



**NOTICE OF REGULAR MEETING
THE CITY COUNCIL
Thursday, April 10, 2025
7:00 PM**

Mayor
Ernie Burns
Mayor Pro-Tem
Mark Heatwole
Council Member
Samantha Smith
Council Member
Charles Ryan
Council Member
Laura Duncan
Council Member
City Manager

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 on Thursday, April 10, 2025, 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 matters 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

"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 agenda item (**limit 3 minutes per person**); however, the Texas Open Meetings Act prohibits the City Council from discussing issues that 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. Meeting Minutes

1. Minutes from the regular meeting March 13, 2025.
2. Minutes from the called meeting on March 20, 2025.

- B. Financial Report

VI. INFORMATION AND DISCUSSION

- A. Information and Discussion on enforcement and revision of City Code Of Ordinances on Signage, Outdoor Storage and Screening.

VII. REPORTS

- A. City Manager Monthly Report
- B. Fire Department Monthly Report
- C. Library Monthly Report
- D. Municipal Court Monthly Report
- E. Police Monthly Report
- F. Public Works & Parks Monthly Report

VIII. PUBLIC HEARING

- A. On variance at property ID R000023391 located at FM 16 West Legal Description acres 15.530 of the Mc Phail Survey, Abstract No. 533, Van Zandt, County for Utilizing ADS N-12 HP storm sewer pipes instead of RCP storm sewer pipes. Minimum radius for internal streets of 20' to be allowed instead of 25'. Allow an alternate pavement section to be used instead of what is outlined in the ordinance. The developer will have a geotechnical engineer sample the soil once the roadway is cut to subgrade elevations. The geotechnical engineer will provide a pavement design based on the soil characteristics and the developer will install one of the provided pavement options.

IX. ACTION ITEMS

- A. Discussion, Consideration, and Possible Action on a variance at property ID R000023391 located at FM 16 West Legal Description acres 15.530 of the Mc Phail Survey, Abstract No. 533, Van Zandt County for Utilizing ADS N-12 HP storm sewer pipes instead of RCP storm sewer pipes. Minimum radius for internal streets of 20' to be allowed instead of 25'. Allow an alternate pavement section to be used instead of what is outlined in the ordinance. The developer will have a geotechnical engineer sample the soil once the roadway is cut to subgrade elevations. The geotechnical engineer will provide a pavement design based on the soil characteristics and the developer will install one of the provided pavement options.
- B. Discussion, Consideration, and Possible Action on an Interlocal agreement for animal shelter services with the City of Mineola.
- C. Discussion, Consideration, and Possible Action on closing out the Water Well #4 Project.
- D. Discussion, Consideration, and Possible Action on Library staffing, hours of operation, improvement plans, and other operational considerations.
- E. Discussion, Consideration, and Possible Action on the process and procedure to hire a City Manager.

X. 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.

XI. 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.

XII. **ADJOURN**

CERTIFICATION

I hereby certify that the above notice was posted on the bulletin board at Van City Hall, 310 Chestnut St., Van, Texas 75790 by 5:00 pm on Monday, April 7, 2025.

Sereca Huff-Huggins, City Secretary

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

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



**NOTICE OF REGULAR MEETING
THE CITY COUNCIL
Thursday, March 13, 2025
7:00 PM**

Mayor
Ernie Burns
Mayor Pro-Tem
Mark Heatwole
Council Member
Samantha Smith
Council Member
Charles Ryan
Council Member
Laura Duncan
Council Member
Mark Campbell
City Manager

MINUTES

I. CALL MEETING TO ORDER

Meeting called to order by Mayor Pro Tem Burns.

A. Roll Call and Establish a Quorum

Present: Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole

Absent:

II. INVOCATION

Invocation was led by Council Member Smith.

III. PLEDGE OF ALLEGIANCE

Led by Mayor Pro Tem Burns.

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 agenda item (**limit 3 minutes per person**); however, the Texas Open Meetings Act prohibits the City Council from discussing issues that 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.)

RESULT:	Passed
MOVER:	Samantha Smith
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole

NAYS:	None
ABSTAINED:	None

A. Meeting Minutes

1. Minutes from the regular meeting on February 13, 2025.

B. Financial Report

VI. **INFORMATION AND DISCUSSION**

VII. **REPORTS**

A. City Manager Monthly Report

B. Fire Department Monthly Report

C. Municipal Court Monthly Report

D. Police Monthly Report

E. Public Works & Parks Monthly Report

VIII. **PUBLIC HEARING**

RESULT:	Passed
MOVER:	Mark Heatwole
SECONDER:	Samantha Smith
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Open Public Hearing at 7:29 p.m.

A. Public hearing regarding the subdivision regulations and design guidelines.

RESULT:	Passed
MOVER:	Mark Heatwole
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Close Public Hearing at 7:31 p.m.

IX. **ACTION ITEMS**

A. Discussion, Consideration, and Possible Action on amending ordinance 03-13-2025 approving the city personnel policy organizational chart.

RESULT:	Passed
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MOVER:	Mark Heatwole
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Move the Judge position under the city council, place the Fire Marshal/Emergency Management on the chart.

- B. Discussion, Consideration, and Possible Action on amending ordinance 03-13-2025-1 approving the City of Van garbage rates.

RESULT:	Passed
MOVER:	Samantha Smith
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

- C. Discussion, Consideration, and Possible Action on amending ordinance 3-13-2025-2 approving the Van Subdivision Regulations and Van Design Guidelines.

RESULT:	Passed
MOVER:	Mark Heatwole
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

- D. Discussion, Consideration, and Possible Action on approving a MOU between the City of Van and Van Zandt County in regard to the Juvenile Diversion Agreement.

RESULT:	Passed
MOVER:	Charles Ryan
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

- E. Discussion, Consideration, and Possible Action on approving a credit card in the amount of \$2,500 for Mark Campbell, City Manager.

No action was taken.

- F. Discussion, Consideration, and Possible Action on adding Mark Campbell, City Manager, to the Texas Bank and Trust bank accounts as a signor.

No action was taken.

X. **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.

RESULT:	Passed
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MOVER:	Charles Ryan
SECONDER:	Mark Heatwole
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Convene into executive session at 7:52 p.m.

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

RESULT:	Passed
MOVER:	Laura Duncan
SECONDER:	Samantha Smith
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Reconvene from the executive session at 9:08 p.m.

XI. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY

- A. Discussion, Consideration, and Possible Action on X.A. concerning the City Manager Position.

RESULT:	Passed
MOVER:	Mark Heatwole
SECONDER:	Laura Duncan
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Accept Mark Campbell's resignation.

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.

Library - budget numbers.

Liquidated damage from Well # 4.

XII. ADJOURN

RESULT:	Adjourn
MOVER:	Laura Duncan
SECONDER:	Samantha Smith
AYES:	Ernie Burns, Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole
NAYS:	None
ABSTAINED:	None

Attest:

Mayor

City Secretary



**NOTICE OF A CALLED MEETING OF
THE CITY COUNCIL
Thursday, March 20, 2025
7:00 PM**

Mayor
Ernie Burns
Mayor Pro-Tem

Mark Heatwole
Council Member

Samantha Smith
Council Member

Charles Ryan
Council Member

Laura Duncan
Council Member

City Manager

MINUTES

I. CALL MEETING TO ORDER

Meeting called to order by Mayor Pro Tem Burns.

A. Roll Call and Establish a Quorum

Present: Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole, Ernie Burns joined on facetime.

Absent:

II. 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.

RESULT:	Passed
MOVER:	Samantha Smith
SECONDER:	Charles Ryan
AYES:	Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole, Ernie Burns
NAYS:	None
ABSTAINED:	None

Convene into executive session at 7:01 p.m.

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

RESULT:	Passed
MOVER:	Laura Duncan
SECONDER:	Charles Ryan
AYES:	Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole, Ernie Burns
NAYS:	None
ABSTAINED:	None

Reconvene from executive session at 7:48 p.m.

III. RECONVENE INTO REGULAR SESSION AND CONSIDER ACTION IF ANY

- A. Discussion, Consideration, and Possible Action on item II. A. concerning the City Manager position.

RESULT:	Passed
MOVER:	Mark Heatwole
SECONDER:	Samantha Smith
AYES:	Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole, Ernie Burns
NAYS:	None
ABSTAINED:	None

Appoint Jeff Hudgens as Interim City Manager.

IV. **ADJOURN**

RESULT:	Adjourn
MOVER:	Charles Ryan
SECONDER:	Samantha Smith
AYES:	Charles Ryan, Laura Duncan, Samantha Smith, Mark Heatwole, Ernie Burns
NAYS:	None
ABSTAINED:	None

Attest:

Mayor

City Secretary



City of Van, TX

Expense Approval Report

By Fund

Payable Dates 3/1/2025 - 3/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - General Fund					
Global/Open Edge	INV0008933	03/03/2025	CREDIT CARDS	100-10-60885	36.80
Global/Open Edge	INV0008933	03/03/2025	CREDIT CARDS	100-10-60885	256.50
Texas Comptroller of Public Ac...	INV0008902	03/05/2025	PERIOD ENDING 2/28/2025	100-20920	3,556.86
PathMark Traffic Products of ...	22572	03/06/2025	STREET SIGNS	100-46-57450	748.75
PathMark Traffic Products of ...	22572	03/06/2025	STREET SIGNS	100-99-56425	71.50
Civic Plus	329161	03/06/2025	TRAINING	100-10-56100	240.00
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-10-57200	9.10
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-20-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-30-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-32-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-35-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-35-57250	200.00
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-46-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-46-57200	43.75
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-60-57200	43.75
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-60-57200	315.00
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-60-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	100-64-57200	9.09
Texas National Bank	85002213	03/06/2025	PARK VEHICLES	100-60-57150	9,232.86
TransUnion Risk and Alternati...	INV0008903	03/06/2025	2/1/2025 - 2/28/2025	100-30-56000	162.00
Christus EMS	INV0008904	03/06/2025	FEBRUARY 2025	100-99-53270	2,733.50
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-10-56700	169.58
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-10-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-20-56700	46.78
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-20-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-30-56700	192.98
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-30-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-35-56700	46.78
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-35-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-60-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-64-56700	17.54
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-64-56705	146.69
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	100-99-56425	163.95
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	100-99-56425	23.39
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	100-30-54350	75.98
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	100-46-52500	2.99
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	100-46-54250	20.15
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	100-60-52500	3.00
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	100-60-54250	20.15
Means Home Center	INV0008910	03/06/2025	FUEL	100-60-52450	239.98
Sword Co.	INV0008913	03/06/2025	BUILDING MAINTENANCE	100-30-54200	136.00
Sword Co.	INV0008913	03/06/2025	BUILDING MAINTENANCE	100-60-54200	199.98
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780142153	100-99-54200	5.95
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780143285	100-99-54200	24.62
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780144534	100-99-54200	26.69
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780145767	100-99-56010	121.56
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780143285	100-99-56010	122.37
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780142153	100-99-56010	32.36
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780144534	100-99-56010	108.21
KSA	INV0008915	03/06/2025	ENGINEERING	100-99-53610	1,387.50
Cynergy Technology	INV0008916	03/06/2025	IT SERVICES/COMPUTER	100-99-53605	308.59
Cynergy Technology	INV0008916	03/06/2025	IT SERVICES/COMPUTER	100-99-53605	1,833.36
Cynergy Technology	INV0008916	03/06/2025	IT SERVICES	100-99-53605	2,837.21

