations that would reasonably be expected to lead to commencement of an eligible project (e.g., broadband mapping for the purposes of finding an eligible area for investment).

All funds must be obligated within the statutory period between March 3, 2021 and December 31, 2024, and expended to cover such obligations by December 31, 2026.

6.13. May State and Local Fiscal Recovery Funds be used to support energy or electrification infrastructure that would be used to power new water treatment plants and wastewater systems? [7/14]

The EPA's Overview of Clean Water State Revolving Fund Eligibilities describes eligible energy-related projects. This includes a "[p]ro rata share of capital costs of offsite clean energy facilities that provide power to a treatment works." Thus, State and Local Fiscal Recovery Funds may be used to finance the generation and delivery of clean power to a wastewater system or a water treatment plant on a pro-rata basis. If the wastewater system or water treatment plant is the sole user of the clean energy, the full cost would be considered an eligible use of funds. If the clean energy provider provides power to other entities, only the proportionate share used by the water treatment plant or wastewater system would be an eligible use of State and Local Fiscal Recovery Funds.

6.14. How should states and local governments assess whether a stormwater management project, such as a culvert replacement, is an eligible project for State and Local Fiscal Recovery Funds? [7/14]

FAQ 6.7 describes the overall approach that recipients may take to evaluate the eligibility of water or sewer projects. For stormwater management projects specifically, as noted in the EPA's Overview of Clean Water State Revolving Fund Eligibilities, "Stormwater projects must have a water quality benefit." Thus, to be eligible under CSFRF/CLFRF, stormwater management projects should be designed to incorporate water quality benefits consistent with the goals of the Clean Water Act. Summary of the Clean Water Act.

6.15. May recipients use Funds for road repairs and upgrades that occur in connection with an eligible water or sewer project? [7/14]

Yes, recipients may use State and Local Fiscal Recovery Funds for road repairs and upgrades directly related to an eligible water or sewer project. For example, a recipient could use Funds to repair or re-pave a road following eligible sewer repair work beneath it. However, use of Funds for general infrastructure projects is subject to the limitations described in FAQ 4.2. Water and sewer infrastructure projects are often a single component of a broader transportation infrastructure project, for example, the implementation of stormwater infrastructure to meet Clean Water Act established water quality standards. In this example, the components of the infrastructure project that interact directly with the stormwater infrastructure project may be funded by Fiscal Recovery Funds.

6.16. May Funds be used to build or upgrade broadband connections to schools or libraries? [7/14]

As outlined in the IFR, recipients may use Fiscal Recovery Funds to invest in broadband infrastructure that, wherever it is practicable to do so, is designed to deliver service that reliably meets or exceeds symmetrical upload and download speeds of 100 Mbps to households or businesses that are not currently serviced by a wireline connection that reliably delivers at least 25 Mbps download speed and 3 Mbps of upload speed. Treasury interprets “businesses” in this context broadly to include non-residential users of broadband, including private businesses and institutions that serve the public, such as schools, libraries, healthcare facilities, and public safety organizations.

6.17. Are eligible infrastructure projects subject to the Davis-Bacon Act? [7/14]

The Davis-Bacon Act requirements (prevailing wage rates) do not apply to projects funded solely with award funds from the CSFRF/CLFRF program, except for CSFRF/CLFRF-funded construction projects undertaken by the District of Columbia. The Davis-Bacon Act specifically applies to the District of Columbia when it uses federal funds (CSFRF/CLFRF funds or otherwise) to enter into contracts over \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. Recipients may be otherwise subject to the requirements of the Davis-Bacon Act, when CSFRF/CLFRF award funds are used on a construction project in conjunction with funds from another federal program that requires enforcement of the Davis-Bacon Act. Additionally, corollary state prevailing-wage-in-construction laws (commonly known as “baby Davis-Bacon Acts”) may apply to projects. Please refer to FAQ 4.10 concerning projects funded with both CSFRF/CLFRF funds and other sources of funding.

Treasury has indicated in its Interim Final Rule that it is important that necessary investments in water, sewer, or broadband infrastructure be carried out in ways that produce high-quality infrastructure, avert disruptive and costly delays, and promote efficiency. Treasury encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions, not only to promote effective and efficient delivery of high-quality infrastructure projects, but also to support the economic recovery through strong employment opportunities for workers. Using these practices in construction projects may help to ensure a reliable supply of skilled labor that would minimize disruptions, such as those associated with labor disputes or workplace injuries.

Treasury has also indicated in its reporting guidance that recipients will need to provide documentation of wages and labor standards for infrastructure projects over \$10 million, and that these requirements can be met with certifications that the project is in compliance with the Davis-Bacon Act (or related state laws, commonly known as “baby Davis-Bacon Acts”) and subject to a project labor agreement. Please refer to the Reporting and Compliance Guidance, page 21, for more detailed information on the reporting requirement.

7. Non-Entitlement Units (NEUs)

Answers to frequently asked questions on distribution of funds to NEUs can be found in this [FAQ supplement](#), which is regularly updated.

8. Ineligible Uses

8.1. What is meant by a pension “deposit”? Can governments use funds for routine pension contributions for employees whose payroll and covered benefits are eligible expenses?

Treasury interprets “deposit” in this context to refer to an extraordinary payment into a pension fund for the purpose of reducing an accrued, unfunded liability. More specifically, the interim final rule does not permit this assistance to be used to make a payment into a pension fund if both: (1) the payment reduces a liability incurred prior to the start of the COVID-19 public health emergency, and (2) the payment occurs outside the recipient’s regular timing for making such payments.

Under this interpretation, a “deposit” is distinct from a “payroll contribution,” which occurs when employers make payments into pension funds on regular intervals, with contribution amounts based on a pre-determined percentage of employees’ wages and salaries. In general, if an employee’s wages and salaries are an eligible use of Fiscal Recovery Funds, recipients may treat the employee’s covered benefits as an eligible use of Fiscal Recovery Funds.

8.2. May recipients use Fiscal Recovery Funds to fund Other Post-Employment Benefits (OPEB)? [6/8]

OPEB refers to benefits other than pensions (see, e.g., [Governmental Accounting Standards Board, “Other Post-Employment Benefits”](#)). Treasury has determined that Sections 602(c)(2)(B) and 603(c)(2), which refer only to pensions, do not prohibit CSFRF/CLFRF recipients from funding OPEB. Recipients of either the CSFRF/CLFRF may use funds for eligible uses, and a recipient seeking to use CSFRF/CLFRF funds for OPEB contributions would need to justify those contributions under one of the four eligible use categories.

9. Reporting

On June 17, 2021, Treasury released [Guidance on Recipient Compliance and Reporting Responsibilities for the Coronavirus State and Local Fiscal Recovery Funds](#). Recipients should consult this guidance for additional detail and clarification on recipients’ compliance and reporting responsibilities. A users’ guide will be provided with additional information on how and where to submit required reports.

9.1. What records must be kept by governments receiving funds?

Financial records and supporting documents related to the award must be retained for a period of five years after all funds have been expended or returned to Treasury, whichever is later. This includes those which demonstrate the award funds were used for eligible purposes in accordance with the ARPA, Treasury's regulations implementing those sections, and Treasury's guidance on eligible uses of funds.

9.2. What reporting will be required, and when will the first report be due?

Recipients will be required to submit an interim report, quarterly project and expenditure reports, and annual Recovery Plan Performance Reports as specified below, regarding their utilization of Coronavirus State and Local Fiscal Recovery Funds.

Interim reports: States (defined to include the District of Columbia), territories, metropolitan cities, counties, and Tribal governments will be required to submit one interim report. The interim report will include a recipient's expenditures by category at the summary level and for states, information related to distributions to non-entitlement units of local government must also be included in the interim report. The interim report will cover activity from the date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Non-entitlement units of local government are not required to submit an interim report.

Quarterly Project and Expenditure reports: State (defined to include the District of Columbia), territorial, metropolitan city, county, and Tribal governments will be required to submit quarterly project and expenditure reports. This report will include financial data, information on contracts and subawards over \$50,000, types of projects funded, and other information regarding a recipient's utilization of award funds. Reports will be required quarterly with the exception of non-entitlement units, which will report annually. An interim report is due on August 31, 2021. The reports will include the same general data as those submitted by recipients of the Coronavirus Relief Fund, with some modifications to expenditure categories and the addition of data elements related to specific eligible uses. The initial quarterly Project and Expenditure report will cover two calendar quarters from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury within 30 days after the end of each calendar quarter.

Non-entitlement units of local government will be required to submit the project and expenditure report annually. The initial annual Project and Expenditure report for non-entitlement units of local government will cover activity from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent annual reports must be submitted to Treasury by October 31 each year.

Recovery Plan Performance Reports: States (defined to include the District of Columbia), territories, metropolitan cities, and counties with a population that exceeds 250,000

residents will also be required to submit an annual Recovery Plan Performance Report to Treasury. This report will include descriptions of the projects funded and information on the performance indicators and objectives of each award, helping local residents understand how their governments are using the substantial resources provided by Coronavirus State and Local Fiscal Recovery Funds program. The initial Recovery Plan Performance Report will cover activity from date of award to July 31, 2021 and must be submitted to Treasury by August 31, 2021. Thereafter, the Recovery Plan Performance Reports will cover a 12-month period and recipients will be required to submit the report to Treasury within 30 days after the end of the 12-month period. The second Recovery Plan Performance Report will cover the period from July 1, 2021 to June 30, 2022 and must be submitted to Treasury by July 31, 2022. Each annual Recovery Plan Performance Report must be posted on the public-facing website of the recipient. Local governments with fewer than 250,000 residents, Tribal governments, and non-entitlement units of local government are not required to develop a Recovery Plan Performance Report.

Please see the [Guidance on Recipient Compliance and Reporting Responsibilities](#) for more information.

9.3. What provisions of the Uniform Guidance for grants apply to these funds? Will the Single Audit requirements apply?

Most of the provisions of the Uniform Guidance (2 CFR Part 200) apply to this program, including the Cost Principles and Single Audit Act requirements. Recipients should refer to the Assistance Listing for detail on the specific provisions of the Uniform Guidance that do not apply to this program. The Assistance Listing will be available on [beta.SAM.gov](#).

9.4. Once a recipient has identified a reduction in revenue, how will Treasury track use of funds for the provision of government services? [6/8]

The ARPA establishes four categories of eligible uses and further restrictions on the use of funds to ensure that Fiscal Recovery Funds are used within the four eligible use categories. The Interim Final Rule implements these restrictions, including the scope of the eligible use categories and further restrictions on tax cuts and deposits into pensions. Reporting requirements will align with this structure.

Consistent with the broad latitude provided to recipients to use funds for government services to the extent of the reduction in revenue, recipients will be required to submit a description of services provided. As discussed in IFR, these services can include a broad range of services but may not be used directly for pension deposits, contributions to reserve funds, or debt service. Recipients may use sources of funding other than Fiscal Recovery Funds to make deposits to pension funds, contribute to reserve funds, and pay debt service, including during the period of performance for the Fiscal Recovery Fund award.

For recipients using Fiscal Recovery Funds to provide government services to the extent of reduction in revenue, the description of government services reported to Treasury may be narrative or in another form, and recipients are encouraged to report based on their existing budget processes and to minimize administrative burden. For example, a recipient with \$100 in revenue replacement funds available could indicate that \$50 were used for personnel costs and \$50 were used for pay-go building of sidewalk infrastructure.

In addition to describing the government services provided to the extent of reduction in revenue, all recipients will also be required to indicate that Fiscal Recovery Funds are not used directly to make a deposit in a pension fund. Further, recipients subject to the tax offset provision will be required to provide information necessary to implement the Interim Final Rule, as described in the Interim Final Rule. Treasury does not anticipate requiring other types of reporting or recordkeeping on spending in pensions, debt service, or contributions to reserve funds.

These requirements are further detailed in the guidance on reporting requirements for the Fiscal Recovery Funds available [here](#).

9.5. What is the Assistance Listing and Catalog of Federal Domestic Assistance (CFDA) number for the program? [6/8]

The Assistance Listing for the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) was published May 28, 2021 on SAM.gov. This includes the final CFDA Number for the program, 21.027.

The assistance listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The CFDA number is the unique 5-digit code for each type of federal assistance, and can be used to search for program information, including funding opportunities, spending on usaspending.gov, or audit results through the Federal Audit Clearinghouse.

To expedite payments and meet statutory timelines, Treasury issued initial payments under an existing CFDA number. If you have already received funds or captured the initial CFDA number in your records, please update your systems and reporting to reflect the final CFDA number 21.027. **Recipients must use the final CFDA number for all financial accounting, audits, subawards, and associated program reporting requirements.**

To ensure public trust, Treasury expects all recipients to serve as strong stewards of these funds. This includes ensuring funds are used for intended purposes and recipients have in place effective financial management, internal controls, and reporting for transparency and accountability.

Please see Treasury's Interim Final Rule and the Guidance on Recipient Compliance and Reporting Responsibilities for more information.

10. Miscellaneous

10.1. May governments retain assets purchased with Fiscal Recovery Funds? If so, what rules apply to the proceeds of disposition or sale of such assets?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds. If such assets are disposed of prior to December 31, 2024, the proceeds would be subject to the restrictions on the eligible use of payments.

10.2. Can recipients use funds for administrative purposes?

Recipients may use funds to cover the portion of payroll and benefits of employees corresponding to time spent on administrative work necessary due to the COVID-19 public health emergency and its negative economic impacts. This includes, but is not limited to, costs related to disbursing payments of Fiscal Recovery Funds and managing new grant programs established using Fiscal Recovery Funds.

10.3. Are recipients required to remit interest earned on CSFRF/CLFRF payments made by Treasury? [5/27, updated 7/14]

No. CSFRF/CLFRF payments made by Treasury to states, territories, and the District of Columbia are not subject to the requirement of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 to remit interest to Treasury. CSFRF/CLFRF payments made by Treasury to local governments and Tribes are not subject to the requirement of 2 CFR 200.305(b)(8)–(9) to maintain balances in an interest-bearing account and remit payments to Treasury. Moreover, interest earned on CSFRF/CLFRF payments is not subject to program restrictions. Finally, States may retain interest on payments made by Treasury to the State for distribution to NEUs that is earned before funds are distributed to NEUs, provided that the State adheres to the statutory requirements and Treasury's guidance regarding the distribution of funds to NEUs. Such interest is also not subject to program restrictions.

Among other things, States and other recipients may use earned income to defray the administrative expenses of the program, including with respect to NEUs.

10.4. Is there a deadline to apply for funds? [5/27]

The Interim Final Rule requires that costs be incurred by December 31, 2024. Direct recipients are encouraged to apply as soon as possible. For direct recipients other than Tribal governments, there is not a specific application deadline.

Tribal governments do have deadlines to complete the application process and should visit www.treasury.gov/SLFRPTribal for guidance on applicable deadlines.

Non-entitlement units of local government should contact their state government for information on applicable deadlines.

10.5. May recipients use funds to cover the costs of consultants to assist with managing and administering the funds? [6/8]

Yes. Recipients may use funds for administering the CSFRF/CLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements.

11. Operations

11.1. How do I know if my entity is eligible?

The Coronavirus State and Local Fiscal Recovery Funds American Rescue Plan Act of 2021 set forth the jurisdictions eligible to receive funds under the program, which are:

- States and the District of Columbia
- Territories
- Tribal governments
- Counties
- Metropolitan cities (typically, but not always, those with populations over 50,000)
- Non-entitlement units of local government, or smaller local governments (typically, but not always, those with populations under 50,000)

11.2. How does an eligible entity request payment?

Eligible entities (other than non-entitlement units) must submit their information to the Treasury Submission Portal. Please visit the Coronavirus State and Local Fiscal Recovery Fund website for more information on the submission process.

11.3. I cannot log into the Treasury Submission Portal or am having trouble navigating it. Who can help me?

If you have questions about the Treasury Submission Portal or for technical support, please email covidreliefitsupport@treasury.gov.

11.4. What do I need to do to receive my payment?

All eligible payees are required to have a DUNS Number previously issued by Dun & Bradstreet (<https://www.dnb.com/>).

All eligible payees are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>).

And eligible payees must have a bank account enabled for Automated Clearing House (ACH) direct deposit. Payees with a Wire account are encouraged to provide that information as well.

More information on these and all program pre-submission requirements can be found on the [Coronavirus State and Local Fiscal Recovery Fund website](#).

11.5. Why is Treasury employing id.me for the Treasury Submission Portal?

ID.me is a trusted technology partner to multiple government agencies and healthcare providers. It provides secure digital identity verification to those government agencies and healthcare providers to make sure you're you – and not someone pretending to be you – when you request access to online services. All personally identifiable information provided to ID.me is encrypted and disclosed only with the express consent of the user. Please refer to ID.me Contact Support for assistance with your ID.me account. Their support website is <https://help.id.me>.

11.6. Why is an entity not on the list of eligible entities in Treasury Submission Portal?

The ARPA statute lays out which governments are eligible for payments. The list of entities within the Treasury Submission Portal includes entities eligible to receive a direct payment of funds from Treasury, which include states (defined to include the District of Columbia), territories, Tribal governments, counties, and metropolitan cities.

Eligible non-entitlement units of local government will receive a distribution of funds from their respective state government and should not submit information to the Treasury Submission Portal.

If you believe an entity has been mistakenly left off the eligible entity list, please email SLFRP@treasury.gov.