Expense Approval Report

Payable Dates: 3/1/2025 - 3/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Cynergy Technology	INV0008916	03/06/2025	IT SERVICES	100-99-56425	405.32
Loretta Eve Wilson	INV17142	03/06/2025	DRUG SCREEN & PHYS	100-99-53610	150.00
Ron Duke	INV0008918	03/10/2025	CONTRACT LABOR PPE 3/7/20...	100-30-53060	745.00
City of Van	INV0008932	03/10/2025	REI PAYROLL PPE 3/7/2025	100-22900	41,076.98
Tyler Technologies, Inc.	025-500095	03/13/2025	1099 & W-2 PRINTING	100-10-53200	3,842.00
Mobile Communications Servi...	22524971	03/13/2025	PD PARTS	100-30-57120	46.03
Laura Duncan	INV0008934	03/13/2025	MARCH 2025	100-12-51901	50.00
Mark Heatwole	INV0008935	03/13/2025	MARCH 2025	100-12-51901	50.00
Ernest Burns	INV0008936	03/13/2025	MARCH 2025	100-12-51901	50.00
Charles Ryan	INV0008937	03/13/2025	MARCH 2025	100-12-51901	50.00
Samantha Smith	INV0008938	03/13/2025	MARCH 2025	100-12-51901	50.00
Mark Campbell	INV0008939	03/13/2025	MARCH 2025	100-10-51915	300.00
Van Zandt County Appraisal Di...	INV0008940	03/13/2025	2025 APPRAISAL DISTRICT 2ND...	100-99-60150	7,634.37
Van Zandt County Appraisal Di...	INV0008940	03/13/2025	2025 COLLECTION 2ND QTR B...	100-99-60150	5,441.92
Blake Armstrong, PC	INV0008942	03/13/2025	ATTORNEY FEES	100-20-53611	117.50
Blake Armstrong, PC	INV0008942	03/13/2025	ATTORNEY FEES	100-99-53611	2,260.00
Charles Edward Dintelman	INV0008944	03/13/2025	ELECTRIC	100-30-54200	385.50
Crow-Burlingame	INV0008945	03/13/2025	VEHICLE & EQUIPMENT MAINT	100-46-54250	7.23
Crow-Burlingame	INV0008945	03/13/2025	VEHICLE & EQUIPMENT MAINT	100-60-54250	7.23
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-10-57150	1,902.15
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-30-54350	416.28
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-30-57150	7,217.25
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-46-54350	15.00
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-46-57150	1,336.22
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	100-60-54350	7.50
James Newton	INV0008947	03/13/2025	TRAVEL - FIRE DEPT	100-35-56800	259.49
James Newton	INV0008947	03/13/2025	TRAVEL - FIRE DEPT	100-35-56800	40.79
City of Van	INV0008952	03/19/2025	REI PAYROLL - CAMPBELL 3/19...	100-22900	4,140.31
TXU Energy	054007697730	03/20/2025	8151767 190 VZ CR 1501	100-10-56050	6.95
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-10-56050	2.79
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-10-56050	3.81
TXU Energy	054007697730	03/20/2025	2737121 190 VZ CR 1501 FRNT	100-10-56050	419.07
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-10-56050	31.76
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-20-56050	3.77
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-20-56050	2.81
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-20-56050	31.68
TXU Energy	054007697730	03/20/2025	7500922 602 S Oak St	100-30-56050	3.60
TXU Energy	054007697730	03/20/2025	7499806 1002 N Walnut Sirn	100-30-56050	3.59
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-30-56050	2.81
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-30-56050	3.81
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-30-56050	25.37
TXU Energy	054007697730	03/20/2025	4573840 113 W MAIN	100-30-56050	169.85
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-30-56050	31.68
TXU Energy	054007697730	03/20/2025	4573778 107 S Maple Fire Dept	100-35-56050	318.29
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-35-56050	2.79
TXU Energy	054007697730	03/20/2025	7500922 602 S Oak St	100-35-56050	3.59
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-35-56050	31.68
TXU Energy	054007697730	03/20/2025	7499806 1002 N Walnut Sirn	100-35-56050	3.60
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-35-56050	3.81
TXU Energy	054007697730	03/20/2025	1560877 Van Led 141-180	100-46-56050	87.87
TXU Energy	054007697730	03/20/2025	4419867 Street Light 3	100-46-56050	116.41
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-46-56050	31.68
TXU Energy	054007697730	03/20/2025	4419836 Street Light 6	100-46-56050	137.19
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-46-56050	2.48
TXU Energy	054007697730	03/20/2025	4419774 Street Light 4	100-46-56050	382.90
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-46-56050	3.81
TXU Energy	054007697730	03/20/2025	4419898 Street Light 2	100-46-56050	21.02
TXU Energy	054007697730	03/20/2025	3478662 Van Led 101-140	100-46-56050	649.92
TXU Energy	054007697730	03/20/2025	4419805 Street Light 5	100-46-56050	665.98
TXU Energy	054007697730	03/20/2025	6000708 Street Light 1	100-46-56050	1,134.40

Expense Approval Report

Payable Dates: 3/1/2025 - 3/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TXU Energy	054007697730	03/20/2025	8929788 led -055	100-46-56050	1,657.11
TXU Energy	054007697730	03/20/2025	2727728 1011 Pennsylvania	100-60-56050	419.71
TXU Energy	054007697730	03/20/2025	7639058 Chestnut Pole	100-60-56050	535.53
TXU Energy	054007697730	03/20/2025	6623560 Off Chestnut	100-60-56050	636.88
TXU Energy	054007697730	03/20/2025	9479512 712 E MAIN	100-60-56050	120.96
TXU Energy	054007697730	03/20/2025	9909325 301 Wyoming	100-60-56050	66.04
TXU Energy	054007697730	03/20/2025	641676 315 W MAIN	100-60-56050	38.27
TXU Energy	054007697730	03/20/2025	4577126 300 W MAIN	100-60-56050	6.95
TXU Energy	054007697730	03/20/2025	4577312 304 W Main	100-60-56050	7.28
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-60-56050	3.81
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-60-56050	31.68
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-60-56050	2.43
TXU Energy	054007697730	03/20/2025	4963804 712 E MAIN	100-60-56050	15.47
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	100-64-56050	2.31
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-64-56050	3.81
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-64-56050	31.68
TXU Energy	054007697730	03/20/2025	6396578 255 W Main	100-99-56425	291.61
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	100-99-56425	3.81
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	100-99-56425	31.68
The Muffler & Hitch Shop LLC	59180A	03/20/2025	VEHICLE MAINT	100-10-54350	649.95
BadgeAndWallet	711792	03/20/2025	UNIFORMS	100-30-56010	1,411.50
Texas A & M Engineering Exte...	INV0008953	03/20/2025	EDUCATION	100-35-56100	1,700.00
Bureau Veritas North America	INV0008954	03/20/2025	INSPECTIONS	100-10-53612	79.35
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-10-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-10-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-20-56050	4.88
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-20-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	6400233473-4 113 W MAIN	100-30-56050	99.56
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-30-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-30-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-35-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-35-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2868803-4 FIRE DEPT	100-35-56050	235.08
Centerpoint Energy	INV0008955	03/20/2025	6403746080-1 SHOP	100-46-56050	70.82
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-46-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-46-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-60-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	6403746080-1 SHOP	100-60-56050	70.82
Centerpoint Energy	INV0008955	03/20/2025	6401930091-8 301 WYOMING	100-60-56050	48.00
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-60-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-64-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-64-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	100-99-56425	21.29
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	100-99-56425	4.89
Loretta Eve Wilson	INV17149	03/20/2025	DRUG SCREEN & PHYS	100-99-53610	150.00
Leaf	18044111	03/21/2025	PANASONIC TOUGHPAD	100-30-57250	741.14
Devante James	INV0008956	03/21/2025	WITNESS FEE CHECK - DEVAN...	100-30-60695	11.00
Victron Stores, LP	INV0008958	03/21/2025	ABATEMENT	100-99-60695	8,047.66
City of Van Economic Develo...	INV0008959	03/21/2025	MARCH 2025	100-99-60100	21,920.07
City of Van	INV0008963	03/21/2025	REI PAYROLL 32 HOURS - CAM...	100-22900	1,656.12
Joe Temple	INV0008964	03/21/2025	UMPIRE	100-60-53060	120.00
City of Van	INV0008978	03/24/2025	REI PAYROLL GF PPE 3/21/2025	100-22900	41,216.49
Ron Duke	INV0008979	03/24/2025	CONTRACT LABOR PPE 3/21/2...	100-30-53060	360.00
Republic Services	0070-003592904	03/27/2025	FEBRUARY 2025	100-99-56420	28,177.92
Wex Bank	103636637	03/27/2025	FUEL - ADMIN	100-10-52450	246.22
Wex Bank	103636637	03/27/2025	FUEL	100-30-52450	-24.40
Wex Bank	103636637	03/27/2025	FUEL - POLICE DEPT	100-30-52450	2,398.85
Wex Bank	103636637	03/27/2025	FUEL - FIRE DEPT	100-35-52450	385.68
Wex Bank	103636637	03/27/2025	FUEL - STREET	100-46-52450	77.22
Wex Bank	103636637	03/27/2025	FUEL - EQUIPMENT	100-46-52455	144.82