11.7. What is an Authorized Representative?

An Authorized Representative is an individual with legal authority to bind the government entity (e.g., the Chief Executive Officer of the government entity). An Authorized Representative must sign the Acceptance of Award terms for it to be valid.

11.8. How does a Tribal government determine their allocation?

Tribal governments will receive information about their allocation when the submission to the Treasury Submission Portal is confirmed to be complete and accurate.

11.9. How do I know the status of my request for funds (submission)?

Entities can check the status of their submission at any time by logging into [Treasury Submission Portal](#).

11.10. My Treasury Submission Portal submission requires additional information/correction. What is the process for that?

If your Authorized Representative has not yet signed the award terms, you can edit your submission with in the into Treasury Submission Portal. If your Authorized Representative has signed the award terms, please email SLFRP@treasury.gov to request assistance with updating your information.

11.11. My request for funds was denied. How do I find out why it was denied or appeal the decision?

Please check to ensure that no one else from your entity has applied, causing a duplicate submission. Please also review the list of all eligible entities on the Coronavirus State and Local Fiscal Recovery Fund website.

If you still have questions regarding your submission, please email SLFRP@treasury.gov.

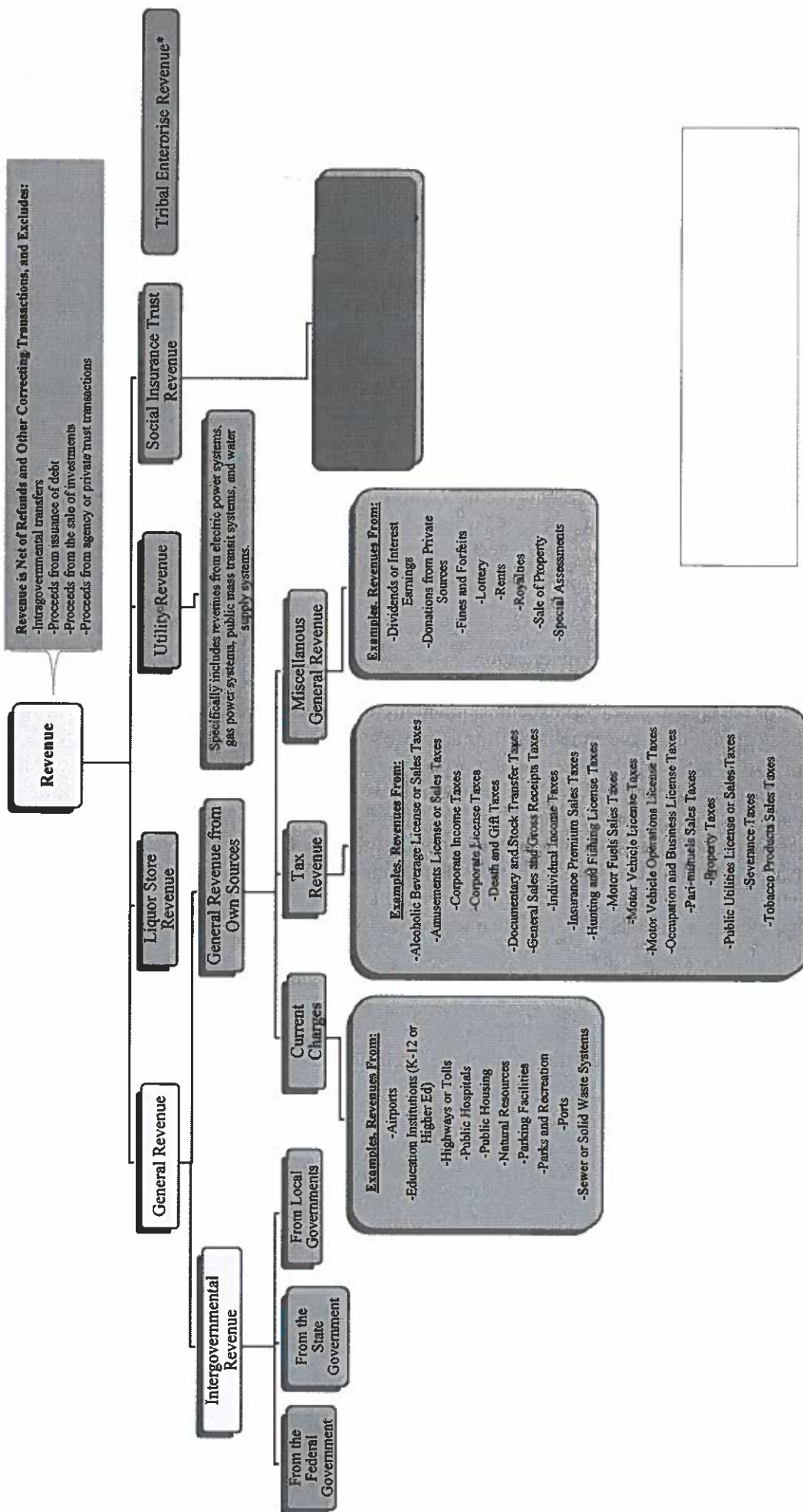
11.12. When will entities get their money?

Before Treasury is able to execute a payment, a representative of an eligible government must submit the government's information for verification through the Treasury Submission Portal. The verification process takes approximately four business days. If any errors are identified, the designated point of contact for the government will be contacted via email to correct the information before the payment can proceed. Once verification is complete, the designated point of contact of the eligible government will receive an email notifying them that their submission has been verified. Payments are generally scheduled for the next business day after this verification email, though funds may not be available immediately due to processing time of their financial institution.

11.13. How does a local government entity provide Treasury with a notice of transfer of funds to its State?

For more information on how to provide Treasury with notice of transfer to a state, please email SLRedirectFunds@treasury.gov.

Appendix: Interim Final Rule Definition of General Revenue Within the Census Bureau Classification Structure of Revenue



Source: U.S. Bureau of the Census Government Finance and Employment Classification Manual, 2006; Annual Survey of State and Local Government Finances



DATA SHEET
AGENDA ITEM NO. VI.G.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action amending the current fence ordinance

Background:

The Ordinance Committee has sent this amendment to the fence ordinance for your approval. The City Attorney has reviewed and made some minor formatting changes.

Financial Impact:

None

Recommendation:

Approve

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

Submitted by Ordinance Committee

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF VAN, TEXAS AMENDING ARTICLE V (FENCES) OF CHAPTER 6 (BUILDINGS AND BUILDING REGULATIONS) OF THE VAN CODE OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A REPEALER CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council for the City of Van, Texas has previously passed regulations concerning fences within the city limits of Van; and

WHEREAS, the City Council has codified these regulations in Article V (Fences) of Chapter 6 (Buildings and Building Regulations) of the Van Code of Ordinances; and

WHEREAS, the City Council now finds that certain amendments to Article V (Fences) are necessary, and that said amendments shall further enhance the safety, welfare and quiet enjoyment of property for citizens located in the City of Van.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL FOR THE CITY OF VAN, TEXAS AS FOLLOWS:

**I.
AMENDMENTS**

A. The following sections of Article V (Fences) of Chapter 6 (Buildings and Building Regulations) of the Van Code of Ordinances are hereby amended as follows:

- Section 6-171 (Permit to Erect Required). It shall be unlawful for any person to erect or have erected a fence or any part of a fence of permanent construction in the City without first obtaining a fence permit from the Office of the Building Inspector and/or City Manager.
- Section 6-175 (Height Limitation-Rear Yard). It shall be unlawful to erect a fence at a height exceeding eight (8) feet in any rear yard or along any rear yard lot line.
- Section 6-176 (Same-Side Yard). It shall be unlawful to erect a fence at a height exceeding eight (8) feet in any side yard or along any side yard lot line.
- Section 6-177(b)(1) (Front Yard; Interior Lots). It shall be unlawful to erect a fence over forty-eight (48) inches in height in the required front yard area on any interior lot.
- Section 6-181 (Inspection; Maintenance). Upon completion of the installation of a fence, the Building Inspector and/or City Manager shall be called upon for inspection. A certificate of acceptance will then be issued or a rejection slip

indicating the defects in the same. All fences constructed under the provisions of this Chapter shall be maintained as to comply with the requirements of this Article at all times.

**II.
SEVERABILITY**

Should any phrase, sentence or section of this Ordinance be deemed invalid or illegal by a court or tribunal having jurisdiction, such finding shall not affect the remaining phrases, sentences or sections of this Ordinance.

**III.
REPEALER**

Any ordinance or section(s) of an ordinance in conflict with the provisions of this Ordinance are hereby repealed to the extent of said conflict.

**IV.
EFFECTIVE DATE**

This Ordinance shall become effective immediately upon its passage and approval.

PASSED, APPROVED AND ADOPTED by the City Council for the City of Van,
Texas this _____ day of _____, 2021

APPROVED BY:

Don Smith, Mayor

ATTEST:

Sereca Huggins, City Secretary



DATA SHEET
AGENDA ITEM NO. VI.H.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on request from Public Works to purchase Skidd Steer, attachments, and a boom axe attachment for Gradall

Background:

The City Council heard this request at the last city council meeting and requested more information and this item to be placed on this month's agenda as an action item.

Financial Impact:

\$115,427.24 the purchase can be financed for 3 years at \$41,738.92 @ 3.65% annual payments or 5 years at \$25,949.86 @ 3.67% annual payments

Recommendation:

While I think the equipment would be very useful, I have concerns about financing the equipment and it being utilized to its full capacity. As you know, the water fund has been operating at a loss due to unforeseen water well issues, lack of past maintenance issues, and water rates not being reviewed and increased as needed.

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

RESOLUTION

A RESOLUTION REGARDING A CONTRACT FOR THE PURPOSE OF FINANCING **"PUBLIC WORKS EQUIPMENT"**.

WHEREAS, City of Van (the "Issuer") desires to enter into that certain Finance Contract by and between the Issuer and Government Capital Corporation ("GCC") for the purpose of financing "PUBLIC WORKS EQUIPMENT". The Issuer desires to designate this Finance Contract as a "qualified tax exempt obligation" of the Issuer for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

NOW THEREFORE, BE IT RESOLVED BY CITY OF VAN:

Section 1. That the Issuer will enter into a Finance Contract with GCC for the purpose of financing "PUBLIC WORKS EQUIPMENT".

Section 2. That the Finance Contract by and between the City of Van and GCC is designated by the Issuer as a "qualified tax exempt obligation" for the purposes of Section 265 (b) (3) of the Internal Revenue Code of 1986, as amended.

Section 3. That the Issuer appoints the City Manager or their designee, as the authorized signer of the Finance Contract by and between the City of Van and GCC as well as any other ancillary exhibit, certificate, or documentation needed for the Contract.

Section 4. That should the need arise, if applicable, the City of Van will use loan proceeds for reimbursement of expenditures related to the Property, within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

This Resolution has been PASSED upon Motion made by Board Member _____, seconded by Board Member _____ by a vote of _____ to _____ and is effective this _____, 2021.

Issuer: City of Van

Witness Signature

Don Smith, Mayor

Sereca Huff-Huggins, City Secretary



July 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 Van City Hall. 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:	\$ 115,427.24	
TERM:	3 Annual Payments	5 Annual Payments
INTEREST RATE:	3.65%	3.67%
PAYMENT AMOUNT:	\$ 41,738.92	\$ 25,949.86
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. The above payment amount includes \$500 documentation fee.

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.

Loaders / Compact Track Loaders

Compare Compact Track Loader Specifications

To compare models, start by selecting products using the dropdown menus.

☐ Standard ☒ Optional **N/A** Not Applicable

Units US

\$ 52,639.⁹⁹
Bobcat T66

\$ 57,590.²²
Bobcat T76

Select product...

Emissions Tier (EPA)	Tier 4	Tier 4	
Engine Cooling	Liquid	Liquid	
Engine Fuel	Diesel	Diesel	
Horsepower	74 hp	74 hp	
Turbocharged Engine	☒	☒	

Performance

Rated Operating Capacity (ISO)	2,450 lb	2,900 lb	
Operating Capacity (50% of Tip)	3500 lb	4143 lb	
Tipping Load	7000 lb	8285 lb	
Operating Weight	8927 lb	10250 lb	
Travel Speed	7.2 mph	6.8 mph	
Travel Speed (2-speed option)	10.2 mph	9.2 mph	
Ground Pressure (Rubber)	5.9 psi	6.2 psi	

Capacities

Fuel Tank	28.3 gal	31.7 gal	
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Hydraulic System

System Relief @ Quick Couplers	3,500 psi	3,500 psi	
Auxiliary Std Flow	17.6 gal/min	23.3 gal/min	
Auxiliary High Flow	26.9 gal/min	30.3 gal/min	

Dimension

Length	134.9 in	147.1 in	
Length without Attachment	107 in	113.9 in	
Length with Standard Bucket	134.9 in	147.1 in	
Width	67 in	72.9 in	
Width (with bucket)	68 in	74 in	
Height	80.5 in	81.8 in	
Height with Operator Cab	80.5 in	81.8 in	
Height to Bucket Hinge Pin	120 in	128.3 in	
Reach @ Maximum Height	36.7 in	39.9 in	
Turning Radius	81.5 in	89.3 in	
Length of track on ground	54.3 in	59.2 in	
Track Width	12.6 in	12.6 in	
Track Width - Optional	15.7 in	17.7 in	

Features

Joystick Control	☒	☐	
Air Conditioning	☒	☒	
Backup Alarm	☐	☐	
BICS System (Interlock)	☐	☐	
Cab Heater	☒	☒	
Operating Lights	☐	☐	
Suspension Seat	☐	☐	
Two Speed Travel	☒	☒	
Deluxe Instrumentation	☒	☒	
Engine Shutdown	N/A	N/A	
Hydraulic Bucket Positioning	☒	☒	
High Flow Option	☒	☒	
Auxiliary Hydraulics	☐	☐	
Bob-Tach Attachment System	☐	☐	
Power Bob-Tach	☒	☒	
ACS (Switchable Controls)	N/A	N/A	
Ride Control	☒	☒	
Horn	☐	☐	

Certain specification(s) are based on engineering calculations and are not actual measurements. Specification(s) are provided for comparison purposes only and are subject to change without notice. Specification(s) for your individual equipment will vary based on normal variations in design, manufacturing, operating conditions, and other factors.



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 ----- Contact: Todd Lewis Phone: 817-654-2202 Fax: 817-457-9425 Cellular: 214-869-6161 E Mail: tlewis@bobcatofdallas.com	CITY OF VAN Attn: KEVIN JOHNSON 113 W. MAIN ST VAN, TX 75790 Phone: (903) 574-5543

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:** _____

**WAUKESHA-PEARCE INDUSTRIES, LLC**

A PEARCE INDUSTRIES, INC. COMPANY
P.O. BOX 35068, HOUSTON TEXAS 77235-5068
PHONE (713) 723-1050

Counter Ticket: 125422**Invoice:****Invoice Date:****Branch: 506****ESTIMATE**

Sold To: 316601 506
CITY OF VAN
PO BOX 487
VAN TX 75790
United States
903-963-4216

Ship To: 316627
CITY OF VAN
113 W MAIN
VAN TX 75790
United States

Ship Via: WILLCALL**Special Instructions:**

Customer PO: need
Contact Name:
Phone:
Notes :

Open: 7/8/2021
Sold by: PUGLIA
Terms: Net 30 Days

Equip ID: 12950
Model: OTHER
Serial No:
SlsRep: Dougan, Johnny P

Line #	Quantity		Vendor	Part Number	Description	Location	LT	Price	Ext Price
	Ship	B/O							
1	0		GRD	80365084S-GRD	SER KIT WINDOW GUARD		A	5,057.00	5,057.00
1	0		GRD	80735010S-GRD	SER KIT AUX DUMP TUBE		A	815.07	815.07
1	0		GRD	80805002S-GRD	SER KIT, AUX HYD 3000 SIII		A	4,901.31	4,901.31
1	0		GRD	06102600-GRD	SBR50 GRADALL/50 ROTARY		A	17,524.46	17,524.46
1	0		GRD	80765083S-GRD	SER KIT AUX HYD FOOT SWITCH		A	1,007.13	1,007.13
1	0		BPC	LABOR-BPC	LABOR		A	8,520.00	8,520.00
1	0			MISCELLANEOUSSHOP	MISCELLANEOUS SHOP		00	300.00	300.00
1	0			ENVIRONMENTFEE	ENVIRONMENT FEE		04	150.00	150.00
1	0		ORE	MISC-ORE	MISC HOSES&FITTINGS IF NEEDED		A	600.00	600.00
1	0			CUSTOMERFREIGHT	ESTIMATED FREIGHT		03	1,200.00	1,200.00
	0						ZE	0.00	0.00
ESTIMATE ON INSTALLING 50" TIGER MOWER, AUX HYD PIPING, AND LOWER WINDER GAURD ON XL3100 AT WPI KILGORE									

**WAUKESHA-PEARCE INDUSTRIES, LLC**

A PEARCE INDUSTRIES, INC. COMPANY
P.O. BOX 35068, HOUSTON TEXAS 77235-5068
PHONE (713) 723-1050

Counter Ticket: 125422**Invoice:****Invoice Date:****Branch: 506****ESTIMATE**

Sold To: 316601 506
CITY OF VAN
PO BOX 487
VAN TX 75790
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903-963-4216

Ship To: 316627
CITY OF VAN
113 W MAIN
VAN TX 75790
United States

Ship Via: WILLCALL**Special Instructions:**

Customer PO: need
Contact Name:
Phone:
Notes :

Open: 7/8/2021
Sold by: PUGLIA
Terms: Net 30 Days

Equip ID: 12950
Model: OTHER
Serial No:
SlsRep: Dougan, Johnny P

Line #	Quantity		Vendor	Part Number	Description	Location	LT	Price	Ext Price
	Ship	B/O							

***** REMIT TO ADDRESS *****

WAUKESHA-PEARCE INDUSTRIES, LLC. EXCHANGE ACCOUNT
P O BOX 204116 DALLAS, TX 75320-4116
ACH/WIRING: WELLS FARGO BANK, N.A.
ABA#: 121000248 ACCOUNT#: 4122374218

Subtotal \$40,074.97**Sales Tax Total \$40,074.97****Total Due By 8/7/2021 (USD) \$40,074.97**

PRINTED NAME

SIGNATURE

** QUOTE PRICES ARE VALID FOR 30 DAYS
** PARTS MUST BE RETURNED IN ORIGINAL UNOPENED PACKAGING FOR CREDIT
** RESTOCK FEE MAY BE APPLIED ON ANY AND ALL RETURNS
** NO RETURNS WILL BE ACCEPTED AFTER 30 DAYS FROM INVOICE
** PARTS VALUED AT LESS THAN \$10.00 ARE NOT ELIGIBLE FOR RETURN

In accordance with acceptable state laws, we may impose a surcharge on credit cards that is not greater than our cost of acceptance.

******* RETURN POLICY *******

REQUIRES PROOF of PURCHASE FOR ALL PARTS ... NO RETURNS: AFTER 60 DAYS ON STOCK/AFTER 30 DAYS ON NON-STOCK ITEMS
SPECIAL ORDER or LIMITED SHELF LIFE ITEMS ARE NON-RETURNABLE.



Product Quotation

Quotation Number: 33524D033846

Date: 2021-07-06 10:41:03

Ship to	Bobcat Dealer	Bill To
CITY OF VAN Attn: KEVIN JOHNSON 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 Attn: KEVIN JOHNSON 113 W. MAIN ST VAN, TX 75790

Description	Part No	Qty	Price Ea.	Total
72" Brushcat (HF)	7233002	1	\$6,009.32	\$6,009.32
Total of Items Quoted				\$6,009.32
Quote Total - US dollars				\$6,009.32

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: _____



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: _____



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

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on an application from Brittany Buttram to serve on the Park & Recreation Advisory Board

Background:

Attached is an application from Brittany Buttram to serve on the Park Board.

Financial Impact:

Recommendation:

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



CITY OF VAN

APPLICATION FOR CITY BOARDS/COMMISSIONS

As an Applicant for a City Board, or Commission, your application will be available to the public. You will be contacted before any action is taken on your appointment to confirm your continued interest in serving. All appointments are made by the Van City Council. Incumbents whose terms expire are automatically considered for reappointment unless they indicate non-interest. Applicant must be a citizen of the United State and must reside within the city limits of Van unless otherwise stated in the position announcement. Applications will be kept on file for two years and will expire at the end of two years; for instance, an application dated 2018 will expire in 2020.

Please Type or Print Clearly:

Date: 7/12/2021
Name: Brittany Buttram Home Phone: 469 879 6252
Address: 909 W. Main St. Work Phone: _____
Cell: Same as home City/State/Zip Van, TX, 75790
Email: Brittanybuttram1203@gmail.com
I have lived in Van 1.5 years (Sept. 2019) I am X am not _____ a U.S. Citizen
Occupation: Student & stay at home mom of four

Professional and/or Community Activities: _____

Additional Pertinent Information/References: _____

Application for the following Council-appointed Boards and Commissions will be kept on file in the City Secretary's office for two years.

If you are interested in serving on more than one board, please indicate your preference by numbering in order of preference.

Decision-Making Boards and Commissions

- ☐ Planning & Zoning Commission
- ☐ Van Economic Development Corporation

Meeting Information

Last Tuesday of Month @5:00pm

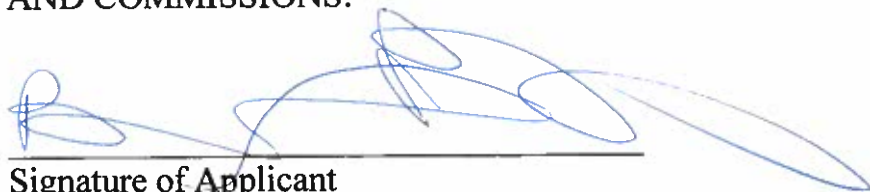
4th Monday each Month @ 5:30pm
(special meetings may be called)

Advisory Boards and Commissions

- ☒ Parks & Recreation Advisory Board
- ☐ Community Library Advisory Board

Meeting Information

.....
I AM INTERESTED IN SERVING ON THE ABOVE INDICATED BOARDS
AND COMMISSIONS.



Signature of Applicant

Please return this application to:

City Secretary
City of Van
PO Box 487
Van TX 75790



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

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on the City Council expectations and duties of all boards and committees that are appointed by the City Council.

Background:

This item is being placed on the agenda for the City Council to spell out the expectations and direction that the council expects from each board or committee that is appointed by the City Council.

Financial Impact:

Recommendation:

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

Submitted by Charles West

BY-LAWS OF THE PARKS AND RECREATION ADVISORY BOARD

Article I. Name

1. "Board" shall mean the Parks and Recreation Board of the city of Van, Texas

Article II. Trustees

1. Advisory board members will be voted on by the City Council for a two (2) year term with reappointment for additional (2) year terms with no limits as approved by City Council.
2. The Board will consist of 5-6 appointed trustees. If the sitting board has 6 members, the Park appointed President will serve as a non-voting member of the Board.
3. Board members shall reside within the boundaries of the Van Independent School District.
4. Any Member of the Board who misses three (3) consecutive meetings without good cause or notification will be deemed to have resigned, and the Board will replace the member.
5. No relatives of a current board member of the Parks Advisory Board will be considered for appointment (relative defined as a persons related within the first degree by consanguinity or affinity and include spouse, father, mother, son, daughter, bother or sister).

Article III. Officers

1. The officers of the Board will be a President, Vice- President, and a Secretary. The Secretary roll maybe assigned or split between the other members on the board.
2. Officers will serve a one (1) year term at which point the City Council will determine if the term becomes no term limit.
3. Officers shall be elected and take office at the first regular meeting after new Board members have been appointed.
4. Vacancies in the office will be handled as followed:
 - a. In the event of resignation of the President, the Vice- President will become the President until another President is nominated and appointed.
 - b. Vacancies in officers other than president will be filled by special election.
5. Duties of the officers will be as follows:
 - a. President:
 - i. Preside at all meetings.
 - ii. Represent the Parks Board at public functions.
 - iii. Appoint special committees

- b. Vice- President:
 - i. Assist the President in directing the affairs of the Board and act in the Presidents absence.
- c. Secretary:
 - i. Establishing agenda for each meeting. Agenda items requested by any Board member will be included.
 - ii. Send minutes and agenda to City Hall.

Article IV: Committees

1. Committees may be appointed for special purposes by the President and with consent of the majority of the Board. All committees will have at least one Parks Board member serving on them. These committees are automatically dissolved upon completion of the assignment.

Article V: Meetings

1. The regular meeting of the Parks Board will be held at a time designated by the Parks Board. Meetings will be held at City Hall or other alternate location determined by Board.
2. Special meeting may be called by the President, Parks Director; if one is appointed, or at the call of any two (2) members of the Board, provided that notice thereof is given to all Board members.
3. A majority of the members will constitute a quorum at all meetings of the Board.

Article VI: Powers and Duties of Board Members

1. Board members will:
 - a. Abide by applicable ordinances of the City of Van.
 - b. Act in an advisory capacity of the City Council, City Manager, Mayor, and Parks Director; if a Park Director is appointed.
 - c. Recommend policies to govern the operation of the Parks.
 - d. Assist in planning and giving guidance for expansion of the parks.
 - e. Assist in interpreting the policies and functions of the parks to the public.
 - f. Encourage in every possible way the development and advancement of the public parks.
 - g. The Program of the Board shall consist of policy planning, development, and implementation of both short and long term range sets of goals with final approval by City Council.
 - h. Board members shall participant in a minimum of two (2) major projects or events annually as needed.

- i. Any Board member unwilling to participate in a minimum of two (2) projects can be put up for removal from the Board, pending City Councils approval.

Article VII: Major Responsibilities of the Board Members:

1. Adopting policies which determine the purpose, governing principles, functions, activities, and courses of action of the program.
2. Advising the City Manager or designee director on the planning, implementation, and growth of the program.
3. Assisting the City Manager or designee director on the development of an annual work plan for the program.
4. Provide liaison between the Advisory Board and other organizations and agencies.
5. Adopting and administering by-laws as approved by City Council.
6. Conduction all meetings under proper parliamentary procedure.

Article VIII: Individual Standards for Board Members

1. Supports Board Decisions, even when he or she may differ personally with the majority decision.
2. Is loyal.
3. Understands the mission of the Board and promotes the goals and activities of the Board.
4. Attends all Board meetings, unless excused by President, Vice President or City Manager/Director.
5. Willing contributes knowledge, labor, and resources to the Board.
6. Does not interfere with the day-to-day administration of the program respecting the need for the Program to be administered by appropriate city Personnel.
7. Offers opinions honestly, without reservation and in a constructive way.
8. Does not commit more time to the Program than he or she can realistically afford.
9. Promotes unity within the organization and seeks to resolve internal conflicts.
10. Encourages staff and advisory board members to express their opinions openly in board meetings

Article IX: Amendments

1. These by-laws may be amended by a majority vote at any regular meeting, provided all members have been notified of the proposed amendments at least ten days prior to such meeting. Such amendments would then be subject to approval by City Council.



DATA SHEET
AGENDA ITEM NO. VI.K.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on park operations and agreements

Background:

Financial Impact:

Recommendation:

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

Draft - For Discussion

Input received from Van Baseball/Softball, Van Soccer, and Van Parks and Rec board representatives and also private individuals.

Overview

With the recent addition of McMillan Park, the City's parks operations have more than doubled in land mass size. With the additional parks space comes the added responsibility to manage and grow, not just McMillan park, but all of the park holdings within the City. Successful parks operation does not end at regular maintenance however; when multiple entities are involved and no operational agreements are in place, it's very difficult to determine who is responsible for maintenance tasks, and involvement in long term planning. The end results are groups of people with questions and no progress made towards improving or expanding the current holdings and activities. Although the City of Van is great at maintaining their current parks interests directly, they fall short in terms of vision and expansion. Vision and expansion can only be possible once user groups, roles, and responsibilities have been carefully defined and a management strategy has been implemented that promotes self sufficiency and growth from within.

Purpose

The purpose of the "City of Van Parks Operational Agreement" is to:

- Identify the various parks and amenities.
- Identify the groups involved in, or using the city parks and their current roles.
- Define the future roles and responsibilities for all involved groups.
- Provide a scalable blueprint that clearly outlines the operations, relationships, and hierarchical structure between all of the present (and future) groups involved.

City Parks and Amenities

- Van City Park
- Downtown Park
- Van Baseball Softball Complex
- Van Soccer Complex
- McMillan Park

Involved Groups

- City of Van
- Parks and Recreation Advisory Board
- Van Soccer Association

- Van Baseball and Softball Association (VBSA)
- Other groups (Select baseball, non residents)

Current Status of Involved Groups

City of Van:

The City of Van, because they are at the top of the hierarchy, bear the largest responsibility of all the groups. The associated issues with the parks and non-existent relationships with the groups that use them have been prevalent for many years and started long before the current city admin and council were involved. The current administration realizes the need to make corrections and develop an operational plan with input from all involved. As part of these new proposed operational agreements, the city will delegate much of the management to either groups in place, or even new position(s) (discussion)

Van Parks and Recreation:

Although the Parks advisory board was created by the City to provide ideas, whatever verbal, or written direction was given by the city at their creation was soon lost. Coupling the loss of direction with a board composed completely of volunteers, Parks and Rec fell far from any goals written or otherwise stated. To be fair, the City never pressed the board to perform and Covid had a large impact on the boards ability to meet. Recently, the board has regrouped and is attempting to breathe life back into the existing body.

Van Baseball and Softball (VBSA):

VBSA and the City have had meetings and 'agreements' in the past, but nothing was formally written or approved in reference to an 'agreement'. The last meeting was as early as Feb 2020, when the City agreed to take over maintenance of the Baseball complex. This included seasonal field improvements, mowing, and other items. The city agreed to do the maintenance at no charge to VBSA. At the same time the city took over the maintenance, changes were made such as the removal of shade trees etc. Because there was no written agreement, details of 'who was responsible for what' began to surface when conversations of who was going to supply shade structures, and other necessary items for the park. A year and a half later, the entire complex, although maintained, is kept at the bare minimum and is lacking many of the items it needs to grow and prosper. VBSA, although it has vision and a small budget, doesn't own the park. The City, although it owns the park, isn't in the business of providing vision and has been inundated with other city related business. Without any written agreement, or even clear communication, nothing will be accomplished.

Internally, VBSA runs entirely on the efforts of volunteers. Although they do the best they can, It's a daunting task for the few people that actually organize and schedule the games as all of the work is conducted outside of regular working hours on weekends, evenings, nights and even mornings. The association is consumed with providing just the essentials to have a season and because of the volunteer status, even this effort is slowly losing speed.

Van Soccer Complex

VSA, like VBSA is run by a volunteer working board that has a certain number of 'active' members that take care of the majority of the organization. VSA has taken a slightly more proactive role in their organization by mowing their fields during spring and fall seasons, but still struggle with major improvements such as field repair, nets, shade structures and even bleachers. There is no clear path to improving or expanding the current venue as to make it more purposeful.

Other groups

Currently, groups such as "for profit" event organizers or organized 'pay to play' sports organizations have access to the facility, but through a permit process. The current permit in place is not specific to the parks, or the groups that use them. All of the parks in general could be utilized much better by groups such as ReBirth Performance if there was an operating strategy in place with a clear and easy path to register.

Proposal

1. As discussed at the July city council meeting, a paid 'Sports and Rec Coordinator' be established (proposed job description in supplemental, revised from CSA position). Proposed base pay of 50K annually, plus bonus.
2. Parks and Rec advisory board would take on a more proactive role in that they will communicate and assist in creating the parks and events proposed budget for the city, special events planning, adding sporting events, expansion proposals and grant identification. The board will be the think tank, sounding board and vision for all things parks and events related. The director is the backbone for this body and will work directly with the members, clearly identifying park priorities, events and establishing operating marks that will enable the body to accomplish their tasks and move towards goals.
3. Current sports associations operations, including all scheduling, would be absorbed into the new director position. Existing boards would have the option of becoming advisory boards to the new 'Sports and Rec Coordinator' for their applicable sports, or optionally, individuals could directly volunteer in whatever capacity they desired. All sign up fees for all sports would be collected by the director via the city and added to the Parks allotted operating budget.

4. All sporting event future registrations will be through the use of one existing software already in place for VBSA and VSA. "SportsEngine" is a robust platform capable of handling all signups, registrations and tournaments regardless of sport. The software can be configured to simultaneously handle multiple sports and also functions as a database that stores users information for future signups. The vantx.gov page will be tied to vansports.org, which will be the host domain for the SportsEngine, via link or even web tab.
5. Parks maintenance will continue to be done by the city, however; under the guidance of the Director. The Director will communicate very clearly to the city manager a 'maintenance plan' that outlines the regular maintenance tasks such as mowing, and the timelines for those activities. Anything maintenance needs outside of regular maintenance will be communicated directly to the city manager, preferably in a timely manner.
6. As with any other department, the Director will prepare a monthly summary report for City Council that outlines progress, updates on current happenings, make future requests and in some instances, identify areas to improve. Proposed - the director does not need City Council authorization to expand within written plans. As long as the Director and Parks board are following what they put forth, there is no reason to bog the process down in unnecessary approvals.
7. The Director will be responsible for the successful admin and organization of all current sporting events, but will be encouraged to expand all events. Although all of the current sporting facilities need substantial work, with maintenance, they can still work to produce sporting events as they have done in the past. Special city events, such as the 4th of July Freedom boom, can be added to, providing more entertainment opportunities for the city. This 'bonus' use is a huge windfall to the city, their businesses, and the people that are able to participate in the 'extra' events. These events could include
 - a. Sporting Events
 - i. Adult softball league / tournaments
 - ii. Flag football league / tournaments
 - iii. Baseball / softball tournaments
 - iv. Soccer tournaments
 - v. Frisbee golf league and tournaments
 - b. City Special Events
 - i. "Van TX Day" etc
8. The Directors base wage would be \$50K plus 'Bonus'. The director position will be incentivised by a cash bonus determined by the NET earnings from tournament gate fees. Proposed to split net gate profits evenly with the City. The City would add their half back into the Parks operating fund / budget.