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Payable Dates: 3/1/2025 - 3/31/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Wex Bank	103636637	03/27/2025	FUEL - EQUIPMENT	100-60-52455	144.81
R&B Welding	1689951	03/27/2025	EQUIPMENT MAINT	100-46-54250	484.50
R&B Welding	1689951	03/27/2025	EQUIPMENT MAINT	100-60-54200	124.00
R&B Welding	1689951	03/27/2025	EQUIPMENT MAINT	100-60-54250	484.50
The Muffler & Hitch Shop LLC	59239A	03/27/2025	VEHICLE MAINT	100-30-57120	269.00
Motorola Solutions Inc.	INV0008980	03/27/2025	VIDEOMANAGER	100-30-57250	2,085.00
Allianz	INV0008981	03/27/2025	DUNCAN, HILLIARD	100-35-51500	120.00
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	100-10-56701	388.93
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	100-12-56701	190.14
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	100-30-56701	350.18
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	100-46-56701	20.02
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	100-60-56701	347.73
Susan Shinn	INV0008983	03/27/2025	JANITORIAL SERVICES	100-99-53810	712.50
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	100-10-56650	37.52
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	100-12-56650	37.45
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	100-20-56650	37.45
Marlin Leasing Corporation	INV0008984	03/27/2025	471-407890-002	100-30-56650	158.73
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	100-60-56650	37.45
Marlin Leasing Corporation	INV0008984	03/27/2025	471-44074890-003	100-64-56650	131.46
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	100-99-56425	37.45
Cynergy Technology	TY71427	03/27/2025	IT SERVICES	100-99-53605	3,022.29
Cynergy Technology	TY71427	03/27/2025	IT SERVICES	100-99-56425	431.76
Amanda Davis	INV0008985	03/31/2025	PROCESSING CKS FOR UNCAL...	100-12-51901	100.00
Fund 100 - General Fund Total:					232,538.37

Fund: 200 - Hotel Occupancy Tax Fund

Leon's Signs Inc	INV0008948	03/14/2025	HISTORICAL PRESERVATION S...	200-99-53550	13,555.88
Fund 200 - Hotel Occupancy Tax Fund Total:					13,555.88

Fund: 215 - Firemen's Relief Fund

Quality Home	0286836	03/11/2025	FIRE DEPARTMENT	215-20010	1,799.99
Fund 215 - Firemen's Relief Fund Total:					1,799.99

Fund: 417 - Capital Projects - Water

KSA	INV0008917	03/06/2025	Replace Water Well # 4	417-99-57128	3,665.20
Fund 417 - Capital Projects - Water Total:					3,665.20

Fund: 500 - Water / Wastewater Fund

Global/Open Edge	INV0008933	03/03/2025	CREDIT CARDS	500-10-60885	331.18
Global/Open Edge	INV0008933	03/03/2025	CREDIT CARDS	500-10-60885	2,308.46
Texas Excavation Safety Syste...	25-02858	03/06/2025	VANTX01	500-99-53610	35.65
Ron Perrin Water Technologies	28-063	03/06/2025	TANK CLEANING	500-40-57120	7,015.00
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	500-10-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	500-40-57200	43.75
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	500-40-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	500-45-57200	9.09
East Texas Ice Machines	5196	03/06/2025	ICE MACHINE	500-45-57200	43.75
SPL	A0629843	03/06/2025	LABS FOR FEBRUARY	500-40-56400	160.00
SPL	A0629843	03/06/2025	LABS FOR FEBRUARY	500-45-56400	931.00
Dataprose LLC	DP2500771	03/06/2025	BILL PERIOD 2/1/2025 - 2/28/...	500-10-56550	1,020.80
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	500-10-56705	60.40
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	500-40-56705	94.92
Peoples Telephone Cooperati...	INV0008905	03/06/2025	TELEPHONE	500-45-56700	87.72
Peoples Telephone Cooperati...	INV0008905	03/06/2025	INTERNET	500-45-56705	94.92
Underground Utility Supply	INV0008906	03/06/2025	SUPPLIES	500-40-54420	669.99
Underground Utility Supply	INV0008906	03/06/2025	SUPPLIES	500-40-54650	3,072.00
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-40-52500	3.00
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-40-54250	20.15
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-40-54350	141.98
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-40-54350	219.43
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-45-52500	3.00
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-45-54250	20.15
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-45-54350	15.28

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-45-54350	16.82
O'Reilly Automotive, Inc	INV0008907	03/06/2025	VEHICLE/EQUIPMENT MAINT	500-45-54350	65.91
Johnson Lab & Supply Inc.	INV0008908	03/06/2025	277364-000	500-40-52950	110.00
Johnson Lab & Supply Inc.	INV0008908	03/06/2025	277115-000	500-40-52950	1,259.28
Johnson Lab & Supply Inc.	INV0008908	03/06/2025	277115-000	500-45-52950	1,259.28
Johnson Lab & Supply Inc.	INV0008908	03/06/2025	277364-000	500-45-52950	110.00
Goode's Texaco	INV0008909	03/06/2025	VEHICLE MAINT	500-40-54350	954.88
Goode's Texaco	INV0008909	03/06/2025	VEHICLE MAINT	500-45-54350	25.00
Pennys Kwik Lube	INV0008911	03/06/2025	VEHICLE MAINT	500-40-54350	75.14
Wholesale Pump & Supply, INC	INV0008912	03/06/2025	WWTP	500-45-54510	459.52
Sword Co.	INV0008913	03/06/2025	BUILDING MAINTENANCE	500-40-54200	200.04
Sword Co.	INV0008913	03/06/2025	BUILDING MAINTENANCE	500-45-54200	199.98
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780144534	500-99-56010	108.21
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780142153	500-99-56010	32.36
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780143285	500-99-56010	122.37
UniFirst Corp. Attention: Acco...	INV0008914	03/06/2025	2780145767	500-99-56010	121.55
Cynergy Technology	INV0008916	03/06/2025	IT SERVICES	500-99-53605	810.63
Usa Bluebook	INV00627901	03/06/2025	PRODUCTION	500-40-54420	179.10
City of Van	INV0008932	03/10/2025	REI PAYROLL W S PPE 3/7/20...	500-22900	18,949.84
Environmental Systems Resea...	94922170	03/13/2025	GIS DUES & SUBSCRIPTION	500-10-56000	1,546.51
Core & Main	INV0008941	03/13/2025	SUPPLIES	500-40-54420	375.81
Core & Main	INV0008941	03/13/2025	SUPPLIES	500-40-54420	433.29
Core & Main	INV0008941	03/13/2025	SUPPLIES	500-40-54420	1,340.26
Core & Main	INV0008941	03/13/2025	SUPPLIES	500-45-54500	123.15
Frontier Communications	INV0008943	03/13/2025	903-963-5360-110104-5 SEWR...	500-45-56700	98.76
Crow-Burlingame	INV0008945	03/13/2025	VEHICLE & EQUIPMENT MAINT	500-40-54250	7.23
Crow-Burlingame	INV0008945	03/13/2025	VEHICLE & EQUIPMENT MAINT	500-40-54350	34.24
Crow-Burlingame	INV0008945	03/13/2025	VEHICLE & EQUIPMENT MAINT	500-45-54250	7.23
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	500-10-57150	1,221.64
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	500-40-54350	282.94
Enterprise Fleet Managemnet...	INV0008946	03/13/2025	615638	500-45-54350	258.20
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	500-10-56050	3.81
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	500-10-56050	31.68
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	500-10-56050	2.31
TXU Energy	054007697730	03/20/2025	2723178 642 S Bois D Arc Wat...	500-40-56050	276.67
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	500-40-56050	31.68
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	500-40-56050	3.81
TXU Energy	054007697730	03/20/2025	8605483 337 E Pennsylvania	500-40-56050	274.93
TXU Energy	054007697730	03/20/2025	7549003 304 S Bois D Arc	500-40-56050	209.30
TXU Energy	054007697730	03/20/2025	4515436 283 E Pennsylvania	500-40-56050	9.69
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	500-40-56050	2.31
TXU Energy	054007697730	03/20/2025	4019854 642 S Bois D Arc	500-40-56050	34.91
TXU Energy	054007697730	03/20/2025	4811861 310 Chestnut Dr Grdl	500-45-56050	3.81
TXU Energy	054007697730	03/20/2025	6587383 359 Hickory	500-45-56050	7.59
TXU Energy	054007697730	03/20/2025	9787327 153 Redbud Pump	500-45-56050	7.67
TXU Energy	054007697730	03/20/2025	9544938 9615 FM 16 Sewr	500-45-56050	10.43
TXU Energy	054007697730	03/20/2025	4514940 237 Waynes Alley	500-45-56050	17.18
TXU Energy	054007697730	03/20/2025	3661090 199 S Maple	500-45-56050	2.31
TXU Energy	054007697730	03/20/2025	2739973 902 Parkrow	500-45-56050	3,273.16
TXU Energy	054007697730	03/20/2025	6747560 310 Chestnut Dr	500-45-56050	31.68
TXU Energy	054007697730	03/20/2025	7315803 881 E Main Sewr 2	500-45-56050	179.18
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	500-10-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	500-10-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	6403746080-1 SHOP	500-40-56050	70.80
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	500-40-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	500-40-56050	4.89
Centerpoint Energy	INV0008955	03/20/2025	2869657-3 CITY HALL	500-45-56050	21.29
Centerpoint Energy	INV0008955	03/20/2025	6403746080-1 SHOP	500-45-56050	70.82
Centerpoint Energy	INV0008955	03/20/2025	11661741-6 CITY HALL GENER...	500-45-56050	4.89
Hawkins, Inc	7011290	03/21/2025	CHEMICALS	500-40-52950	632.50

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Wood County Electric	INV0008957	03/21/2025	3 PH WATERWELL # 4 -53650...	500-40-56050	1,967.25
Wood County Electric	INV0008957	03/21/2025	NORTH WATER WELL # 2 - 53...	500-40-56050	1,378.06
Wood County Electric	INV0008957	03/21/2025	SOUTH WATERWELL # 1 - 536...	500-40-56050	2,939.49
City of Van	INV0008978	03/24/2025	REI PAYROLL WS PPE 3/21/20...	500-22900	19,032.84
Wex Bank	103636637	03/27/2025	FUEL -WATER	500-40-52450	1,373.40
Wex Bank	103636637	03/27/2025	FUEL - EQUIPMENT	500-40-52455	144.82
Wex Bank	103636637	03/27/2025	FUEL - WASTEWATER	500-45-52450	213.66
Wex Bank	103636637	03/27/2025	FUEL - EQUIPMENT	500-45-52455	144.82
R&B Welding	1689951	03/27/2025	EQUIPMENT MAINT	500-40-54250	484.50
R&B Welding	1689951	03/27/2025	EQUIPMENT MAINT	500-45-54250	484.50
East Texas BPAT	252	03/27/2025	RPZ TEST ON WWTP	500-45-54510	250.00
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	500-10-56701	19.16
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	500-40-56701	105.15
AT&T MOBILITY	INV0008982	03/27/2025	287326733658	500-45-56701	19.16
Susan Shinn	INV0008983	03/27/2025	JANITORIAL SERVICES	500-99-53810	237.50
Marlin Leasing Corporation	INV0008984	03/27/2025	471-4074890-001	500-40-56650	37.45
Cynergy Technology	TY71427	03/27/2025	IT SERVICES	500-99-53605	863.51
Fund 500 - Water / Wastewater Fund Total:					82,171.01