- a. Realistic bonus based upon all sporting events and current facilities could be upwards of 50K. Bonus is contingent upon effort and ability to create events from scratch, organize and market.
9. The benefit to the Bonus structure is that it puts the creative onus back onto the director and Parks board. Alternatively, without a bonus structure, the City would need to outline a very specific scope and work plan for the Director, outside of the current rec events, which would negate the reason for having a director. This would become very labor intensive for someone not completely vested into the Parks, and take resources away from other city matters.
10. The new Director position should be vetted by a board composed of a city council member, city manager, Parks and Rec board member, VBSA member, and a VSA member. Each member should have a comprehensive list of questions for the applicant. Hiring would be done by a unanimous vote. Obviously, it is going to take a very special individual to fill this position. They will need to be complete self starters, work without direction, be creative, very organized, software smart, event orientated, basic knowledge of all sports, people friendly and extremely ambitious. This position will also require a tremendous amount of weekend dedication as most special events and tournaments will be weekend events. As currently proposed, this will be an extremely challenging position, especially within the first two years.
11. The Director and Parks board would need to add an online reservation to allow out of city, or non tax payers to use all of the facilities. This would be rate based and revolve around the recreational sports schedules and usage. Pay to play sports would be welcome, as would any other outside group.
12. The Director, with support from Parks and Rec, needs to coordinate with the City on identifying long term goals and grants. Proposed would be to build a new baseball / softball complex (old Roco Lot) and also a new Soccer complex (McMillan Park). Once both were complete, renovations and major repairs could be initiated on current holdings. Alternatively, a plan to repair the existing fields while in use might be a more advantageous route? There are plans for a self sufficient Rec Center in the works. Is it feasible? When? What grants are available and what's the criteria for obtaining? These are the discussions and direction that the new Director and Parks board need to be driving.

Proposed Timeline

Timeline is for discussion and to find blanks to fill in. Types of sporting events, tournaments to be held, or special city events are TBD and only for discussion.

- September 2021 - Finalize Parks allotment of budget for 2022
- October 2021 - Finalize job description for Sports and Rec Director - begin receiving applications
- January 2022 - Fill new position - merge registration software
- February 2022 - Soccer, Baseball and Softball Signup
- March 2022 - Soccer and baseball maintenance focus - Soccer start
- April - Baseball and Softball start - tournaments
- May - Tournaments
- June - Tournaments - Fall baseball / softball registration
- July - Freedom Boom, Fall Soccer registration
- August - Fall ball start - tournaments
- September - Tournaments
- October - Tournaments - Oil Festival
- November - Tournaments
- December - Christmas Parade, tournaments

City Parks and Amenities

- Van City Park
 - Playground area
 - Splash Pad
 - Full service bathrooms
 - Large covered area
 - Skate park
 - Approx 5.9 Acres
- Downtown Park
 - Approx 0.6 Acres
 - Covered area
- Van Baseball Softball Complex
 - Approx 14.5 Acres (shared 1.25 Acre parking with Soccer)
 - Concession stand / bathroom facility / small covered seating area
 - 4 developed and fenced fields, 1 undeveloped field
 - Temporary seating
- Van Soccer Complex
 - Approx 8.3 Acres (shared 1.25 Acres with Soccer)
 - Concession stand / bathroom facility
 - Temporary seating
 - Walking trail
- McMillan Park
 - Approx 50 Acres
 - Small Lake with ring trail
 - Frisbee Golf course
 - Bathroom facility
 - Small pavilion
 - Paved parking area
 - S part of park fully fenced

Involved Parks Groups

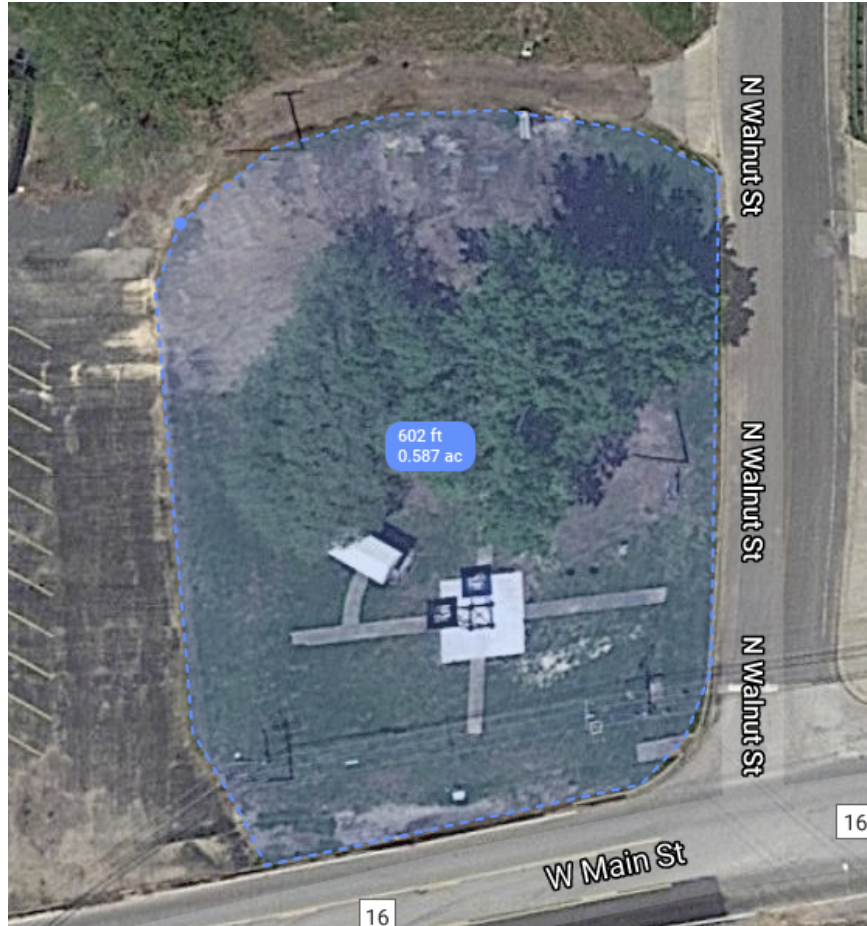
- City of Van
 - Owns all City Parks
 - Currently fully maintains all parks
 - Has a 'Parks Maintenance Manager' in place

- Parks and Recreation Advisory Board
 - Tasked with providing vision and expansion
 - Currently re-grouping and awaiting a direction
- Van Soccer Association
 - Spring and Fall leagues
 - Approx xxx amount of kids sign up for Spring
 - Approx xxx amount of kids sign up for Fall
 - Some tournaments
 - Non Profit
 - Volunteer ran
 - Certified and paid Referees
 - Average sign up fee \$70
- Van Baseball and Softball Association (VBSA)
 - 501(c)3 Non Profit
 - Spring Baseball and Softball
 - Approx 160 baseball and 100 softball signups
 - Season start April 1 and ends June 15
 - Some tournaments
 - Currently volunteers create and run the season.
 - Paid umpires
 - Field striping and game prep currently handled by VSBA
 - Sign up Fees Average \$89
- Other groups
 - Non Rec Sports teams (select baseball / softball) - Soccer?
 - Non residents
 - Event producers / tournament organizers

Van City Park



Van Downtown Park



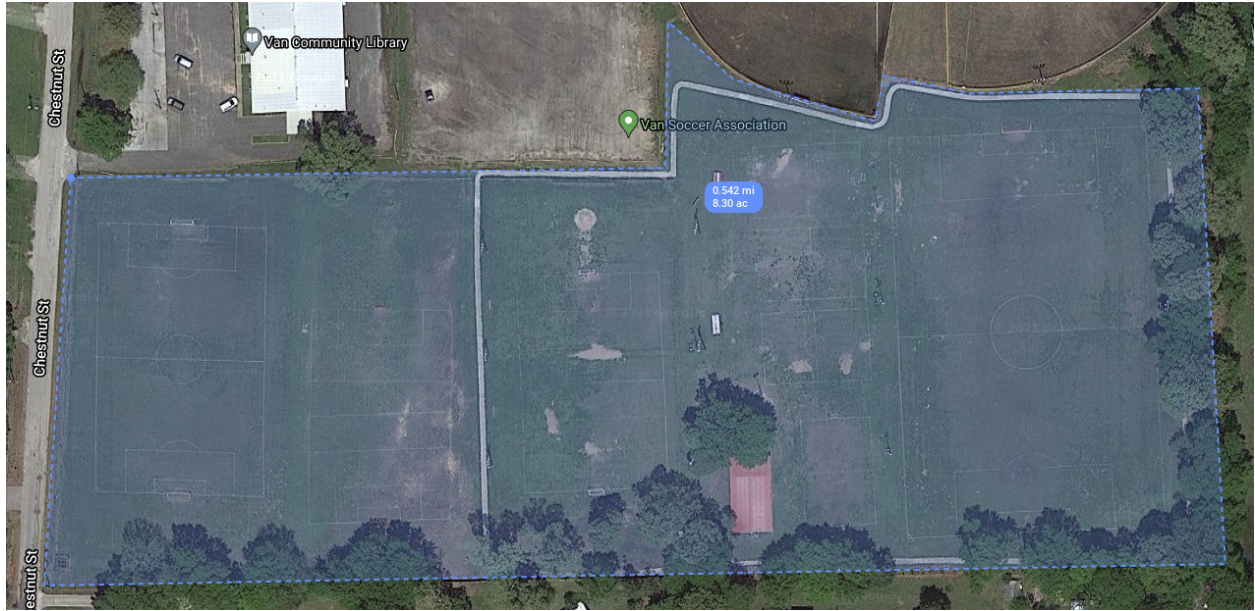
Van Baseball / Softball Complex



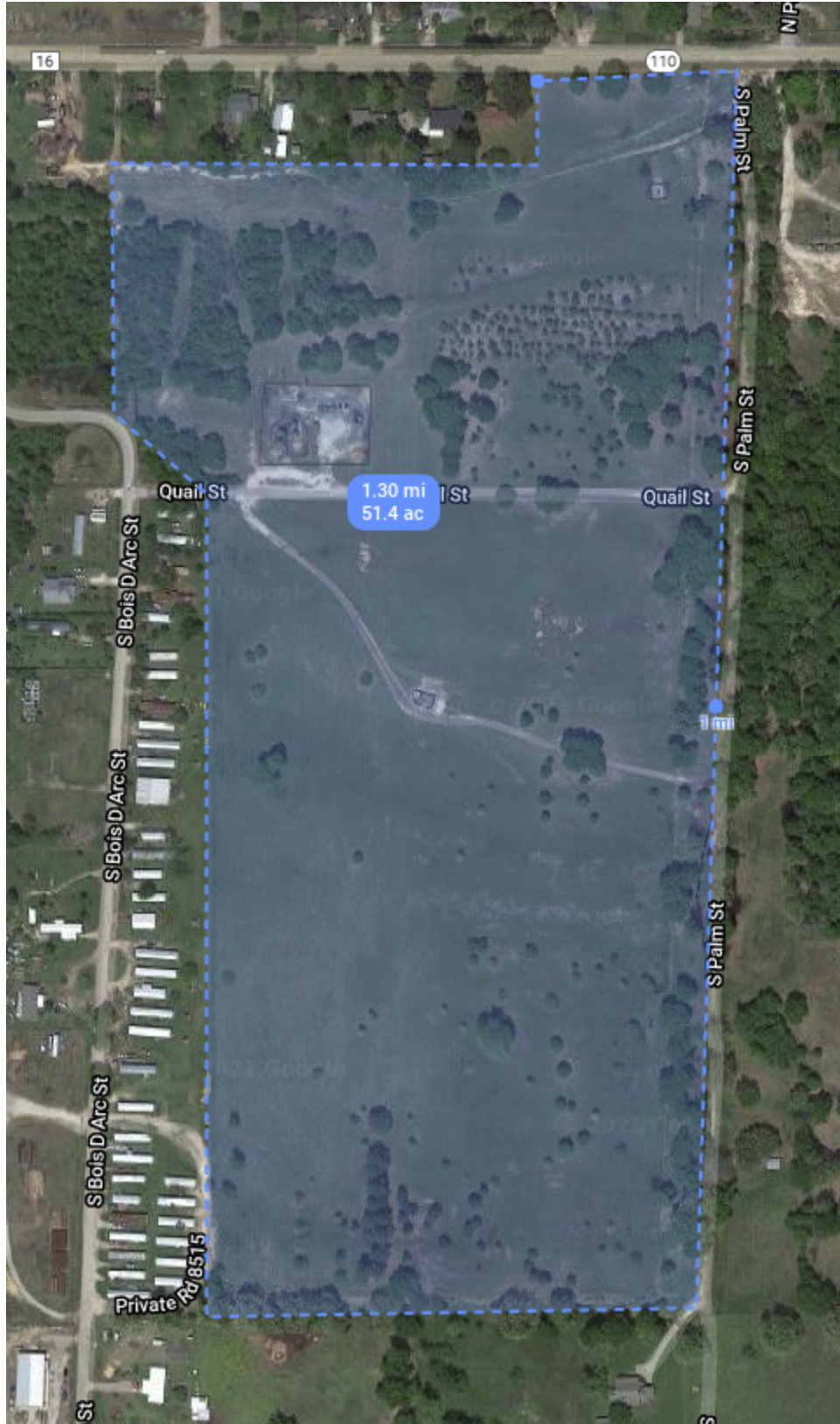
Van VSBA and Soccer Parking



Van Soccer Complex



McMillan Park





DATA SHEET
AGENDA ITEM NO. VI.L.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on the creation and hiring of a Parks / Events Director for the City of Van.

Background:

Financial Impact:

Recommendation:

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

CSA and Special Events Coordinator



Class: Exempt

Reports to: City Administrator

CITY OF CHANDLER

Revision Date: August 14, 2018

SALARY RANGE

Minimum - \$38,000; Midpoint - \$43,000; Maximum - \$48,000 annually

PURPOSE OF POSITION:

The purpose of this position is to oversee the activities and operations of the City's Recreational Programming, including all activities of the Chandler Sports Association (CSA) and city sponsored special events. This position provides direction to other employees and volunteers.

ESSENTIAL FUNCTIONS:

- A. Provide staff support to the Park and Recreation Board.
- B. Coordinate with CSA Advisory Groups on League issues.
- C. Coordinates all maintenance of baseball field infields and hires part time help as needed.
- D. Coordinates with Public Works Department on non-infield maintenance and special repair projects at parks.
- E. Plan, promote, develop, implement, supervise, and evaluate programming of CSA and CITY Special Events to include but not limited to the development of game schedules, brackets, umpires and tournaments.
- F. Coordinate the design and creation of necessary materials to market and promote CSA programs, City Special Events, and city tourism to ensure maximum media coverage and participation.
- G. Communicate with City Administrator and the Parks and Recreation Board, as needed, through email and meetings.
- H. Maintain CSA web page and all CSA social media including Facebook page.
- I. Develop budget for CSA programming and for City Special Events. Getting approval of all non-budgeted expenses through the City Administrator.
- J. Administer program registration, facility registration and cash handling as needed.
- K. Interact with public and staff on a daily basis; respond to inquiries, address complaints, grievances, and emergency issues; and assist patrons as needed.
- L. Hire and evaluate officials and volunteer coaches for sports programs.
- M. Coordinate and communicate with program participants and parents concerning program matters.
- N. Prepare reports to administration, Parks Board and Council regarding program participation and financials.
- O. Assist in the development and implementation of goals, objectives, policies and priorities for Recreational programming, CSA, and Special Events.
- P. Coordinate all game day athletic field preparations.
- Q. Provide verbal and written communication through print, radio, TV media, city website and social networks as it pertains to CSA programing and City Special Events.

- R. Serve as a liaison with community organizations and volunteers to improve and expand CSA programming and City Special Events.
- S. Ensure that quality client/customer standards are upheld at all times.
- T. Ensure the event venues are ready on time and budgets are met.
- U. Ensure the event locations fulfils all health and safety requirements.
- V. Maintain harmony among participants, citizens and staff and resolves grievances.
- W. Coordinate with the Concession Manager to hire part time concession stand workers.
- X. Coordinate with and oversee the Concession manager.
- Y. In coordination with the Concession Manager develop a budget for the concession.
- Z. Solicit and secure advertising for Winchester Park

MINIMUM QUALIFICATIONS:

Formal Education / Knowledge

Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with a two-year associate's degree, diploma or equivalent from a college, technical, business, or vocational school. Significant experience may substitute for formal education.

Experience

Over three years of relevant experience.

Certification and Other Requirements

Valid Texas Class C Driver's License

SUPPLEMENTAL INFORMATION:

Reading

Intermediate - Ability to read papers, periodicals, journals, manuals, dictionaries, thesauruses, and encyclopedias. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.

Math

Intermediate - Ability to deal with system of real numbers; practical application of fractions, percentages, ratios/proportions and measurement. Ordinarily, such education is obtained in college. However, it may be obtained from experience and self-study.

Writing

Intermediate - Ability to write reports, prepare business letters, expositions, and summaries with proper format, punctuation, spelling, and grammar, using all parts of speech. Ordinarily, such education is obtained in college. However, it may be obtained from experience and self-study.

Managerial

Receives administrative directions. The employee normally performs the duty assignment within broad parameters defined by general organizational requirements and accepted practices. Total end results determine effectiveness of job performance.

Budget Responsibility

Has responsibility for final approval of budgetary recommendations to City Administrator. Monitors progress towards fiscal objectives and adjusts plans as necessary to reach them.

Supervisory / Organizational Control

Work requires managing and monitoring work performance of a department including evaluating program/work objectives and effectiveness, establishing broad organizational goals and realigning work and staffing assignments for the department.

Complexity

Work is widely varied, involving analyzing and evaluating many complex and significant variables. city-wide policies, procedures, or precedents may be developed and/or recommended.