Fund: 900 - Payroll Fund

Texas Child Support SDU	INV0008927	03/10/2025	Child Support - Case ID#0013...	900-20500	299.08
Texas Child Support SDU	INV0008973	03/24/2025	Child Support - Case ID#0013...	900-20500	299.08
Fund 900 - Payroll Fund Total:					598.16

Grand Total: 334,328.61

Report Summary

Fund Summary

Fund	Payment Amount
100 - General Fund	232,538.37
200 - Hotel Occupancy Tax Fund	13,555.88
215 - Firemen's Relief Fund	1,799.99
417 - Capital Projects - Water	3,665.20
500 - Water / Wastewater Fund	82,171.01
900 - Payroll Fund	598.16
Grand Total:	334,328.61

Account Summary

Account Number	Account Name	Payment Amount
100-10-51915	Vehicle Allowance	300.00
100-10-52450	Fuel	246.22
100-10-53200	Computer Software	3,842.00
100-10-53612	Contract Inspection and ...	79.35
100-10-54350	Vehicle – Maint & Repairs	649.95
100-10-56050	Utilities	490.56
100-10-56100	Training/Education	240.00
100-10-56650	Copier Lease	37.52
100-10-56700	Telephone Service	169.58
100-10-56701	Cellular Service	388.93
100-10-56705	Internet Service	60.40
100-10-57150	Vehicles - Cap Outlay	1,902.15
100-10-57200	Equipment	9.10
100-10-60885	Credit Card Payment Pro...	293.30
100-12-51901	City Council Stipend	350.00
100-12-56650	Copier Lease	37.45
100-12-56701	Cellular Service	190.14
100-20-53611	Attorney Fees	117.50
100-20-56050	Utilities	64.43
100-20-56650	Copier Lease	37.45
100-20-56700	Telephone Service	46.78
100-20-56705	Internet Service	60.40
100-20-57200	Equipment	9.09
100-20920	Sales Tax Payable - Garb...	3,556.86
100-22900	DUE TO PAYROLL	88,089.90
100-30-52450	Fuel	2,374.45
100-30-53060	Contract Labor/Services	1,105.00
100-30-54200	Building & Grounds Main...	521.50
100-30-54350	Vehicle – Maint & Repairs	492.26
100-30-56000	Dues and Subscriptions	162.00
100-30-56010	Uniform & Clothing	1,411.50
100-30-56050	Utilities	366.45
100-30-56650	Copier Lease	158.73
100-30-56700	Telephone Service	192.98
100-30-56701	Cellular Service	350.18
100-30-56705	Internet Service	60.40
100-30-57120	Capital Expense/Patrol V...	315.03
100-30-57150	Vehicles - Cap Outlay	7,217.25
100-30-57200	Equipment	9.09
100-30-57250	Equipment Lease / Tool ...	2,826.14
100-30-60695	Refund / Reimbursement	11.00
100-32-57200	Equipment	9.09
100-35-51500	Benefits-Health, Dental,V..	120.00
100-35-52450	Fuel	385.68
100-35-56050	Utilities	625.02
100-35-56100	Training/Education	1,700.00
100-35-56700	Telephone Service	46.78

Account Summary

Account Number	Account Name	Payment Amount
100-35-56705	Internet Service	60.40
100-35-56800	Travel/Lodging/Meals	300.28
100-35-57200	Equipment	9.09
100-35-57250	Equipment Lease / Tool ...	200.00
100-46-52450	Fuel	77.22
100-46-52455	Equipment Fuel	144.82
100-46-52500	Supplies	2.99
100-46-54250	Equipment – Maint & Re...	511.88
100-46-54350	Vehicle – Maint & Repairs	15.00
100-46-56050	Utilities	4,987.77
100-46-56701	Cellular Service	20.02
100-46-57150	Vehicles - Cap Outlay	1,336.22
100-46-57200	Equipment	52.84
100-46-57450	Street Traffic Markers/Si...	748.75
100-60-52450	Fuel	239.98
100-60-52455	Equipment Fuel	144.81
100-60-52500	Supplies	3.00
100-60-53060	Contract Labor/Services	120.00
100-60-54200	Building & Grounds Main...	323.98
100-60-54250	Equipment – Maint & Re...	511.88
100-60-54350	Vehicle – Maint & Repairs	7.50
100-60-56050	Utilities	2,030.01
100-60-56650	Copier Lease	37.45
100-60-56701	Cellular Service	347.73
100-60-56705	Internet Service	60.40
100-60-57150	Vehicles - Cap Outlay	9,232.86
100-60-57200	Equipment	367.84
100-64-56050	Utilities	63.98
100-64-56650	Copier Lease	131.46
100-64-56700	Telephone Service	17.54
100-64-56705	Internet Service	146.69
100-64-57200	Equipment	9.09
100-99-53270	Ambulance Membership...	2,733.50
100-99-53605	IT Services	8,001.45
100-99-53610	Professional Services or ...	1,687.50
100-99-53611	Attorney Fees	2,260.00
100-99-53810	Janitorial Service	712.50
100-99-54200	Building & Grounds Main...	57.26
100-99-56010	Uniform & Clothing	384.50
100-99-56420	Garbage Service Expense	28,177.92
100-99-56425	EDC Expense to be Reim...	1,486.65
100-99-60100	Sales Tax Due to EDC	21,920.07
100-99-60150	Van Zandt Co Appraisal D..	13,076.29
100-99-60695	Refund / Reimbursement	8,047.66
200-99-53550	HOT Historical Preservat...	13,555.88
215-20010	Accounts Payable	1,799.99
417-99-57128	Replace Water Well # 4	3,665.20
500-10-56000	Dues and Subscriptions	1,546.51
500-10-56050	Utilities	63.98
500-10-56550	Postage	1,020.80
500-10-56701	Cellular Service	19.16
500-10-56705	Internet Service	60.40
500-10-57150	Vehicles - Cap Outlay	1,221.64
500-10-57200	Equipment	9.09
500-10-60885	Credit Card Payment Pro...	2,639.64
500-22900	DUE TO PAYROLL	37,982.68
500-40-52450	Fuel	1,373.40
500-40-52455	Equipment Fuel	144.82

Account Summary

Account Number	Account Name	Payment Amount
500-40-52500	Supplies	3.00
500-40-52950	Chemicals	2,001.78
500-40-54200	Building & Grounds Main...	200.04
500-40-54250	Equipment – Maint & Re...	511.88
500-40-54350	Vehicle – Maint & Repairs	1,708.61
500-40-54420	Maint & Repairs - Distrib...	2,998.45
500-40-54650	Maint & Repairs - Meters	3,072.00
500-40-56050	Utilities	7,225.08
500-40-56400	Permits, License and Lab...	160.00
500-40-56650	Copier Lease	37.45
500-40-56701	Cellular Service	105.15
500-40-56705	Internet Service	94.92
500-40-57120	Capital Project/Equipme...	7,015.00
500-40-57200	Equipment	52.84
500-45-52450	Fuel	213.66
500-45-52455	Equipment Fuel	144.82
500-45-52500	Supplies	3.00
500-45-52950	Chemicals	1,369.28
500-45-54200	Building & Grounds Main...	199.98
500-45-54250	Equipment – Maint & Re...	511.88
500-45-54350	Vehicle – Maint & Repairs	381.21
500-45-54500	Maint & Repairs - Sewer ...	123.15
500-45-54510	Maint & Repairs - WWTP	709.52
500-45-56050	Utilities	3,630.01
500-45-56400	Permits, License and Lab...	931.00
500-45-56700	Telephone Service	186.48
500-45-56701	Cellular Service	19.16
500-45-56705	Internet Service	94.92
500-45-57200	Equipment	52.84
500-99-53605	IT Services	1,674.14
500-99-53610	Professional Services or ...	35.65
500-99-53810	Janitorial Service	237.50
500-99-56010	Uniform & Clothing	384.49
900-20500	Child Support	598.16
Grand Total:		334,328.61

Project Account Summary

Project Account Key	Payment Amount
None	334,328.61
Grand Total:	334,328.61



BL ACCT
CITY OF VAN
Account Number:
Page 1 of 4



SCORECARD

Bonus Points
Available
140,437

Account Summary

Billing Cycle		03/13/2025
Days in Billing Cycle		31
Previous Balance		\$3,777.04
Purchases	+	\$3,973.10
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$3,777.04
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

NEW BALANCE \$3,973.10

Credit Summary

Total Credit Line	\$32,500.00
Available Credit Line	\$28,526.90
Available Cash	\$28,526.90
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries



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



Go to www.texasbankandtrust.com



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

Payment Summary

NEW BALANCE \$3,973.10

MINIMUM PAYMENT \$140.00

PAYMENT DUE DATE 04/07/2025

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				\$3,777.04-
Trans Date	Post Date	Reference Number	Transaction Description	Amount
02/28	02/28	BL ACCT CITY OF VAN	PAYMENT - THANK YOU	\$3,777.04

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

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date

03/13/25

New Balance

\$3,973.10

Total Minimum
Payment Due

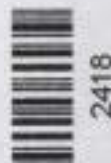
\$140.00

Payment Due Date

04/07/25

\$

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

IMPORTANT INFORMATION

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:

Method A - Average Daily Balance (including current transactions): The Finance Charge on purchases begins on the date the transaction posted to your account. The Finance Charge on Cash Advances begins on the date you obtained the cash advance, or the first day of the billing cycle within which it is posted to your account, whichever is later. There is no grace period.

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.

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

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

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

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

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

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

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

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

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

BILLING RIGHTS SUMMARY

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

In your letter, give us the following information:

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

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

Please provide a legal document evidencing your name change, such as a court document.