Interpersonal / Human Relations Skills

Recommendations regarding policy development and implementation are made and/or recommended. Evaluates customer satisfaction, develops cooperative associations, and utilizes resources to continuously improve customer satisfaction.

OVERALL PHYSICAL STRENGTH DEMANDS:

Heavy - Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.

This job description is not an employment agreement, contract agreement, or contract. Management has exclusive right to alter this job description at any time without notice.

City of Van Special Events Director

Class: Exempt

Reports to: City Administrator

SALARY RANGE

PROPOSED - \$50,000 Base Salary + Bonus

PURPOSE OF POSITION:

The purpose of this position is to oversee the activities and operations of the City's Recreational Programming, including all activities of the City of Van and city sponsored special events. This position provides direction to other employees and volunteers.

ESSENTIAL FUNCTIONS:

- A. Coordinate all Parks and Recreation staff and volunteers.
- B. Coordinate with City of Van advisory boards on League issues.
- C. Coordinates all maintenance of baseball field infields and hires part time help as needed.
- D. Coordinates with the Public Works Department on non-infield maintenance and special repair projects at parks.
- E. Plan, promote, develop, implement, supervise, and evaluate programming of the City of Van and CITY Special Events to include but not limited to the development of game schedules, brackets, umpires and tournaments.
- F. Coordinate the design and creation of necessary materials to market and promote the City of Van programs, City Special Events, and city tourism to ensure maximum media coverage and participation.
- G. Communicate with the City Administrator and the Parks and Recreation Board, as needed, through email and meetings.
- H. Maintain the City of Van online sports registration and special events software.
- I. Develop a budget for the City of Van programming and for City Special Events. Getting approval of all non-budgeted expenses through the City Administrator.
- J. Administer program registration, facility registration and cash handling as needed.
- K. Interact with the public and staff on a daily basis; respond to inquiries, address complaints, grievances, and emergency issues; and assist patrons as needed.
- L. Hire and evaluate officials and volunteer coaches for sports programs.
- M. Coordinate and communicate with program participants and parents concerning program matters.
- N. Prepare reports to administration, Parks Board and Council regarding program participation and financials.
- O. Assist in the development and implementation of goals, objectives, policies and priorities for Recreational programming, the City of Van, and Special Events.
- P. Coordinate all game day athletic field preparations.

- Q. Provide verbal and written communication through print, radio, TV media, city website and social networks as it pertains to the City of Van programming and City Special Events.
- R. Serve as a liaison with community organizations and volunteers to improve and expand the City of Van programming and City Special Events.
- S. Ensure that quality client/customer standards are upheld at all times.
- T. Ensure the event venues are ready on time and budgets are met.
- U. Ensure the event locations fulfil all health and safety requirements.
- V. Maintain harmony among participants, citizens and staff and resolve grievances.
- W. Coordinate with the Concession Manager to hire part time concession stand workers.
- X. Coordinate with and oversee the Concession manager.
- Y. In coordination with the Concession Manager, develop a budget for the concession.
- Z. Solicit and secure advertising for the Van sports complexes
- AA. Create and execute further special events and sporting tournaments to the greatest extent possible, as periodically reviewed by the City of Van City Council and the Parks and Rec Board.

MINIMUM QUALIFICATIONS:

Formal Education / Knowledge

Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with a two-year associate's degree, diploma or equivalent from a college, technical, business, or vocational school. Significant experience may substitute for formal education.

Experience

Over three years of relevant experience.

Certification and Other Requirements

Valid Texas Class C Driver's License

SUPPLEMENTAL INFORMATION:

Reading

Intermediate - Ability to read papers, periodicals, journals, manuals, dictionaries, thesauruses, and encyclopedias. Ordinarily, such education is obtained in high school up to college. However, it may be obtained from experience and self-study.

Math

Intermediate - Ability to deal with systems of real numbers; practical application of fractions, percentages, ratios/proportions and measurement. Ordinarily, such education is obtained in college. However, it may be obtained from experience and self-study.

Writing

Intermediate - Ability to write reports, prepare business letters, expositions, and summaries with

proper format, punctuation, spelling, and grammar, using all parts of speech. Ordinarily, such education is obtained in college. However, it may be obtained from experience and self-study.

Computer Skills

Proficiency in a Windows environment with an advanced knowledge of Excel, WORD and Outlook. Needs to be willing to learn and implement scheduling and registration software.

Managerial

Receives administrative directions. The employee normally performs the duty assignment within broad parameters defined by general organizational requirements and accepted practices. Total end results determine effectiveness of job performance.

Budget Responsibility

Has responsibility for final approval of budgetary recommendations to the City Administrator. Monitors progress towards fiscal objectives and adjusts plans as necessary to reach them.

Supervisory / Organizational Control

Work requires managing and monitoring work performance of a department including evaluating program/work objectives and effectiveness, establishing broad organizational goals and realigning work and staffing assignments for the department.

Complexity

Work is widely varied, involving analyzing and evaluating many complex and significant variables. city-wide policies, procedures, or precedents may be developed and/or recommended.

Interpersonal / Human Relations Skills

Recommendations regarding policy development and implementation are made and/or recommended. Evaluates customer satisfaction, develops cooperative associations, and utilizes resources to continuously improve customer satisfaction.

OVERALL PHYSICAL STRENGTH DEMANDS:

Heavy - Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.

***This job description is not an employment agreement, contract agreement, or contract.
Management has the exclusive right to alter this job description at any time without notice.***



DATA SHEET
AGENDA ITEM NO. VI.M.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on the appointment and compensation of a municipal judge for the City of Van

Background:

With Judge McMillan resigning from the City of Van Municipal Court, the City Council will need to decide on the appointment of a new Municipal Judge, along with hours and compensation for the position.

Financial Impact:

Recommendation:

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



DATA SHEET
AGENDA ITEM NO. VI.N.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on proposing tax rates and setting public hearing dates.

Background:

Financial Impact:

Recommendation:

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

2021 Planning Calendar

CITY OF VAN

Date: 08/04/2021 01:36 PM

Date	Activity
April-May	Mailing of notices of appraised value by chief appraiser.
April 30	The chief appraiser prepares and certifies to the tax assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
May 15	Deadline for submitting appraisal records to ARB.
July 20* (Aug. 30)	Deadline for ARB to approve appraisal records.
July 25*	Deadline for chief appraiser to certify rolls to taxing units.
August 16, 2021	Deadline to call for an election.
August 23, 2021	Deadline to adopt a tax rate above the voter-approval tax rate.
July 23, 2021	Certification of anticipated collection rate by collector.
August 2, 2021	Calculation of no-new-revenue and voter-approval tax rates.
	Publication of no new revenue and voter-approval tax rates on tax office and appraisal district websites; submission to governing body.
August 9 , 2021	72-hour notice for meeting (<i>Open Meetings Notice</i>).
August 12, 2021	Meeting of governing body to discuss tax rate; take record vote and schedule public hearing or meeting (as required).
	Notice of Public Hearing or Notice of Public Meeting is the first quarter-page notice in newspaper and on TV and website, if available, published at least seven days before public hearing/meeting.
	72-hour notice for public hearing (<i>Open Meetings Notice</i>)
	Public hearing.
	72-hour notice for meeting at which governing body will adopt tax rate if rate was not adopted at previous Public Hearing/Meeting (<i>Open Meetings Notice</i>)
	Meeting to adopt tax rate, if rate was not adopted at previous Public Hearing/Meeting . Meeting is within 7 days of Public Hearing/Meeting. Taxing unit must adopt tax rate by Sept. 29 or 60 days after receiving certified appraisal roll, whichever is later.

*Tax Code Section 81.06 directs that if a date falls on a weekend, the deadline is extended to the following regular business day

Notice About 2021 Tax Rates

Property Tax Rates in CITY OF VAN

This notice concerns the 2021 property tax rates for CITY OF VAN. This notice provides information about two tax rates used in adopting the current tax year's tax rate. The no-new-revenue tax rate would impose the same amount of taxes as last year if you compare properties taxed in both years. In most cases, the voter-approval tax rate is the highest tax rate a taxing unit can adopt without holding an election. In each case, these rates are calculated by dividing the total amount of taxes by the current taxable value with adjustments as required by state law. The rates are given per \$100 of property value.

This year's no-new-revenue tax rate:	\$0.5863982/\$100
This year's voter-approval tax rate:	\$0.6016084/\$100

To see the full calculations, please visit for a copy of the Tax Rate Calculation Worksheet.

Unencumbered Fund Balance

The following estimated balances will be left in the unit's accounts at the end of the fiscal year. These balances are not encumbered by a corresponding debt obligation.

Type of Fund	Balance
	0

Current Year Debt Service

The following amounts are for long-term debts that are secured by property taxes. These amounts will be paid from upcoming property tax revenues *(or additional sales tax revenues, if applicable)*.

Description of Debt	Principal or Contract Payment to be Paid from Property Taxes	Interest to be Paid from Property Taxes	Other Amounts to be Paid	Total Payment
Series 2017 CO	105,000	71,013	0	176,013
Total required for 2021 debt service				\$176,013
- Amount (if any) paid from funds listed in unencumbered funds				\$0
- Amount (if any) paid from other resources				\$0
- Excess collections last year				\$4,392
= Total to be paid from taxes in 2021				\$171,621
+ Amount added in anticipation that the unit will collect only 100.05% of its taxes in 2021				\$-86
= Total debt levy				\$171,535

This notice contains a summary of actual no-new-revenue and voter-approval calculations as certified by , on .

NOTICE OF PUBLIC HEARING ON TAX INCREASE

A tax rate of \$0.6000000 per \$100 valuation has been proposed by the governing body of CITY OF VAN.

PROPOSED TAX RATE	\$0.6000000 per \$100
NO-NEW-REVENUE TAX RATE	\$0.5863982 per \$100
VOTER-APPROVAL TAX RATE	\$0.6016084 per \$100

The no-new-revenue tax rate is the tax rate for the 2021 tax year that will raise the same amount of property tax revenue for CITY OF VAN from the same properties in both the 2020 tax year and the 2021 tax year.

The voter-approval rate is the highest tax rate that CITY OF VAN may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is greater than the no-new-revenue tax rate. This means that CITY OF VAN is proposing to increase property taxes for the 2021 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON AT AT .

The proposed tax rate is not greater than the voter-approval tax rate. As a result, CITY OF VAN is not required to hold an election at which voters may accept or reject the proposed tax rate. However, you may express your support for or opposition to the proposed tax rate by contacting the members of the of CITY OF VAN at their offices or by attending the public hearing mentioned above.

YOUR TAXES OWED UNDER ANY OF THE RATES MENTIONED ABOVE CAN BE CALCULATED
AS FOLLOWS:

$$\text{Property tax amount} = (\text{tax rate}) \times (\text{taxable value of your property}) / 100$$

FOR the proposal:

AGAINST the proposal:

PRESENT and not voting:

ABSENT:

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by CITY OF VAN last year to the taxes proposed to be imposed on the average residence homestead by CITY OF VAN this year.

	2020	2021	Change
Total tax rate (per \$100 of value)	\$0.6060000	\$0.6000000	decrease of \$-0.0060000, or -0.99%
Average homestead taxable value	\$96,270	\$104,010	increase of \$7,740, or 8.04%
Tax on average homestead	\$583.40	\$624.06	increase of \$40.66, or 6.97%
Total tax levy on all	\$747,508	\$767,117	increase of \$19,609, or

properties			2.62%
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For assistance with tax calculations, please contact the tax assessor for CITY OF VAN at or .

Notice of Adopted 2021 Tax Rate

CITY OF VAN ADOPTED A TAX RATE THAT WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.64 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$22.25.



DATA SHEET
AGENDA ITEM NO. VI.O.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion only concerning the Water and Wastewater Rates for the City of Van

Background:

This is a discussion item to see which way the city council would like to go with the water and wastewater rates.

Financial Impact:

Recommendation:

Appoint a committee to discuss and make a recommendation to the City Council.

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

ORDINANCE NO.
Establishing Rates for Water & Sewer Service
Furnished by the City of Van, Van Zandt County, Texas

That the Code of Ordinances, City of Van, Texas, is hereby amended by adding a section to be numbered, which said section reads as follows:

WHEREAS, the City of Van has adopted a water rate system ordinance to collect revenues for debt service, for current capital improvements, and for the operation; and maintenance of a publicly owned water works; and

WHEREAS, these revenues must be sufficient to cover all costs for operation and maintenance of said publicly owned water works, for current capital improvements to the publicly owned water works, and for payment of bonded indebtedness for the publicly owned water works; and

WHEREAS, the Water Rate System Ordinance contains various requirements for establishing water rates; and

WHEREAS, the Water Rate System Ordinance provides for annual determination of user charges for water service and sewer service;

WHEREAS, The City of Van must continue to operate their utilities rate system in a financially solvent manner.

NOW, THEREFORE LET IT BE ORDAINED by the City Council of the City of Van as follows:

SECTION – I DEFINITION OF USER –

Where the same water meter serves more than one residential, commercial, or industrial unit, each unit shall constitute a separate user, except in the case of wholesale.

SECTION – II PRESCRIBED CHARGES –

The following rates per month shall be the rates charged for water service furnished to customers/user within and outside the corporate limits of the City, to wit:

Water Meter and Tap fee charges inside the incorporated city limits:

- ¾” meter and tap \$ 1050.00
- 1” meter and tap \$ 1800.00
- All meters larger than 1” \$ 4550.00 + cost of materials
- Any taps requiring a bore will be charged the cost of bore

Sewer Tap fee charges inside the incorporated city limits:

- 4" sewer tap \$ 1050.00
- 6" sewer tap \$ 1600.00
- Any taps requiring a bore or require installation of a manhole will be charged the cost of bore and or manhole

Water Meter and Tap fee charges outside the incorporated city limits:

- ¾" meter and tap \$ 2600.00
- 1" meter and tap \$ 3800.00
- All meters larger than 1" \$ 6500.00 + cost of materials
- Any taps requiring a bore will be charged the cost of bore

Meter Reset Fee (per owner request for new construction or remodel)

- Within the incorporated city limits \$ 550.00
- Outside the incorporated city limits \$ 1200.00

Water Deposits (Required of all customers regardless if within or outside the city limits)

- All customers shall pay a \$ 150.00 deposit on each meter service, it shall be paid in advance of any connections or establishment of service, this includes irrigation meters, and shall not be paid out over time.
- The deposit will be refundable to the customer when the utility account is closed.
- If there is an outstanding balance on the account, the deposit will be applied toward any outstanding balance, with any remainder being refunded to the customer

Service Charges for the following:

- Transfer from one address to another \$ 30.00
- Returned check fee \$ 30.00
- A City of Van utility customer may request a temporary shutoff or turn on of service for a maximum of 3 working days and maximum usage of 10,000 gallons of water for cleaning, plumbing inspections, and other similar activities for a maximum of three (3) business days. The cost for this service shall be \$ 30.00.

Meter Testing Fee:

If a utility customer believes his or her meter is not registering correctly, the customer has the right to make a request to the City Administrator and or the Utility Superintendent that he or she request that their meter be tested. If the testing of the meter shows that the meter is registering flow of two percent (2%) or more than registering on the meter, the city will replace the meter at no cost to the customer. If the meter is registering flow of two percent (2%) or less than actual flow, the customer will be charged \$ 85.00.

Administrative fee for reconnection:

- The disconnection or scheduling of disconnection will result in the charge \$ 45.00 regardless if the service was disconnected or not.

Residential rates:

Residential Water Rates

Inside the city limits

- \$20.00 minimum monthly charge for the first 2,000 gallons of water per month
- \$3.00 per thousand for 2,001 gallons to 10,000 gallons of water
- \$3.75 per thousand for 10,001 gallons to 20,000 gallons of water
- \$4.60 per thousand for 20,001 gallons to 30,000 gallons of water
- \$5.50 per thousand for 30,001 gallons and over, no maximum

Outside the city limits

- \$40.00 minimum monthly charge for the first 2,000 gallons of water per month
- \$4.00 per thousand for 2,001 gallons to 10,000 gallons of water
- \$5.50 per thousand for 10,001 gallons to 20,000 gallons of water
- \$7.10 per thousand for 20,001 gallons to 30,000 gallons of water
- \$8.75 per thousand for 30,001 gallons and over, no maximum

Residential Sewer Rates

Inside the city limits

- \$20.00 minimum monthly charge for the first 2,000 gallons per month
- \$1.00 per thousand for 2,001 gallons to 10,000 gallons of water
- \$1.25 per thousand for 10,001 gallons and over
- \$100.00 maximum

Outside the city limits

- \$40.00 minimum monthly charge for the first 2,000 gallons per month
- \$3.25 per thousand for 2,001 gallons to 10,000 gallons of water
- \$3.50 per thousand for 10,001 gallons and over, no maximum

Commercial rates:

Commercial Water Rates

Inside the city limits

- \$30.00 minimum monthly charge for the first 2,000 gallons of water per month
- \$3.50 per thousand for 2,001 gallons to 10,000 gallons of water
- \$4.00 per thousand for 10,001 gallons to 20,000 gallons of water
- \$4.85 per thousand for 20,001 gallons to 30,000 gallons of water
- \$5.35 per thousand for 30,001 gallons and over, no maximum

Outside the city limits

- \$55.00 minimum monthly charge for the first 2,000 gallons of water per month
- \$6.00 per thousand for 2,001 gallons to 10,000 gallons of water
- \$6.50 per thousand for 10,001 gallons to 20,000 gallons of water
- \$8.35 per thousand for 20,001 gallons to 30,000 gallons of water
- \$9.85 per thousand for 30,001 gallons and over, no maximum

Commercial Sewer Rates

Inside the city limits

- \$30.00 minimum monthly charge for the first 2,000 gallons per month
- \$1.75 per thousand for 2,001 gallons to 10,000 gallons
- \$2.00 per thousand for 10,001 gallons to 20,000 gallons of
- \$2.35 per thousand for 20,001 gallons to 30,000 gallons of
- \$2.60 per thousand for 30,001 gallons and over, no maximum

Outside the city limits

- \$55.00 minimum monthly charge for the first 2,000 gallons per month
- \$5.25 per thousand for 2,001 gallons to 10,000 gallons
- \$5.75 per thousand for 10,001 gallons to 20,000 gallons of
- \$6.60 per thousand for 20,001 gallons to 30,000 gallons of
- \$7.10 per thousand for 30,001 gallons and over, no maximum

Fire Hydrant Meter

- \$20.00 per thousand

SECTION – III DISCONNECTION OF SERVICE

The city may disconnect service to any customer for any of the following reasons:

- Written request of the customer
- Failure to pay all water and sewer charges within 14 Calendar days after the first date of the month. After the fourteenth (14th) of the month there shall be a late charge penalty of ten dollars (\$10) for balances lower than one hundred dollars (\$100) and 10% added to balances above \$100.00 added to the amount due.
- Existence of a known dangerous condition resulting from water service to that customer.
- Service established through meter bypassing, unauthorized connection, or unauthorized reconnection. Anyone reconnecting their own or some other meter service or removing locks placed by the City is subject to criminal violation under Texas Penal Code Section 28.03 & Section 31.01 and may be subject to criminal prosecution. Any tampering will result in meter removal and a fee of \$ 350.00 paid by property owner before meter is reset.
- Any reasons listed in the Sewer Use Ordinance.
- Damage to City property-curb stop valve will result in valve replacement and man hours. A total of \$150.00 must be paid by the customer before service will be turned back on.