Please use blue or black ink to complete form

NAME CHANGE

Last

First

Middle

ADDRESS CHANGE

Street

City

State

ZIP Code

Home Phone () -

Business Phone () -

Cell Phone () -

E-mail Address

SIGNATURE REQUIRED

TO AUTHORIZE CHANGES Signature



Cardholder Account Summary

FIRE CHIEF	Payments & Other Credits \$0.00	Purchases & Other Charges \$1,384.71	Cash Advances \$0.00	Total Activity \$1,384.71
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/21	02/23	PBUS01	24036285052714006664988	BOOKING.COM 147-036-3250 NY	\$117.34
02/28	02/28	PBUS01	24036285052742079217932	BKG*BOOKING.COM HOTEL 147-036-3250 NY	\$469.37
03/12	03/13	PBUS01	24226385072007685158157	WAL-MART #0827 CANTON TX	\$798.00

Cardholder Account Summary

KEVIN N JOHNSON	Payments & Other Credits \$0.00	Purchases & Other Charges \$550.03	Cash Advances \$0.00	Total Activity \$550.03
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/20	02/20	PBUS01	24692165051101975744895	AMAZON MKTPL*9F7UQ 15X3 Amzn.com/bill WA	\$29.58
03/05	03/06	PBUS01	24601975064263516168862	TEXAS WATER UTILITIES AS 512-459-3124 TX	\$405.00
03/08	03/09	PBUS01	24122595066018013142794	DANIEL BOONES GRILL & TAV TYLER TX	\$33.13
03/10	03/10	PBUS01	2401134506500003733899	AMAZON RETA* M124LB NP3 WWW.AMAZON.CO.WA	\$51.42
03/11	03/12	PBUS01	24692165070109693712406	AMAZON MKTPL*WZ9759NW3 Amzn.com/bill WA	\$30.90

Cardholder Account Summary

JEFF GREEN	Payments & Other Credits \$0.00	Purchases & Other Charges \$56.99	Cash Advances \$0.00	Total Activity \$56.99
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/19	02/20	PBUS01	24445005051000625225370	FAMILY DOLLAR VAN TX	\$23.82
02/21	02/23	PBUS01	24207855052206100236015	HILLIARD HARDWARE VAN TX	\$25.49
02/24	02/25	PBUS01	24207855052202800222162	HILLIARD HARDWARE VAN TX	\$7.68

Cardholder Account Summary

SERECIA D HUFF	Payments & Other Credits \$0.00	Purchases & Other Charges \$685.35	Cash Advances \$0.00	Total Activity \$685.35
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/12	02/12	PBUS01	24692165043105530906288	AMAZON MKTPL*V58Y621N3 Amzn.com/bill WA	\$54.87
02/21	02/23	PBUS01	24692165052103287668787	AMAZON MKTPL*Z20GS1JX3 Amzn.com/bill WA	\$102.77
02/21	02/23	PBUS01	24692165052103307463581	AMAZON MKTPL*BM1989PU3 Amzn.com/bill WA	\$45.99
02/25	02/25	PBUS01	24692165056106274458968	AMAZON MKTPL*E03C84WR3 Amzn.com/bill WA	\$39.95
02/25	02/26	PBUS01	24692165056106913500130	AMAZON MKTPL*OG7OY9F93 Amzn.com/bill WA	\$102.77
02/25	02/26	PBUS01	24436545057055556060725	SOCIETYFORHUMANRESOURCE 800-2837476 VA	\$299.00
02/27	02/27	PBUS01	24793385058002361207064	East Texas Human Resour Longview TX	\$40.00

Cardholder Account Summary

JEFF HUDGENS	Payments & Other Credits \$0.00	Purchases & Other Charges \$411.41	Cash Advances \$0.00	Total Activity \$411.41
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/14	02/17	PBUS01	24251385047018015294968	SUPERIOR FIREARMS TYLER TX	\$122.39
02/22	02/23	PBUS01	24226385054007106522918	WAL-MART #0827 CANTON TX	\$99.20
02/21	02/24	PBUS01	24733345054017026571614	SWPS/SOUTHWEST PUBLIC 210.590-8363 TX	\$220.82

Cardholder Account Summary

MARILYN WILLIAMS	Payments & Other Credits \$0.00	Purchases & Other Charges \$884.61	Cash Advances \$0.00	Total Activity \$884.61
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Cardholder Account Detail

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/18	02/19	PBUS01	24455015049141008264288	SAMSClub #8284 TYLER TX	\$297.60
02/19	02/20	PBUS01	24692165050101742558603	LOWES #01801- GUN BARREL CITX	\$369.54
02/19	02/20	PBUS01	24207855050201700169023	HILLIARD HARDWARE VAN TX	\$72.98
02/20	02/21	PBUS01	24207855051203900179975	HILLIARD HARDWARE VAN TX	\$14.67
02/21	02/23	PBUS01	24207855052206100236264	HILLIARD HARDWARE VAN TX	\$63.43
02/21	02/23	PBUS01	24207855052206100236858	HILLIARD HARDWARE VAN TX	\$36.45
03/03	03/04	PBUS01	24207855062208500233715	HILLIARD HARDWARE VAN TX	\$29.94

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!

THE TOTAL FINANCE CHARGE PAID ON YOUR ACCOUNT DURING THE PAST YEAR WAS \$0.00.

ScoreCard Bonus Points Information as of 03/12/2025

SCORECARD	Beginning Balance	Points Earned	Points Adjusted	Points Redeemed	Ending Balance
	137,158	3,279	0	0	140,437

Finance Charge Summary / Plan Level Information

Plan Name	Plan Description	FCM ¹	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
Purchases									
PBUS01 001	PURCHASE	G	\$0.00	1.05000%(M)	12.6000%	\$0.00	\$0.00	0.0000%	\$3,973.10
Cash									
CBUS01 001	CASH	A	\$0.00	1.05000%(M)	12.6000%	\$0.00	\$0.00	0.0000%	\$0.00

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

** Includes cash advance and foreign currency fees

¹ FCM = Finance Charge Method

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

Days in Billing Cycle: 31

APR = Annual Percentage Rate



DATA SHEET
AGENDA ITEM NO. VI.A.

Meeting Date: April 10, 2025

Department:

Administration

Agenda Item:

Information and Discussion on enforcement and revision of City Code Of Ordinances on Signage, Outdoor Storage and Screening.

Background:

Request to possibly revise or remove sections of code of ordinances and/or zoning ordinance.

Financial Impact:

Recommendation:

For more information, please contact City Hall at (903) 963-7216.

Sec. 36.039 Screening device requirements

(a) Description of required screening devices.

(1) A screening device required under this article in multi-family or industrial districts must meet the following minimum requirements and be measured from the average grade of the property:

(A) Minimum height of screening device:

- (i) Garbage, trash or refuse container screening: 6' 0".
- (ii) Screening of outdoor storage: 6' 0".
- (iii) Multifamily and industrial districts: 6' 0".
- (iv) All other required screening: 6' 0".
- (v) Where a screening device is constructed, placed or planted on uneven terrain there shall be no gap under the device, and the device must be composed of the same material throughout.

(B) Maximum height of screening device excluding barbed wire strands:

- (i) Screening of outdoor storage: 6' 0".
- (ii) Industrial districts and industrial "PD" districts: 6' 0".
- (iii) All other non residential districts: 6' 0".

(C) Materials options for nonresidential areas:

- (i) Brick masonry, stone masonry, or other architectural masonry finish. (No thin-wall masonry allowed; "thin wall" is defined as any wall 6" or less in width);
- (ii) Tubular steel (primed and painted) or wrought iron fence with masonry columns spaced a maximum of 20' on center with structural supports spaced every 10', and with sufficient evergreen landscaping to create a screening effect;
- (iii) Living plant screen (only upon approval by the planning and zoning commission through the site plan process); or
- (iv) Alternate equivalent screening (only upon approval by the planning and zoning commission through the site plan process).

(2) All required screening devices must be equally finished on both sides.

(3) All openings in the surface for passage must be equipped with gates equal in height and screening characteristics specified above, but need not be of the same material as the main fence or wall.

(4) If a living plant screen is approved by the planning and zoning commission, the plant materials must be a minimum of three feet at time of planting.

(5) Prior to the issuance of an occupancy permit, all approved screening devices must be in place.

(6) All screening devices must be permanently and continually maintained in a neat and orderly manner as a condition of use. The occupancy permit may be revoked by the chief building official for failure to adequately maintain such screening device.

(b) Applicability.

(1) Screening devices must be placed and maintained in the following locations:

(A) Along any property line or district boundary between any single-family detached or attached or any two-family use and any multiple-family, mobile home park, or nonresidential use, but not across a dividing street between such uses. An alley shall not be considered a dividing street for purposes of this section. The more intensive use shall have the responsibility for providing and maintaining the screening device.

(B) Along any property line or district boundary between any multiple-family use and any nonresidential use, but not across a dividing street between such uses. An alley shall not be considered a dividing street for purposes of this section. The more intensive use shall have the responsibility for providing and maintaining the screening device.

(2) All allowed open storage of materials, equipment, or commodities shall be screened from view from all streets. Materials, equipment, or commodities shall be stacked no higher than one foot below the top of the screening device or visual barrier.

(3) Garbage, trash, or refuse containers shall be screened on all sides. Screening materials shall be masonry and the same color as the exterior walls of the main structure. A solid metal gate shall be provided. Garbage, trash, or refuse containers shall not be located in front of the main building unless no other option is available. Gates shall be kept closed except when in use for access.

(4) All wrecking yards, junkyards, or salvage yards shall be fenced on all sides and shall be screened from view from the public right-of-way and from adjacent residential property.

(5) Display of new vehicles, or used vehicles not defined as junked vehicles under the ordinances of the city or laws of the State of Texas need not be screened if they are, in the opinion of the chief building official, maintained in a neat and orderly manner.

(6) Landscaping standards for parking lots shall also apply to vehicle display lots, except that minimum screening height for vehicle display lots shall be one and one-half feet (1-1/2').

(7) Mechanical and heating and air conditioning equipment in nonresidential and multifamily uses shall be screened from view from the public right-of-way and from adjacent residential property.

(8) At motor vehicle service or repair facilities, vehicles awaiting repair for more than 24 hours or after the close of business shall be screened from view from public right-of-way and from adjacent residential property.

(9) Service bays in any business/commercial PD (planned development) shall be oriented away from the street frontage.

(c) Screening elements and fences. In order to provide maximum safety to pedestrians and motorists at intersections and at ingress and egress points from public streets, highways, and alleys to private property; to conserve and protect the value of adjacent land and buildings; to protect aesthetic views and vistas; to secure hazardous areas from unauthorized entry; to contain livestock and other agricultural activities; and to screen and protect permitted outside materials storage areas, the following regulations are prescribed for the location, type, and height of regulated required and non-required screening elements and fences. Single-family homes, two family homes and townhouses do not require screening. The terms "screening element" and "fence" as used herein are defined in section 36.004. If screening fences are constructed the following rules apply:

(1) Solid fences shall not be allowed in the required front yard in any district.

(2) No fence shall exceed 48" height in the required front yard in any district.

(3) No fence shall be allowed in the required right-of-way.

(4) Fences shall be constructed and be consistent with buildings and fences in the area.

(5) In residential areas, barbed wire, razor wire, electrified fencing or other hazardous material shall not be allowed in the construction of fencing.

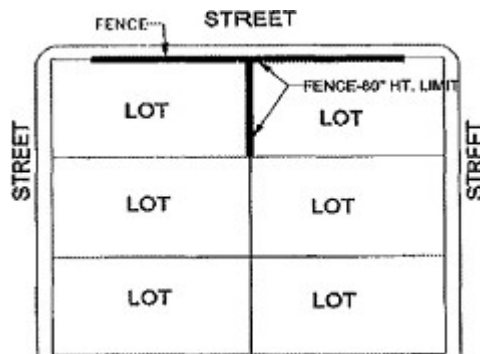
(6) No fence constructed in such a manner that it may conduct electrical current may be allowed in any but an agricultural zoning district.

(7) In no event shall barbed wire be permitted, except on arms in industrial zoning districts.

(8) Corner lots.

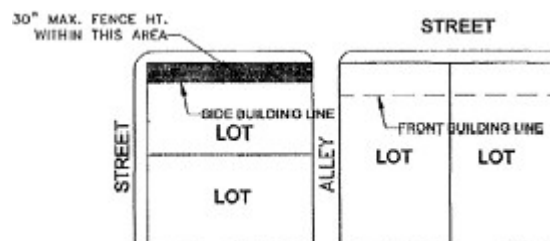
(A) On all corner lots in residential districts which have opposing rear lot lines, fences may be constructed not to exceed 80 inches in height along the side and rear yard lines, as indicated in figure 1 below and made a part of this section.

FIGURE 1



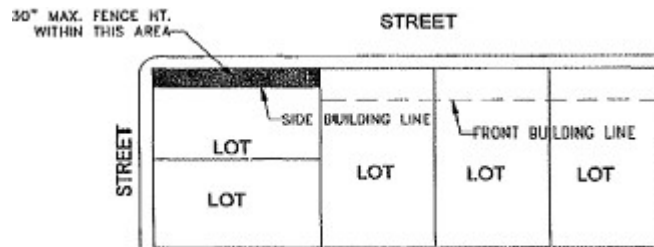
(B) On all corner lots in residential districts where the rear lot line is opposed to a side lot line across an alley from such side lot line, no fence exceeding 30 inches in height shall be constructed upon or within the side yard which is next to the street at a distance from the side building line greater than the minimum side yard requirement, as indicated in figure 2 below hereto and made a part of this section.

FIGURE 2



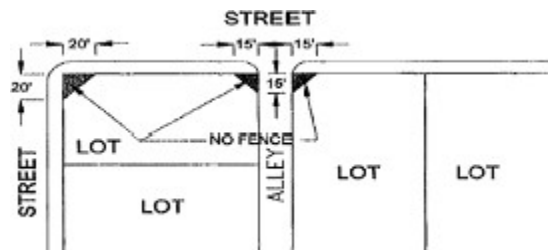
(C) On all corner lots in residential districts where the rear lot line is opposed to a side lot line of an adjoining lot, no fence exceeding 30 inches in height shall be constructed between the side of the building line and the side yard line which is next to the street, as indicated in figure 3 below and made a part of this section.

FIGURE 3



(D) No fence shall be constructed in the triangle formed by measuring 20 feet back from the intersection of two streets or 15 feet back from the intersection of a street and an alley as illustrated in figure 4 below and made a part of this section.

FIGURE 4



(E) On a corner lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially impede the vision or in any way create a traffic hazard to motorists entering or exiting any public highway, street, alley or private street or driveway from or to adjacent private property.

(F) On an interior lot in any district, nothing shall be erected, placed, planted, or allowed to grow in such a manner as to materially impede the vision or in any way create a traffic hazard to motorists entering or exiting any public highway, street, alley, or private street or driveway from or to adjacent private property.

(9) Every fenced enclosure constructed under the provisions of this section shall have at least one gate in its perimeter.

(10) All fences constructed under the provisions of this section shall be maintained so as to comply with the requirements of this section at all times. The director of development services, building official, or code official may order the repair or removal of a fence if it is more than 5%

damaged or leaning 10 degrees from vertical. Fences shall be repaired in compliance with the provisions of this section.

(11) No fence, plant, building or other structure shall be located or illuminated in such a manner as to obscure or otherwise interfere with the effectiveness of an official traffic sign, signal or device or so as to obstruct or interfere with the sight lines for traffic of a driver of any approaching, emerging or intersecting traffic or so as to prevent any traveler on any street in use by the public from obtaining a clear view of approaching vehicles for a distance of 150 feet along a street in use by the public.

(12) A masonry wall having a minimum height of six feet above the average grade of the residential property shall be constructed on nonresidential property adjacent to the common side or rear property line.

(13) No fence in a residential district shall exceed eight feet in height, measured from the adjacent grade line.

(14) Residential districts - General.

(A) Screening elements and fences if built shall be restricted to a maximum height of eight feet, measured from the adjacent grade line, except as otherwise allowed.

(B) Nonresidential uses in a residential district shall be suitably screened from view, to a height not less than six feet of any adjacent residential lot or dwelling use along the side and rear property lines of such nonresidential use. Said screening requirements shall not be mandatory for public schools, parks or churches, except where a parking lot or active outdoor intensive use area (such as a playground) is adjacent to a residential lot or dwelling. Off-street loading areas of any nonresidential use shall be screened from view of

any residential dwelling or lot or of any other adjacent public or semi-public land use.

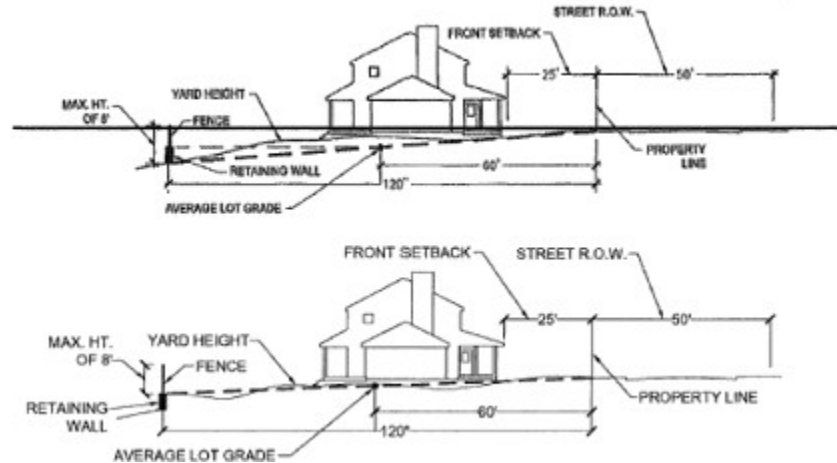
(C) Where a multifamily use abuts a one- or two-family district, the side and rear property lines of said multifamily [use] or district shall be suitably screened from view, to a height not less than eight feet of any adjacent dissimilar residential dwelling or lot.

(D) Garbage, refuse, and trash collection/storage areas in any multifamily development or other nonresidential use permitted in a residential district shall be enclosed on at least three sides, by a dense screening element to adequately screen such area from view of the surrounding area.

(E) No screening element comprised of brick, masonry, concrete, or solid metal shall be erected or placed which would interfere with the installation or maintenance of any public utility line, service, or drainage way, within the easements reserved therefor.

- (F) Residential fencing requirements:
- (G) Fences shall have a maximum height of 8'.

FIGURE 5



(ii) Materials. Brick, stone, masonry, vinyl materials or a combination with columns every 8'. Vinyl materials cannot be used in multifamily areas. No thin-wall masonry walls are allowed unless constructed with brick, stone or other approved masonry units and supported by angle iron with masonry columns on piers. All thin-wall plans shall be sealed by a professional engineer and approved by the city. "Thin wall" is defined as any wall 6" or less in width.

(15) Nonresidential districts - General.

(A) Where a nonresidential use abuts a residential lot, use or district, the side and rear property lines abutting said residential lot, use, or district shall be suitably screened by the nonresidential use so as to obscure the view from the residential lot, use or district to the nonresidential use to a height not less than six feet.

(B) Where a district boundary separating a residential district from a nonresidential district is along a street or alley, and an automobile parking lot or parking area is located in the front yard of the nonresidential use, then said parking lot or parking area facing the residential lot, use, or district shall be suitably screened to a height of not less than three and one-half feet.

(C) Where garbage, refuse, and trash collection/storage is permitted and the screening thereof is required, then such screening shall be provided around the exposed perimeter thereof of not less than seven feet in height.

(D) In all districts where open storage is permitted and the screening thereof is required, then such screening shall be provided around the exposed perimeter

thereof of not less than eight feet in height.

(E) Off-street loading areas shall be adequately screened from view of any residential dwelling or of any other adjacent residential land use.

(F) No screening element comprised of brick, masonry, concrete, or solid metal shall be erected or placed which would interfere with the installation or maintenance of any public utility line, service, or drainage way, within the easements reserved therefor.

(G) All required screening elements shall be permanently and adequately maintained by the nonresidential property owner.

(16) Barbed wire fences.

(A) Barbed wire fences used in conjunction with permitted agricultural and related activities are permitted without restrictions, but are expressly prohibited in all other districts except as provided below.

(B) Barbed wire strands may be placed on top of permitted fences and screening elements in any district for the purpose of security from theft, entry, and hazard around public utility substations and uses of a similar nature, provided the top strand is not higher than 12 [feet] nor the bottom strand lower than eight [feet] from the adjacent grade line.

(17) Variances. A variance from the regulations in this article may be recommended by the planning and zoning commission to the city council for final approval only if:

(A) Unique circumstances exist on the property that make application of specific items in this article unduly burdensome on the applicant;

(B) The variance will have no adverse impact on current or future development;

(C) The variance is in keeping with the spirit of the zoning regulations, and will have a minimal impact, if any, on the surrounding land uses;

(D) The variance will have no adverse impact on the public health, safety, and general welfare;

and

A financial hardship shall not be considered a basis for the granting of a variance

ARTICLE VII. OUTSIDE STORAGE

Sec. 12-341. Definitions.