Disconnection due to failure to pay monthly bill:

On or by the 15th day of each month, the City may send a courtesy disconnect notice on each account that is past due. However, the City shall not be obligated to send a courtesy disconnect notice on a delinquent account and the failure of the City to send a courtesy disconnect notice or failure of a customer to receive a courtesy disconnect notice shall not alter the City's right to disconnect service for nonpayment as provided herein.

The city will give ten (10) calendar days prior to disconnection, if payment is not received by the city on or before the twenty fifth (25th) day of the month, then at 8 am on the twenty sixth (26th) all water and sewer service will be scheduled for disconnection and the services be disconnected. All accounts scheduled for disconnection will be assessed an administrative fee of \$45.00 regardless if service was disconnected or not.

City personnel will be available to collect payments for delinquent accounts and to make reconnections during normal business hours and to.

8am – 6pm Monday – Thursday

8am – 12pm Friday

No reconnection of services will be scheduled or performed on weekends or holidays for accounts that have disconnected for non-payment.

SECTION IV – ADJUSTMENT POLICY

After proper notification of a leak by the customer to the City of Van Water Utility Clerk, a plumber's invoice or receipt for repairs and /or parts shall be provided within 10 days after the leak for an adjustment to be made of a previous (6) six-month average.

With proper documentation being presented, the City of Van Water Utility Clerk shall provide a (1) one-time adjustment per calendar year to the customers' sewer charges only. There will be a base charge amount of a minimum 2000 gallons, not to exceed 30,000-gallon usage adjustment to the sewer charges.

With notification and proper documentation, sewer charges may be waived for customers filling swimming pools. This waiver shall be granted a (1) one-time adjustment per twelve (12) month period.

SECTION V – REPEAL OF PRIOR ORDINANCES IN CONFLICT

All prior ordinances or parts of ordinances that conflict with this ordinance are hereby repealed to the extent of the conflict.

SECTION VI - SEVERABILITY

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

SECTION VII - EFFECTIVE DATE

The City Council has determined that this Ordinance constitutes an emergency and all Laws and Ordinances requiring a reading at more than one meeting of this Council are hereby waived and this Ordinance shall be it. Full force and in effect with the September billing after its passage, approval, recording and publication.

PASSED and APPROVED by the City Council of the City of Van, Texas this _____ day of _____, 2017

Don Smith, Mayor

Sereca Huff-Huggins, City Secretary

Jay Mills, City Attorney



DATA SHEET
AGENDA ITEM NO. VI.P.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion only concerning the current fee schedule for the City of Van (permits, etc....)

Background:

The current fee schedule needs to be reviewed.

Financial Impact:

Recommendation:

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



Building Permits

New Commercial and Industrial	\$0.20 per sq. ft., Minimal \$100.00
New Residential Construction	\$0.15 per sq. ft., Minimal \$100.00
Residential Remodel	\$25.00 + \$5.00 per \$1000.00 valuation (based on estimated job cost)
Commercial Remodel	\$75.00 + \$5.00 per \$1000.00 valuation (based on estimated job cost)
House Moving through City limits	\$100.00 plus police cost
Demolition	\$100.00
Storage Shed (built off-site, delivered on skid)	\$50.00
Fire Alarm	\$250.00
Fire Sprinkler	\$0.15 sq. ft., Minimal \$35.00
Plan Review	\$250.00

Electrical, Plumbing, and Mechanical Permit Fees

New Single Family Residential Construction	\$0.04 per sq. ft., Minimum \$50
New Commercial and Industrial Construction	\$0.06 per sq. ft., Minimum \$50
Residential Remodel	\$25 + \$5 per \$1000 valuation (based on estimated job cost)
Commercial Remodel	\$75 + \$5 per \$1000 valuation (based on estimated job cost)

Other Permits

Fire Suppression Hood System	\$75.00
Flow Testing Fire Hydrant	\$75.00
Swimming Pools In-Ground	\$100.00
Swimming Pools Above-Ground	\$25.00 in excess of 30 sq. ft.
Lawn Sprinkler Meter or Sprinkler Systems	\$50.00
Parking Lots	\$5.00 per 1000 sq. ft., Minimum \$50
Fences	\$15.00
Driveway Permit	\$25.00
Grading Permit	\$25.00
Garage/Estate Sale	\$5.00
Flood Plain Development Permit	\$50.00
Cell Towers, Masts or Poles over 36 ft.	\$250.00
Mobile or Manufactured Home Permit in Park	\$250.00 + utility permits
Carnival or Fairs	\$45.00
Pyrotechnics Display	\$100.00
Contractor's Registration Fee	\$50.00
Special Use Permits any service not permitted	\$100.00



Sign Permits

Wall or Pole Sign < 15 sq. ft., 3X5	\$25.00
Wall or Pole Sign < 16 to 49 sq. ft.,	\$75.00
Wall or Pole Sign < 50 to 74 sq. ft.,	\$100.00
Wall or Pole Sign 75 sq. ft., >	\$150.00
Billboards, Single Faced	\$250.00
Billboards, Double Face	\$500.00
Temporary Banners	\$25.00
Illuminated Sign Fee	\$250.00

Certificate of Occupancy Fees

Residential Certificate of Occupancy	\$15.00
Commercial Certificate of Occupancy	\$25.00

Miscellaneous Fees

Application of Annexation	\$150.00	The Application of Annexation identifies the lot or tract of land, ownership and starts the process to enable a lot or a tract of land to be annexed in to the City limits. (See annex application for time line and process.)
Application of Zoning Change	\$150.00	Non-Refundable
Application of Specific Use Permit	\$150.00	To allow certain uses within base Zoning districts that, under most circumstances, would not be compatible with other permitted uses but with certain conditions and development restrictions may be compatible.
Application of Variance	\$100.00	
Amended Plat	\$100.00	A revised plat correcting errors or making minor changes to the original final plat.
Plat	\$250.00	For a new subdivision or large scale development.
Re-Plat	\$150.00	The re-subdividing of any part or all of a block or blocks of a previously platted subdivision, additional lot.
Minor Plat	\$100.00	A subdivision resulting in for or fewer lots, provided that the plat is for conveyance purposes only (i.e., sale of the property with no developments/construction proposed), that the plat does not create any new easements for public facilities, or the construction/development of said subdivision will not require that construction of any new street (or portion thereof) or the extension of any municipal facilities to serve any lot within the subdivision. Any property to be subdivided using a minor plat shall already be served by all required City utilities and services or in the ETJ of the City of Van with all City utilities and services.
Return Check Fee	\$30.00	



Production of Public Records

\$6.00	Police Incident/Accident Report
\$15.00	Fingerprint Cards (Police Department)
\$75.00	Annual Emergency Alarm (Police Department)
\$20.00 per alarm	Alarm charge after the first (3) false alarms per calendar year (Police Department)
\$0.10 per page	Standard paper copy. Each side with recorded information is considered a page.
\$0.50 per page	Oversize paper copy. (e.g. 11"X7", greenbar, bluebar, not including maps & photographs)
Actual Cost	Specialty Paper (e.g. Mylar, blueprint, blue-line, map and photographic)
Non-Standard Copy	
\$1.00	Diskette, Rewritable CD (CD-RW), Non-rewritable CD (CD-R), Audio Cassette
Actual Cost	Magnetic Tape, Data Cartridge, Tape Cartridge, JAZ Drive, Other Electronic Media
\$2.50	VHS Video Cassette
\$3.00	Digital Video Disc (DVD)
\$15.00 per hour	Labor charge for locating, compiling, manipulating data, and reproducing public information for requests involving more than 50 pages and/or requiring retrieval from off-site storage, and/or redacting confidential information pursuant to a mandatory exception of the act which also qualifies for the labor charge pursuant to Texas Government Code, 552.261 (a)(1) or (2)
\$28.50 per hour	Large charge for programming if a request requires the services of a programmer in order to execute an existing program or to create a new program so that requested information may be accessed and copied. If the City does not have in-house programming capabilities, it shall comply with requests in accordance with §552.261 (b) of the Texas Government Code,
20% of labor charge	Overhead charges may be included for requests over 50 pages or if the production qualifies pursuant to Texas Government Code, §552.261(a)(1) or (2)
Actual Cost	Postage, shipping and supplies such as labels, boxes, etc.

Animal Shelter Fees

Impoundment Fee – unrestrained dog or cat without vaccination tag or license attached:

1 st and 2 nd offenses	\$25.00
3 rd and subsequent offense	\$50.00
Impoundment Fee-unrestrained dog or cat displaying evidence of vaccination or registration	
1 st and 2 nd offenses	\$20.00
3 rd and subsequent offense	\$40.00
Impoundment Fee - Livestock	
1 st and 2 nd offenses	\$35.00
3 rd and subsequent offense	\$70.00
Daily Boarding Fee – Dog or Cat	\$10.00
10-day Quarantine Boarding fee – or cat	\$75.00
Adoption fee – dog or cat	\$25.00 plus cost of spay and neutering
Fee to bring an animal to the animal shelter from inside city limits	\$20.00
Fee to dispose of dead animals	\$20.00



DATA SHEET
AGENDA ITEM NO. VI.Q.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Discussion concerning the City Council meeting held August 3, 2021 at McMillan Park

Background:

It was requested that this item be placed on the agenda for discussion.

Financial Impact:

Recommendation:

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



DATA SHEET
AGENDA ITEM NO. VI.R.

Meeting Date: August 12, 2021

Department:

Administration

Agenda Item:

Budget Workshop

Background:

Financial Impact:

Recommendation:

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

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	35	12	34%	14	40%	9	25.71%	8	5	122.87	9.4	0	6	24	5
AUGUST															
SEPTEMBER															
YEAR TO DATE	248	83	33%	100	40%	65	26%	41	17	660.64	74.63	27	65	136	49

NOTES



FROM THE OFFICE OF THE FIRE MARSHAL

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

DATE: July 22, 2021

RE: July reports

- Note the new format of the reports this month. Until now I have been providing a report based on my daily activity log until I was confident in the FirePrograms system. The FirePrograms system is a Records Management System used by the Fire Department to track incident responses and personnel data. It is a cloud based system that is already budgeted within the FD budget and has been in use for at least a decade. Included within that software is a module for inspections/permits.

Using this RMS for documentation produces a more professional output when providing local citizens and businesses with inspections and reports and is more credible in legal proceedings. It stores not only notes, but also photos, videos, and other pertinent property information at no added cost to the City. I will discontinue the double entry on a daily log and the RMS, it's just not an efficient use of time.

- A separate attachment gives a simplified timeline of the formation of an ESD. I included it because this topic usually comes up when budget talks happen each year. See the estimated revenues of the four existing ESDs within VZCO.

Entity	Tax Rate (.10 Max by Law)	Value	Revenue
ESD #1 (Mabank FD, SW corner of VZ County)	0.04	\$ 140,224,000	\$ 56,090
ESD #2 (Grand Saline, includes City)	0.068	\$ 367,889,000	\$ 250,165
ESD #3 (largest in County, central VZCO excludes City of Canton)	0.077	\$ 572,190,000	\$ 440,586
ESD #4 (Wills Point, includes City)	0.0913	\$ 594,011,000	\$ 542,332

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



Violation Frequency Report

<u>Violation Code</u>	<u>Description</u>	<u>Times Cited</u>
City 12-134	Accumulations of down timber, trash prohibited	2
City 12-135	Growth limitations	15
City 12-342	Prohibited Outside Storage	2
City 12-96	Junk motor vehicle violation	28
City 20-2	RV prohibited as residence within City limits	2
CITY 32-252	PARKING PROHIBITED IN SPECIFIED PLACES	1
City 6-109	Unoccupied, unsecured, substandard, open building	1
City 6-179	Barbed Wire or Electric Fence Prohibited	1
City 6-204	Fencing required around pool	1
IFC 1003.3	Egress route must be clear	1
IFC 603.6	FAILURE OF CHIMNEY OR FLUE	1
IFC 605.3	Electrical panel access obstructed	1
IFC 906.6	Obstructed fire extinguishers	1
IMPC 302.4	HIGH GRASS/WEEDS Prohibited	8
IPMC 506.1	Open sewer system	2
NONE	No violation found after investigation	6
Texas 382.018	Illegal outdoor burning (materials)	2

Total Violation Codes: 17

Total Times Cited: 75

Report Filter Settings

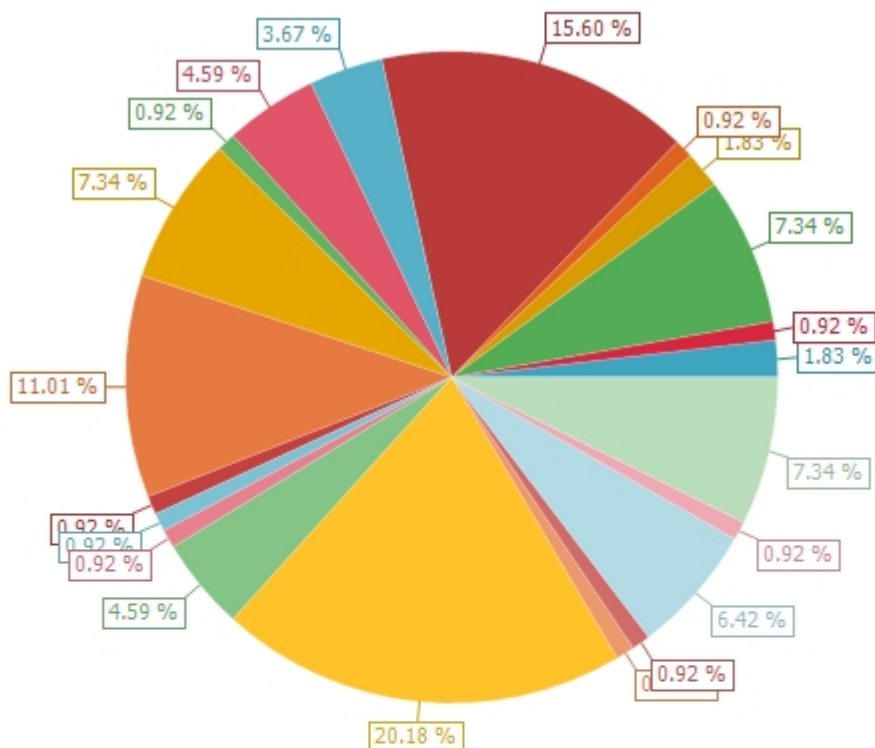
Report Name: Violation Frequency Report

Filter Name: YTD

Filter Expression: ([ActualInspectionDate] is between '1/1/2021 00:00' and '7/21/2021 23:59') And ([PropertyInspectionCodeID] NotEqual 'FILE UPDATE - UPDATE FILE INFORMATION')



Inspection Records By Inspection Type



ANNUAL GRASS WARNING : 1.83%	BUSINESS INSPECTION : 0.92%
CITIZEN COMPLAINT : 7.34%	CITIZEN COMPLAINT - ILLEGAL BURNING : 1.83%
CODE ENFORCEMENT - FIRE : 0.92%	CODE ENFORCEMENT - NOTICE OF VIOLATION : 15.60%
CODE ENFORCEMENT - PUBLIC EDUCATION : 3.67%	CODE ENFORCEMENT - REMOVAL NOTICE : 4.59%
CODE ENFORCEMENT-CITATION : 0.92%	CODE ENFORCEMENT-MAILED NOTICE : 7.34%
CODE ENFORCEMENT-VERBAL WARNING : 11.01%	CODE ENFORCEMENT-WRITTEN WARNING : 0.92%
FIRE CODE OBSERVATION ONLY : 0.92%	FIRE RESPONSE : 0.92%
FOLLOW UP-REMAINS OOC : 4.59%	FOLLOW UP-VIOLATION CLEARED : 20.18%
HAZMAT RESPONSE : 0.92%	LICENSED BUSINESS INSPECTION : 0.92%
ORDINANCE - INVESTIGATE : 6.42%	ORDINANCE - VISUAL ONLY : 0.92%
PROPERTY PHOTOS : 7.34%	

Report Filter Settings

Report Name: Inspection Records By Inspection Type - Chart

Filter Name: YTD

Filter Expression: ([ActualInspectionDate] is between '1/1/2021 00:00' and '7/21/2021 23:59') And ([InspectionTypeID] NotEqual 'FILE ENTRY') And ([InspectionTypeID] NotEqual 'LAST NOTED MOW DATE') And ([InspectionTypeID] NotEqual 'RANGE HOOD')

Emergency Services District Timeline

The following timeline assumes activity begins immediately and results in proposed ESD appearing on Spring voting ballot. A delay to the November ballot pushes timelines an additional year away.