For the purposes of this article, the following terms shall have the meanings herein described:

Debris. The scattered remains of something broken or destroyed.

Front yard. An open space unoccupied by a principal structure on a lot facing a street, extending across the full width of the front of a lot between the side lot lines and in front of the front-most corners of the principal structure, and including any unenclosed portion of a front porch, carport, portico, or other unenclosed structure located beyond the front face of the principal structure.

Outside storage. The outside placement of an item for a period in excess of 72 hours during a 12-month period.

Prohibited outside storage. The outside placement of any of the following items:

- (1) Debris, rubbish, or trash as defined herein or in section 12-131 of this Code;
- (2) Broken, inoperable, or discarded merchandise, household furnishings, appliances, machines, tools, boxes and cartons, lawn maintenance equipment, play equipment, toys, and broken, inoperable, or discarded items;
- (3) Used or discarded building materials;
- (4) Old tires, batteries, used oil, automobile parts, engine parts, or scrap metal;
- (5) Any tire, whether new or used, without wheels or other inserts, if stored in an area subject to possible exposure to rain, irrigation, or any other source of water;
- (6) Waste of mills or factories;
- (7) Wet, broken, or leaking barrels, casks, or boxes or broken, empty or otherwise discarded palettes; or
- (8) Any other item or material which is not designed or manufactured for outside use or storage.

Rear yard. An open space unoccupied by a principal structure extending for the full width of the lot between the principal structure and the rear lot line, and behind the back-most corners of the building line of the principal structure.

Right-of-way. That area of land designated by plat or other document for public use, access and travel, including that area between the property line and the curb or street edge.

Setback. The distance between a structure and a property line, natural feature, road right-of-way, or other improvements.

Side yard. An open space unoccupied by a principal structure, situated between the building and the side line of the lot, and extending through from the front yard to the rear line of the lot, including any unenclosed portion of a side porch, carport, portico, or other unenclosed structure located beyond the side of the principal structure. Any lot line not a rear line or a front line shall be deemed a side line.

Vacant lot. Any lot, parcel, or tract which contains no structures.

(Ord. No. 0509-2013, 5-9-2013)

Sec. 12-342. Nuisance declared.

Prohibited outside storage as defined herein is hereby declared a public nuisance.

(Ord. No. 0509-2013, 5-9-2013)

Sec. 12-344. Outside storage in Retail Business District (C-1), General Commercial District (C-2), Manufacturing District (M).

- (a) It shall be unlawful for any person to maintain, conduct, allow or permit, any prohibited outside storage on property located in a zoning district referenced in this section.
- (b) Outside storage of items, other than prohibited outside storage shall comply with the following:
 - (1) Outside storage of merchandise, goods, products or equipment may not be located on property such that it impedes pedestrian or vehicular traffic or obstructs pedestrian visibility or motor vehicle visibility.
 - (2) Outside storage of merchandise, goods, products or equipment may not be located within a fire lane.
 - (3) No area used for the outside storage or display of merchandise, goods, products or equipment shall be located within 25 feet of any adjacent residentially zoned property which is used for residential purposes.
 - (4) No area designated for off-street parking may be used for outside storage or display of merchandise, goods, products or equipment.
 - (5) All city fire, building, and other codes shall be strictly complied with.
- (c) With the exception of those items which constitute a public health or safety hazard, the prohibition against outside storage shall not apply to outside storage by a person engaged in the business of dealing in junk, scrap or salvage who is otherwise in compliance with the comprehensive zoning ordinance and other applicable laws.
- (d) It shall also be unlawful for a person to store any merchandise, goods, products or equipment outside in the front, side or rear yard of any property in the Retail Business District area of the City of Van, Texas.
- (e) In the case of furniture, that such furniture is designed and constructed for outside use, and further, that such furniture is in good condition and is not deteriorated, that such furniture relates to the nature of the business, such as tables for a restaurant, and is not located in a manner which impedes pedestrian or vehicular traffic.
- (f) Outside display of goods or merchandise for sale is allowed only in the immediate vicinity of the storefront, may not project out to such an extent on the sidewalk that the display interferes with pedestrian or vehicular traffic, and may not be left out during hours when the store is closed.

(Ord. No. 0509-2013, 5-9-2013)

Chapter 25 SIGNS

Sec. 25-1. Regulations established.

The regulations established in this section are intended to provide minimum standards to safeguard life, property, and public welfare, and to regulate and control the use, materials, construction, location, number, maintenance, and the permitting of certain on-site signs and sign structures. In addition, the ordinance codified in this chapter is intended to enhance the beauty of the city by limiting visual clutter. The provisions of this chapter are not intended to permit a violation of any provision of any other ordinance or federal or state law.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-2. General standards.

- (a) *Height of signs:* Sign height shall be measured from ground level at the base of the sign to the highest part of the sign.
- (b) *Building and electrical codes applicable:* All signs must conform to the regulations and design standards of the building code and other ordinances of the City of Van. Wiring of all electrical signs must conform to the electric code of the City of Van.
- (c) *Illumination of signs:* Signs shall be designed, located, shielded, and directed to prevent the casting of glare or direct light from artificial illumination upon adjacent public right-of way and surrounding property.
- (d) *Requirement to repair:* Whenever a sign is damaged by wind, is inadequately maintained, is of faulty construction, or is damaged by any other cause, it shall be considered a public nuisance and the owner shall be required to repair such sign to its original condition or, at the owner's election, such sign shall be removed. A sign which has been permitted to remain in place as a nonconforming use shall be removed when the sign, or a part of it, is blown down or otherwise destroyed or dismantled for any purpose other than maintenance operations or for changing the letters, symbols, or other material on the sign. For purposes of this chapter, a sign or a substantial part of it is considered to have been destroyed if the cost of repairing the sign is more than 50 percent of the cost of erecting a new sign of the same type at the same location.
- (e) *Placement of signs:* No sign may be erected or placed on public right-of-way. Any signs so erected or placed may be removed by the designated official without notice. No sign may be erected or placed on vacant lots or tracts unless written permission has been given by the property owner and such documentation is provided to the designated city official.
- (f) *Visual obstruction:* No sign shall, as determined by the city marshal/code enforcement be erected which constitutes an obstruction of view to operators of motor vehicles on public streets or entering such streets from private property.
- (g) *Visibility triangle:* No permanent or temporary sign shall be located to block visibility at any intersection of public roadways or intersection of public roadway with a private drive.
- (h) *Noncommercial messages:* Any sign authorized in this chapter is allowed to contain a noncommercial message in place of any other authorized message.
- (i) *Authority to enforce:* The city marshal/code enforcement is hereby authorized and directed to enforce the provisions of this chapter and may order the removal of any sign erected or maintained in violation of this

chapter. He shall give 30 days' notice in writing to the owner of such sign or of the building, structure or premises on which such sign is located, to remove the sign or to bring it into compliance. He may remove a sign at cost to the owner, immediately and without notice, if, in his opinion, which shall be final, the sign presents an immediate threat of danger to the safety of the public.

- (j) *Abandoned signs:* A sign shall be deemed abandoned when use of the sign ceases for a period of six months. All abandoned signs and their supports shall be removed upon notice from the city, within 30 days upon notice. All damaged signs shall be repaired or removed within 30 days, upon notice from the city.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-3. Permanent signs table.

No permanent sign shall be erected, placed, displayed or located except in accordance with the following table:

TYPE OF SIGN	DISTRICTS PERMITTED	MAXIMUM AREA	MAXIMUM HEIGHT	NUMBER OF SIGNS	REQUIREMENTS/SETBACK
Primary Wall (Attached)	Nonresidential "C1", "C2" and "I"	10% of primary wall area only	200 s.f. maximum top of parapet wall or roof eave height	Signage area can be composed of multiple signs	Only on 2 walls and no rear walls
Secondary Wall (Attached)	Nonresidential "C1", "C2" and "I"	50% of allowed primary wall sign area	100 s.f. maximum top of parapet wall or roof eave height	1 sign per secondary wall only	On 2 walls and no rear walls
Pole and Pylon	All nonresidential uses and zoning districts except the MU district	Max. 300 sq. ft.	St., Hwy max. 200 sq. ft. all others min. 30' All locations 10' minimum from bottom of sign to ground	One sign per premises or per street frontage	Cannot be used with any other sign on premises Min. 50' from adjacent premises 10' any part of sign
Individual Freestanding Monument	Nonresidential "C1", "C2" and "I"	80 s.f.	8 ft.	2 freestanding signs per street frontage 4 maximum	Only monument signs, no pole signs 10' any part of sign.

Multi-tenant Freestanding Monument	Nonresidential "C1", "C2" and "I"	32 s.f. per business	25 ft.	1 freestanding sign per street frontage 2 Mmximum	Only monument signs, no pole signs
Canopy sign (covering gas pumps, drive thru lanes or parking areas)	Nonresidential "C1", "C2" and "I"	32 s.f.	Top of canopy fascia	On 2 sides of canopy only	Canopies not considered separate buildings for signage purposes
Multifamily Entry Monument	Multifamily: "MF" districts	80 s.f.	7 ft.	1 per entrance	Lighting allowed
Subdivision Entry Monument	Residential: "SF-12", "SF-7", "MU" and "MH"	50 s.f. each	7 ft.	1 pair per "main" entrance	Lighting allowed
Reader Board	Nonresidential "C1", "C2" and "I"	50 s.f.	7 ft. for freestanding, or on wall or face of primary structure	1 per premises	Lighting allowed and movable letters allowed

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-4. Temporary signs table.