1. District is defined by survey.
 - a. Areas already defined: Smith County line, border with Grand Saline ESD, Border with South Van Zandt ESD, border with Edom VFD. Still remain to define area bordering Midway and Ben Wheeler VFDs
 - b. Decision on if properties within the City limits of Van will be included or excluded in the district.
2. Petition among district residents, 100 signatures needed. Petition presented to the County Commissioners and request for ESD to be placed on next ballot.
3. Community presentations and awareness among the proposed district residents. Information on proposed tax rate and consequences of the ballot measure failing.
4. Assume ESD proposal passes in Spring of 2022 by popular vote. ESD will begin to tax property on the 2022-2023 tax year.
5. County Commissioners appoint a five member board to govern the Emergency Services District. All board members must live within the District and cannot have a conflict of interest (no firefighters, no city officials)
6. Newly formed ESD board meets and secures office/meeting space, clerical staff, legal representation, insurance. ESD Board decides if it wants to form it's own responding agency or enter into a contract with a local City/VFD to provide fire protection to the District (See OPTIONS on following pages)
7. Properties are taxed during the 2022-2023 taxing year
8. In October of 2023, taxes due, first opportunity for income for the ESD. Anticipated disbursement to the contracted agencies January 2024.

For FY 2023-2024

OPTION A (Properties within the City are excluded from the ESD and tax, contract in place)

1. ESD board will set a budget and make a proposal to the City of Van for use of equipment and apparatus to continue to provide service to the area of the ESD. Payments may be agreed to be made monthly, quarterly, annually.
2. City will agree to allow the City of Van FD to continue to run calls in the ESD area

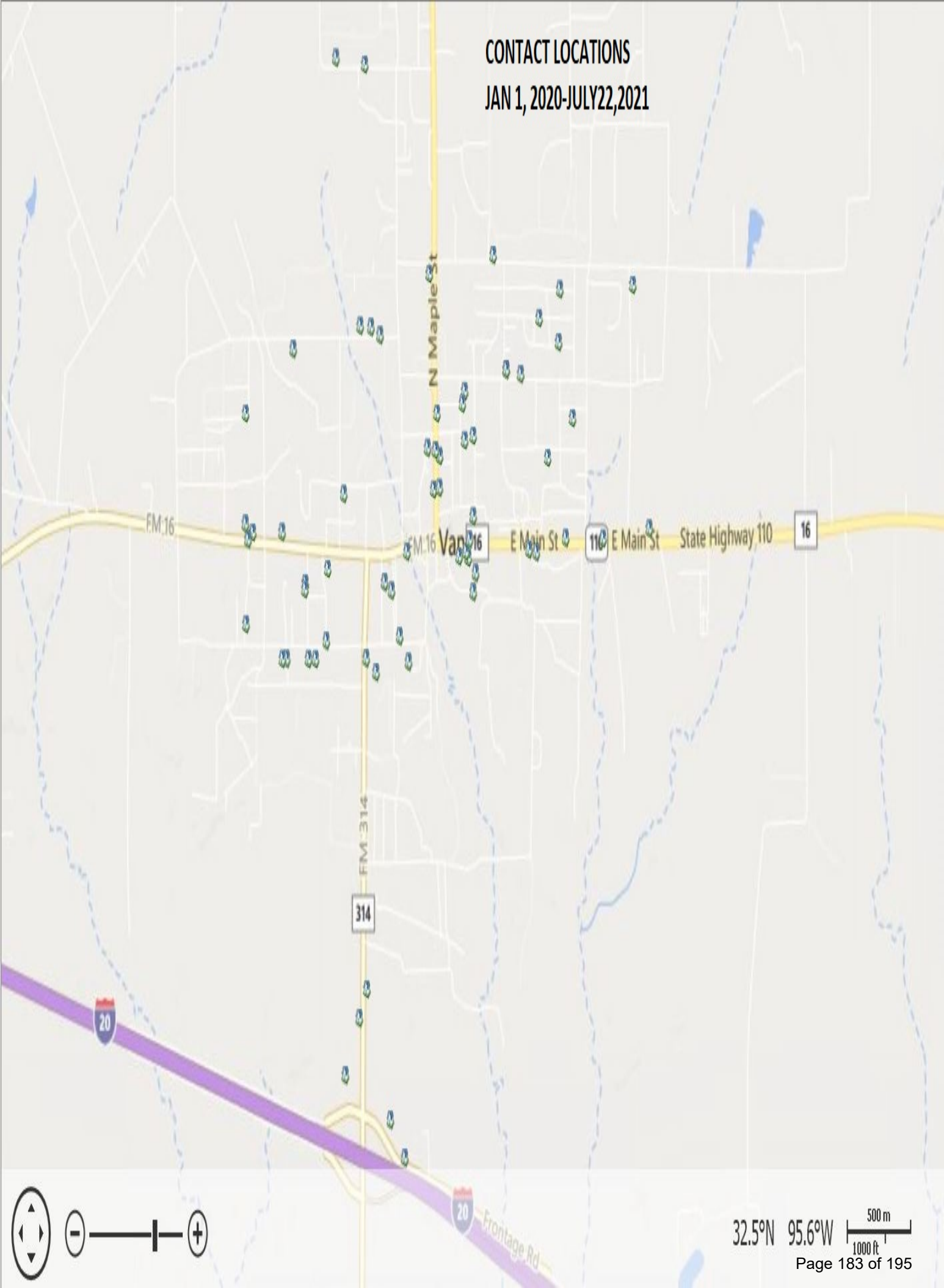
OPTION B (Properties within the City are included in the ESD and tax)

1. ESD board will set a budget and make a proposal to the City of Van for use of equipment and apparatus to provide service to the area of the ESD and within town. Payments may be agreed monthly, quarterly, annually.
2. City removes itself from the operation and management of fire protection with the exception of leasing/transferring existing apparatus and equipment.

OPTION C (Properties within the City are excluded from the ESD and tax, no contract)

1. ESD board will set a budget and make a proposal to the City of Van for use of equipment and apparatus to provide service to the area of the ESD and within town. Payments may be agreed monthly, quarterly, annually.
2. Contract terms are not agreed to and the City does not allow the City FD to run the area, City FD remains in place to provide fire services to the City. Apparatus retired through attrition or sale until a smaller balanced scale of equipment is reached.
3. ESD board provides fire protection to the District through other means, either creating an new Department or contracting another agency.

CONTACT LOCATIONS
JAN 1, 2020-JULY 22, 2021



Van Community Library Report

July 2021

Monthly Stats:

- A. Adults – 100
- B. Children – 61
- C. Items Checkout – 108
- D. DVD Checkout- 0
- E. Library Cards issued – 13
- F. Computer Patrons – 16
- G. Computer Hours – 4.28
- H. Personal Laptops - 11
- I. Program Attendance - 317

Needs:

- A. Library board is looking to add a new board member.
- B. Volunteers to read at our Story Time on Wednesday at 10 am starting the month of September.

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 July, we held our Summer Reading Program with an amazing turn out of families!! We have had more patrons coming in to check out books that are back on our shelves, they are very excited to see us back up and running! We are still waiting on more shelves for our children section but are very excited to see the finished area! We have started putting new material out for our patrons to check out.

Future Program Ideas:

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

CITY COUNCIL REPORT

Van Police Summary Report July 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 Police Department Reserve Officers {Shadbolt, Duke, and Stofle} logged a total of 98 hours volunteering to serve the citizens of Van during July 2021.

Sgt. Melissa Davis was instrumental in the recovery of over \$2,000.00 in stolen property from Burglaries and Theft cases in the City of Van during this month. She worked in concert with VZ County Pct. 4 Constable Office to identify the suspect and obtain warrants of arrest for the individual.

Animal Calls: 14

Dogs –	10	(0 dogs) to shelter
Cats -	2	(1 cat) to shelter)
Livestock -	0	
Wildlife-	2	

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.

CITY OF VAN POLICE DEPARTMENT
2021 MONTHLY ACTIVITIES SUMMARY

YEAR TO DATE	OFFICER	CHIEF BROWN	SGT. DAVIS	BOWLES	CARLSON	DORING	GEDDIE	HEMPHILL	MCKEE	RODRIGUEZ	SMITH
	UNIT	106	750	204	201	203	107	108	202	205	202
	ANIMAL	4	2	1	6	8	3	3	15	2	15
	BLDG CHECK	84	0	35	30	545	2270	26	17	103	6
	CRASH	0	3	2	0	5	1	6	10	3	3
	INCIDENT	16	52	11	24	12	4	44	55	11	80
	OFFENSE	10	32	28	29	14	6	50	29	2	38
	CFS	30	27	92	182	209	189	237	173	169	151
	WARNING	37	1	91	195	60	14	353	58	127	197
	CITATION	89	1	107	124	34	0	160	44	85	592
	ARREST	1	6	21	19	7	1	49	11	0	28
	NARCOTICS RELATED	0	2	6	2	0	0	2	1	0	0
	DRUG PARAPHERNALIA	0	1	15	9	0	0	22	3	0	8
	MILEAGE	8538	3831	10349	6790	6576	6394	6131	8907	6163	0

JULY	OFFICER	CHIEF BROWN	SGT. DAVIS	BOWLES	CARLSON	DORING	GEDDIE	HEMPHILL	MCKEE	RODRIGUEZ	SMITH
	UNIT	106	750	204	201	203	107	108	202	205	202
	ANIMAL	0	1	1	0	0	1	1	4	0	0
	BLDG CHECK	3	0	2	2	93	408	2	11	7	0
	CRASH	0	2	1	0	0	0	0	2	1	0
	INCIDENT	1	3	3	4	2	1	12	4	2	10
	OFFENSE	0	4	7	7	0	1	6	3	0	5
	CFS	5	9	23	32	25	38	46	29	29	28
	WARNING	9	0	21	20	19	2	57	3	24	44
	CITATION	7	0	28	13	3	0	21	2	19	111
	ARREST	0	0	3	0	0	0	6	1	0	3
	NARCOTICS RELATED	0	0	0	0	0	0	1	0	0	0
	DRUG PARAPHANALIA	0	0	3	0	0	0	1	0	0	1
	MILEAGE	1077	611	3240	616	1288	1132	800	1723	1110	0

Deployment Summary

Randy Bowles and K9 Rudy, Van Police Department
July 1, 2021 to July 31, 2021

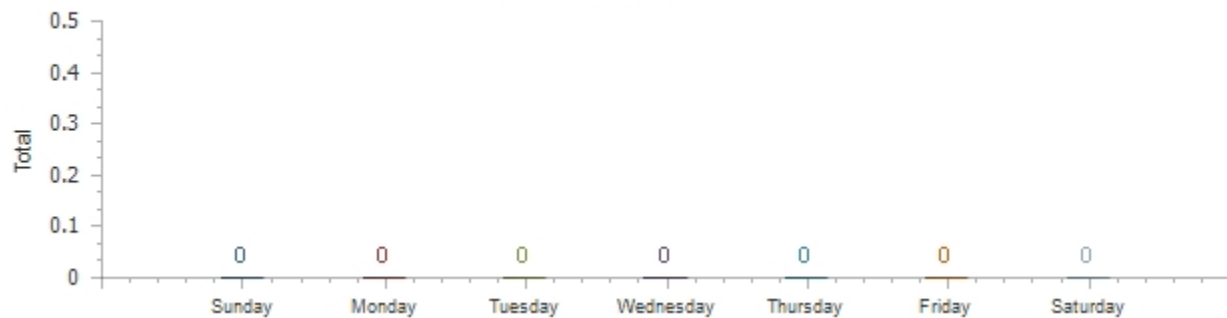
Overview

Total Deployments: 0

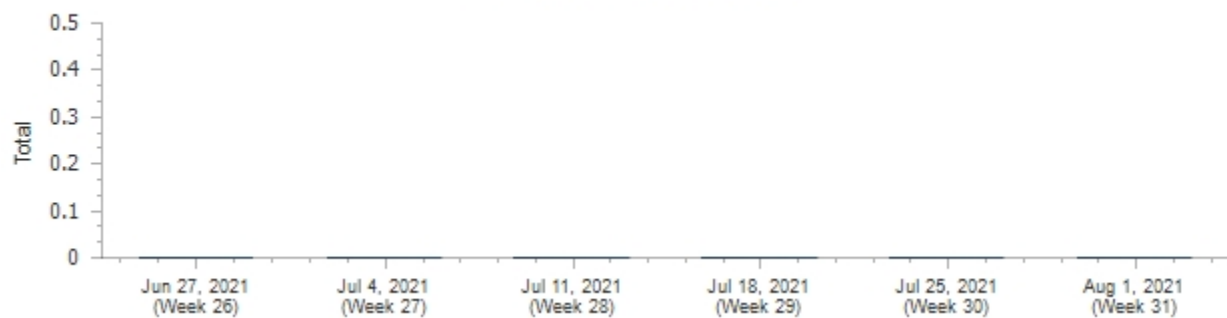
Detection Deployments: 0

Patrol Deployments: 0

Deployments By Day Of Week



Deployments By Week



Deployments By Month



Training Summary

Randy Bowles and K9 Rudy, Van Police Department
July 1, 2021 to July 31, 2021

Overview

Events Attended: 4

Detection Exercises: 3

Classes Attended: 0

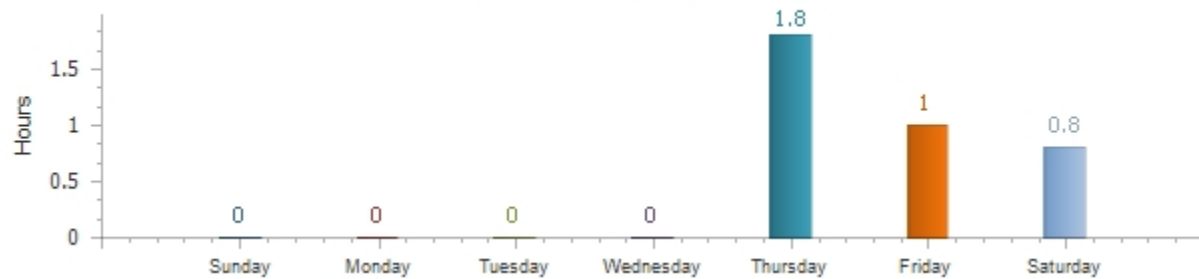
Total Training Time: 3.5 hours

Patrol Exercises: 1

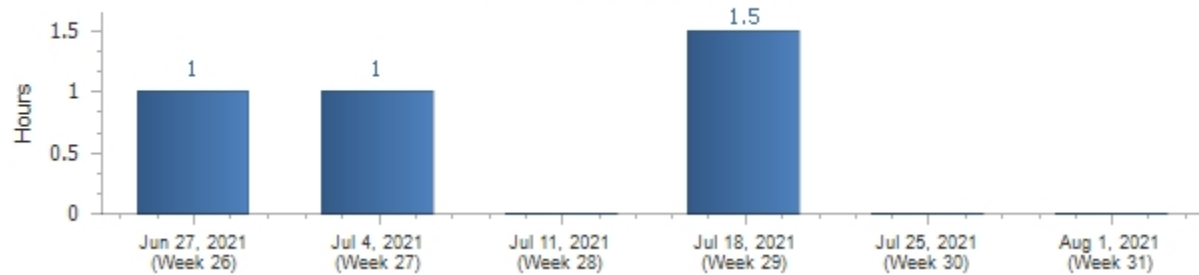
Total Class Duration: 0.0 hours

Avg. Event Time: 0.9 hours

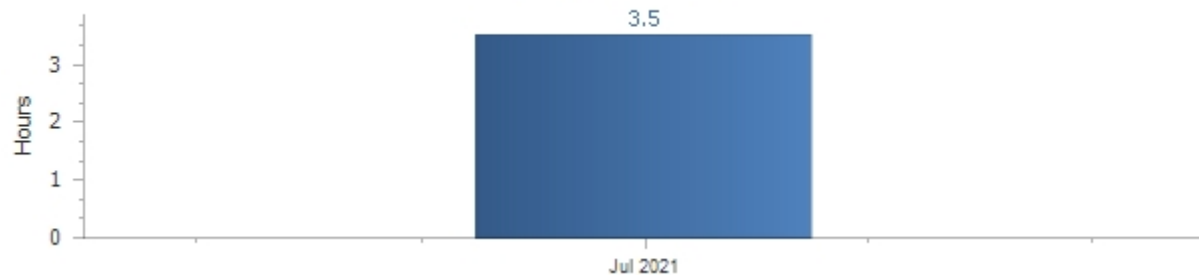
Training By Day Of Week



Training By Week



Training By Month



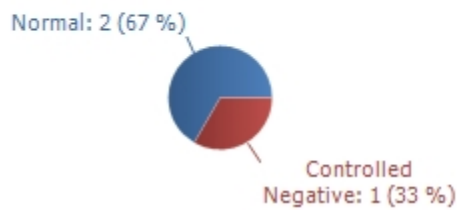
Training Summary

Randy Bowles and K9 Rudy, Van Police Department
July 1, 2021 to July 31, 2021

Patrol Exercise Types



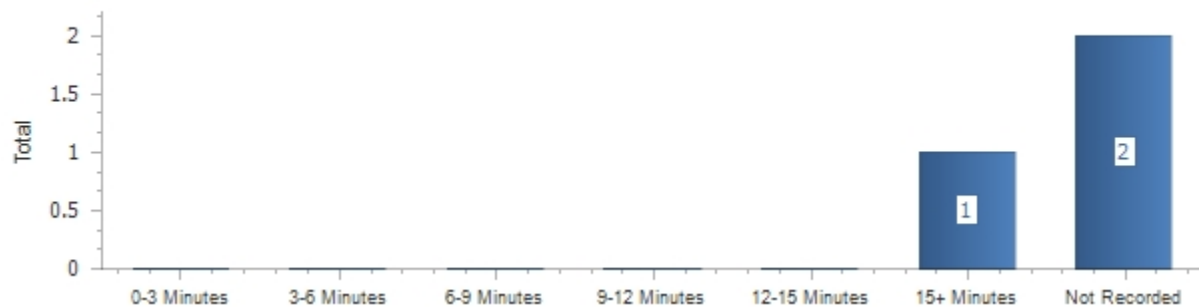
Controlled Negative Detection Exercises



Blind Detection Exercises

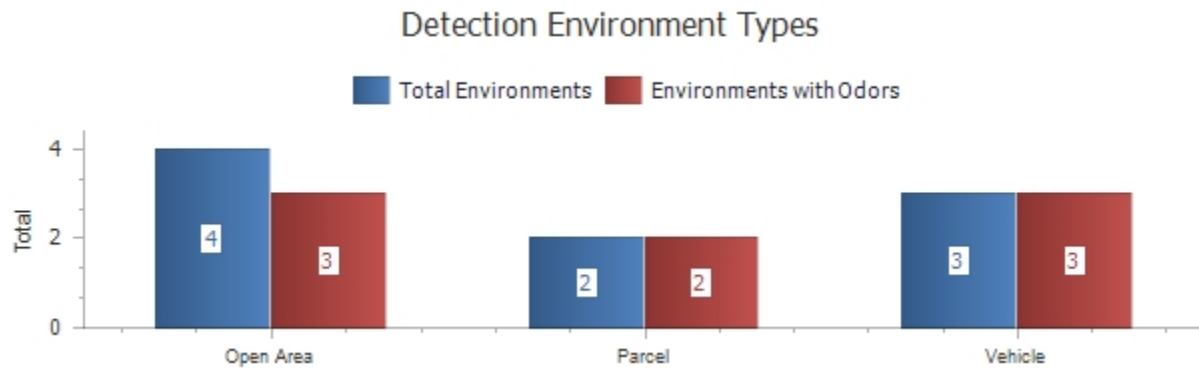


Detection Exercise Lengths



Training Summary

Randy Bowles and K9 Rudy, Van Police Department
July 1, 2021 to July 31, 2021



Drug Odors



Packaging Around Drugs

Plastic: 4 (50%) Metal: 4 (50%)





City of Van

Public Works Report

August 12, 2021

Council Meeting

Staff:

Kevin Johnson

Earl Brown

Jose Guerrero

Jeff Green

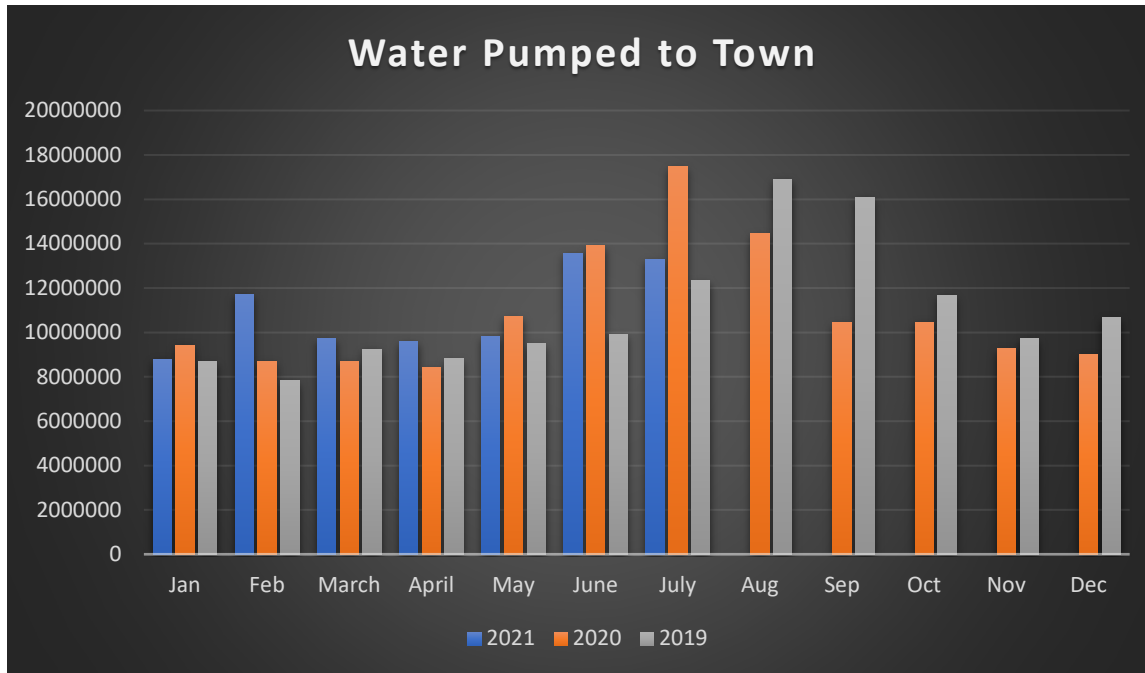
Trent Pamplin

Marcos Orozco

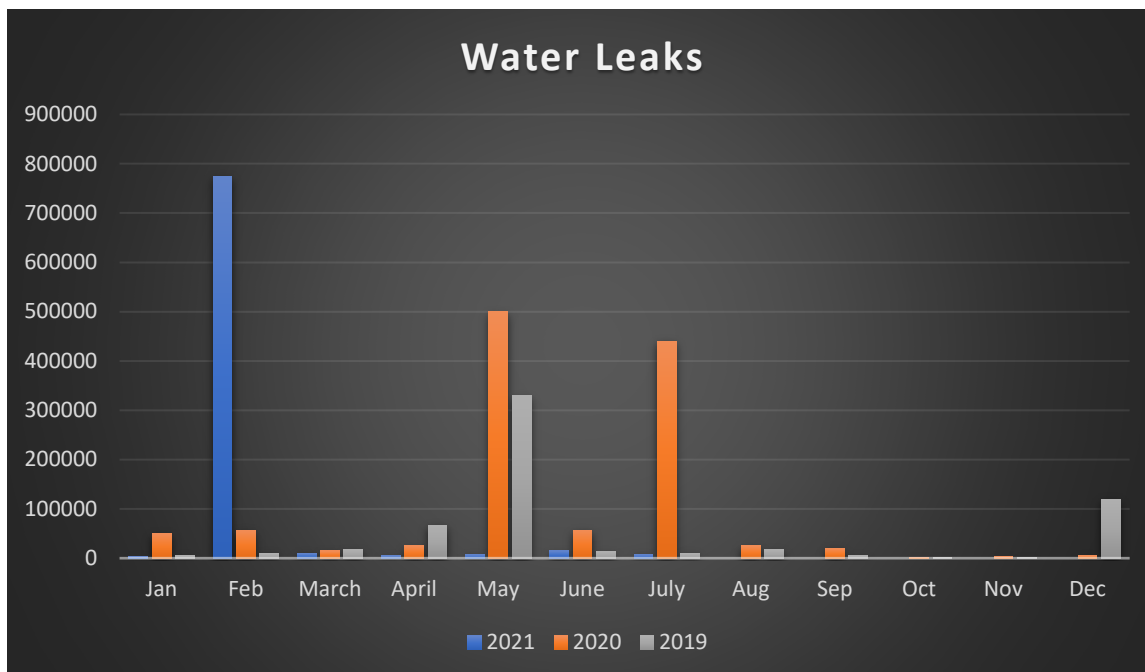
Tommy Smith

Water

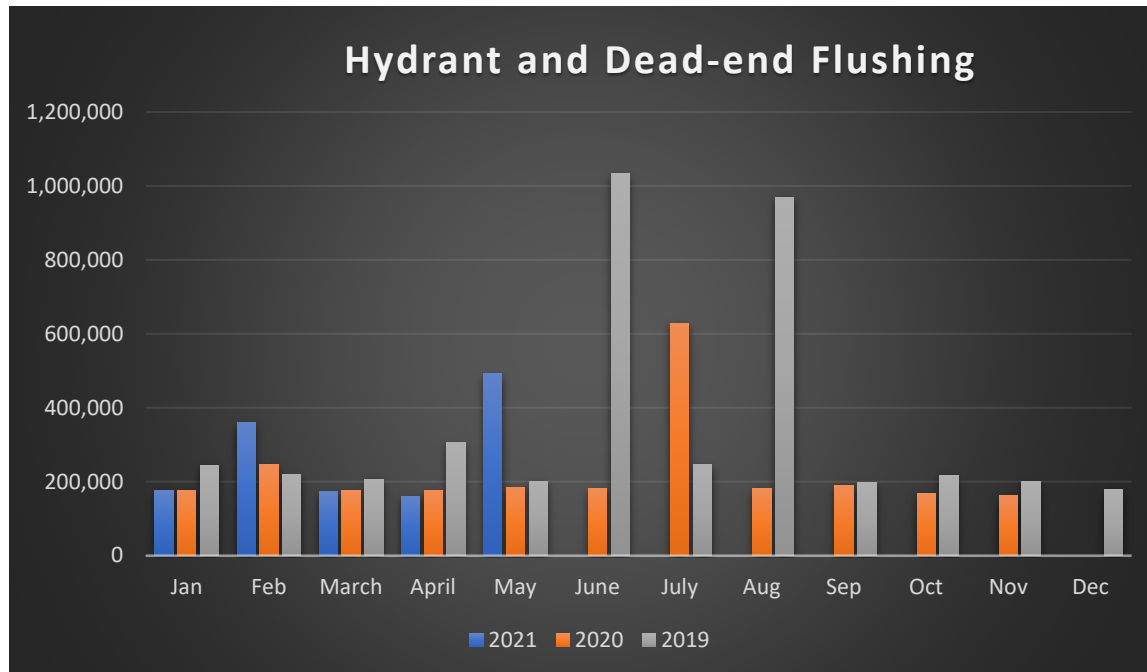
Water Pumped to Town 13,282,000



Leaks 7,500



Flushing 126,325



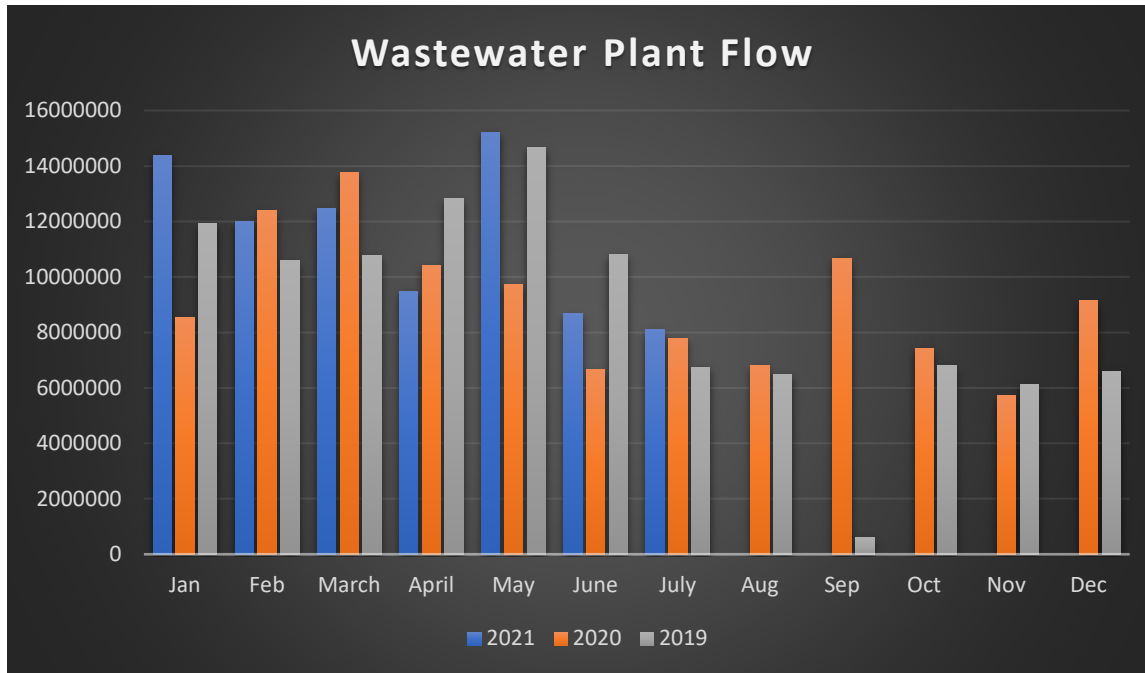
- We continue to conduct the monthly flushing program which is required by Texas Commission on Environmental Quality (TCEQ). The program requires staff to flush each dead-end mainlines once a month to ensure the quality of the drinking water and maintain the free chlorine residual in the water.

Leak Report

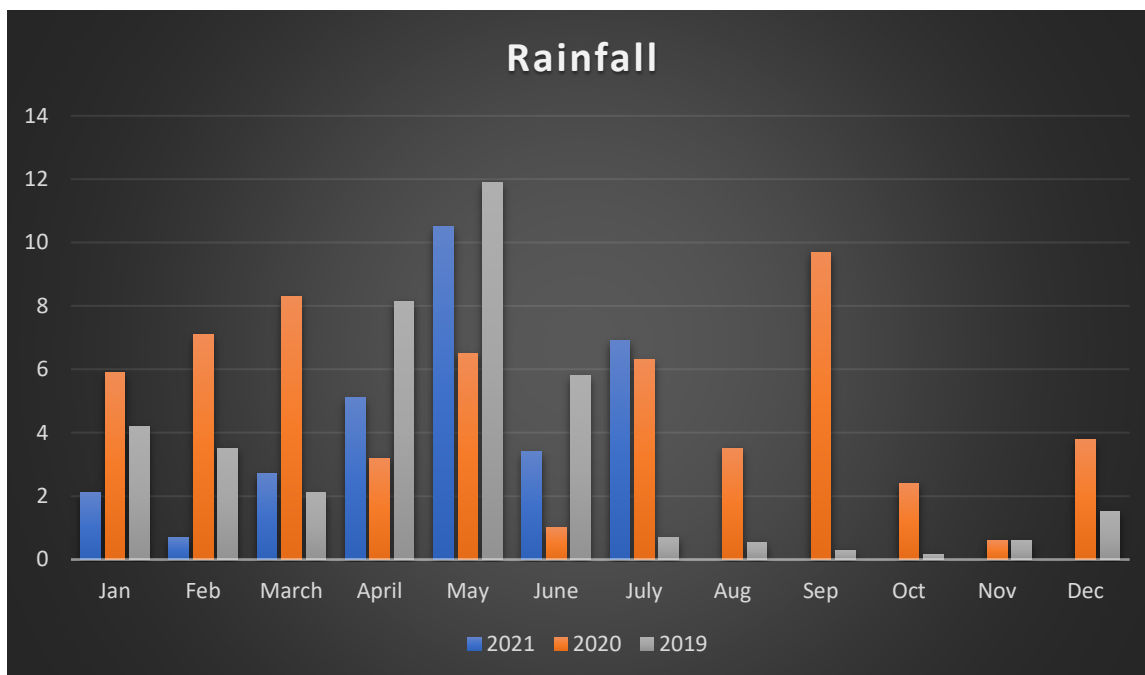
- We had 1 leak this month.

Wastewater

Wastewater Plant Flow **8,099,000**



Rainfall **6.9"**



Vehicles

	Mileage	Vehicle	Mileage
W-1 2010 F-150	99,221	S-1 2004 F-350	45,597
W-2 2013 GMC 1500	78,641	S-2 2010 Chev 1500	98,576
W-7 2016 F-250	70,073	S-6 2004 Chev 6500	26,125
W-16 2020 F-350	2,445	S-11 2016 F150	70,499
W-17 2017 F-250	67,720	S-12 2007 GMC 1500	79,844

If you have any questions, feel free to e-mail me. I will do my best to get you a prompt response.

Thanks,

Kevin Johnson