No temporary sign shall be erected, placed, displayed or located except in accordance with the following table:

TYPE OF SIGN	DISTRICTS PERMITTED	MAXIMUM AREA	MAXIMUM HEIGHT	TIME LIMIT	REQUIREMENTS
Horizontal Banner	Nonresidential "C1", "C2" and "I"	50 s.f.	Highest point of roof	Attached to building 20 days per year	Only one allowed No lighting
Vertical Banner	Nonresidential "C1", "C2" and "I"	32 s.f.	25 ft. max., 6 ft. min. to bottom of vertical banner	20 days per year	50 ft. min. spacing 100 ft. min. street frontage 25' min. to side property line
New Business "Coming Soon"	Nonresidential "C1", "C2" and "I"	32 s.f.	Highest point of roof	Attached to building during lease space finish out 60 day max. or 30 day max. with no finish out	1 sign per lease space, on building No lighting
New Business "Now Open"	MF-18, MF-24, Nonresidential "C1", "C2" and "I"	32 s.f.	Highest point of roof	Attached to building 30 days from C.O.	Must be affixed to store front Pennants not permissible
Balloons over 24" diameter	"MF-18", "MF-24", Nonresidential "C1", "C2" and "I"	Not applicable	50 ft.	14 days	Only during special events or grand openings Inflatable objects not permissible
Weekend Builders Advertising	All	6 s.f.	3 ft.	12 noon Friday till 12 noon Monday, except holidays	25 max. 5 ft. from curb 200 ft. or 1 block apart 40 ft. min. from intersection No lighting
Political	As permitted by applicable state law				

Church, charity and civic, On-Premises	All	32 s.f.	15 ft.	10 days prior to event and during event, 30 days max.	On private property Not on R.O.W. No lighting Removed 24 hr. after event
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TYPE OF SIGN	DISTRICTS PERMITTED	MAXIMUM AREA	MAXIMUM HEIGHT	TIME LIMIT	REQUIREMENTS
Church, charity/civic, Off-premises	All	12 s.f.	3 ft.	10 days prior event and during event, 30 days max.	On private property Not on R.O.W. No lighting Removed 24 hr. after event
U.S., Texas or Patriotic Flag	All	32 s.f.	25 ft.	Not applicable	1 per flag type No spacing requirements
Decorative Flag (color only, logo allowed, no text allowed)	"MF-18", "MF-24" and "I"	6 s.f. 25 ft. max.	6 ft. min. to bottom of flag	Not applicable	Street frontage: 0—150' 4 flags 151—200' 5 flags 201—250' 6 flags 251—300' 7 flags Over 300' 8 flags
Real Estate Land Sale	All	100 s.f.	15 ft.	Remove prior to development	1 acre min. 2 sign max. 1 sign per frontage No lighting
Residential Construction	Residential: "SF-12", "SF-7", "MU", "MH", "MF-18" and "MF-24"	100 s.f.	15 ft.	Till project 80% complete	1 sign per major existing street frontage No lighting
Multifamily Units for Rent or Lease Banner	"MF-18", "MF-24"	32 s.f.	Highest point of roof on building, or 15 ft. max. for	60 days per year, in 10-day periods	1 per street frontage maximum 2 No lighting

			freestanding signs		
New Commercial Building	Nonresidential "C1", "C2" and "I"	100 s.f.	15 ft.	Till 80% complete	1 sign per major ex. street frontage Lighting allowed
Portable	Nonresidential "C1", "C2" and "I"	25 s.f.	side 8 ft. from ground at base of sign 80 ft. from any other portable sign	15 day max. display with 90 days between display	

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-5. Prohibited signs.

The following signs are prohibited from installation, construction, repair, alteration, or relocation within the city, except as otherwise permitted in this chapter:

- (1) Roof signs.
- (2) Unless permitted, portable signs, "A" frame signs, or sandwich board signs except as used by agencies and departments of the City of Van for public service/safety announcements or information and then only with the approval of the mayor or his/her designee.
- (3) Moving, flashing, animated, or rotating signs, signs with moving lights, or signs which create the illusion of movement, except for reader boards which convey a message.
- (4) Signs placed on or affixed to vehicles and/or trailers which are parked on a public right-of-way, public property, or private property so as to be visible from a public right-of-way where the apparent purpose is to advertise a product or direct people to a business or activity located on the same or nearby property. However, this does not prohibit signs placed on vehicles and trailers that are incidental to the primary use or ownership of the vehicle or trailer as transportation.
- (5) Signs attached to utility poles or other surfaces which are not the property of the utility or serve a public purpose located within a public right-of-way or easement.
- (6) Permanent off-premises signs, as defined by the Highway Beautification Act.
- (7) Off-premises signs: Off-premises signs shall be prohibited in the City of Van, with the exception of builder's directional signs or instructional signs, when written permission has been given by the property owner and such documentation is provided to the designated city official.
- (8) Painted signs: No sign shall be permitted to be painted on the wall of any building or on any part of a building.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-6. On-site signs exempt from regulation.

The following on-site signs are exempt from the provisions and regulations of this section:

- (1) *Public signs.* Signs required by governmental bodies or specifically authorized for a public purpose by any law, statute or ordinance. Such public signs may be of any type, number, area, height, location, or illumination as required by law, statute or ordinance.
- (2) *Signs on vehicles.* Signs placed on or affixed to vehicles and/or trailers where the sign is incidental to the primary use of the vehicle or trailer as transportation.
- (3) *Warning signs.* Signs warning the public of the existence of danger but containing no advertising material; to be removed within three days upon the subsidence of danger. Such warning signs may be of any type, number, area, height, location, or illumination as deemed necessary to warn the public of the existence of danger.
- (4) *Flags.* Flags of governmental entities or nonprofit organizations. Nothing in this chapter shall be construed to prevent the display of a national or state flag, or to limit flags, insignias, or legal notices, or informational, directional, or traffic signs which are legally required and necessary to the essential functions of government agencies.
- (5) *Governmental signs.* Signs of a duly constituted governmental body, including traffic or similar regulatory devices, legal notices, warnings at railroad crossings, and other instructional or regulatory signs having to do with health, hazards, parking, swimming, dumping, etc.
- (6) *Address numerals.* Address numerals and other signs required to be maintained by law or governmental order, rule, or regulation are allowed, provided that the content and size of the sign do not exceed the requirements of such law, order, rule or regulation.
- (7) *Athletic signs.* Signs used as scoreboards in athletic stadiums.
- (8) *Directional signs.* Signs which direct vehicles and pedestrian traffic, which may display arrows, words, or other symbols to indicate direction of facilities.
- (9) *Directory signs.* Signs which are located in or adjacent to entrances or foyers.
- (10) *Instructional signs.* Signs providing no advertising of any kind, which provide direction or instruction to guide persons to facilities intended to serve the public, including but not specifically limited to, the signs identifying restrooms, public telephones, public walkways, parking areas, and other similar facilities.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-7. Permit requirements.

Except as herein provided, no permanent on-site sign shall be erected, placed, displayed or located without first obtaining a sign permit from the city.

- (1) *Application for permit:* Application for a permit for a permanent sign shall be made in writing upon forms furnished by the City of Van. Such application shall contain the location by street and address number of the proposed sign, height, area, sign function, as well as the name, address and phone number of the owner and sign contractor or erector. The city marshal/code enforcement may require the filing of plans or other pertinent information which, in the city marshal/code enforcement's opinion, is necessary to ensure compliance with this chapter.
- (2) *Termination of permit:* A sign permit may be terminated in accordance with the following provisions:

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(Supp. No. 9, Update 1)

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- a. A permit shall be active for the life of the sign, as long as it is in compliance with this chapter.
 - b. A permit shall be terminated if the sign for which it has been issued has not been constructed within one year from the date of issuance.
 - c. A permit issued for any sign including its supporting structure shall automatically terminate in the event the sign shall fail and not be corrected within 60 days.
- (3) *Permit fees:* A sign permit fee shall be paid to the city in accordance with the most current fee schedule adopted by the city.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-8. Nonconforming on-site signs.

Any existing on-site sign that does not conform to the regulations stated herein shall be deemed a nonconforming sign and shall be subject to the provisions of nonconforming uses, as provided in the City of Van Zoning Ordinance. It is the declared purpose of this section that nonconforming signs and signs directing attention to nonconforming uses eventually discontinue and the signage comply with the regulations stated herein, having due regard for the investment in such signs.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-9. Removal of nonconforming on-site signs.

The city council may order nonconforming on-site signs which: (1) are permanently affixed to the ground on the effective date of the ordinance from which this article derives; (2) were erected in conformity with city ordinances in effect at the time of their erection; and (3) remain in place after six months from the effective date of the ordinance from which this chapter derives, to be removed upon and subject to compliance with V.T.C.A., Local Government Code ch. 216.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-10. On-site signs for a nonconforming use.

Any lawfully existing nonconforming use or building may erect and maintain a sign in accordance with the regulations contained herein.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-11. Meritorious exceptions and appeals.

- (a) Generally, it is not the intention of these criteria to discourage innovation. It is entirely conceivable that signage proposals could be made that, while clearly nonconforming to this chapter and thus not allowable under these criteria, have obvious merit in not only being appropriate to the particular site or location, but also in making a positive contribution to the visual environment.
- (b) Upon request of an interested party, the city council, upon recommendation by the planning and zoning commission, shall hear and shall seriously and fairly consider a request for a meritorious exception under this section.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-12. Prohibition.

All on-site signs not specifically authorized herein are prohibited. The city marshal/code enforcement shall have the authority to remove any sign in violation of this chapter which is not permanently affixed to the ground on the effective date of this chapter.

(Ord. No. 0410-2014, **4-10-2014**)

Sec. 25-13. Signage definitions.

For the purposes of this chapter, the following definitions shall apply:

Area of sign. The total area within the extreme rectangular perimeter of the attraction area intended to draw attention to the sign. Supporting structures shall not be included in calculations. The area of the sign with two faces, approximately opposed, shall be that of the larger face if such condition prevails; but, if the angle between the panes of the opposing faces exceeds 30 degrees, the total area of both faces shall be considered the sign area. For multi-sided or circular signs, the calculation shall include all of the projected area.

Awning. An architectural projection which provides weather protection, identity, or decoration, and is supported by the building to which it is attached. It is composed of a lightweight rigid or retractable skeleton structure over which another cover is attached, which may be of fabric or other material. Such sign may be raised or retracted to a position against the building, and may be illuminated.

Banner. A sign made of paper, plastic, or fabric, with or without a frame, containing characters, letters, illustrations, or ornamentations applied to paper, plastic, or fabric. Banner does not include a flag.

Billboard. A sign which directs attention to a business, person, organization, activity, event, place, commodity, product, or service conducted, sold, or offered at a location other than the premises on which the sign is located.

Builder's directional sign. A temporary sign which provides direction or instruction to guide persons to sites where new homes are under construction, usually off-premises.

Canopy. A structure made of metal or other material with a frame supported by either one or more columns or the building to which it is accessory, and which is open on two or more sides.

Construction sign. A temporary sign identifying individuals or companies involved in design, construction, wrecking, financing, or improvements of the premises where work is under construction.

Directional sign. A pole or ground sign that directs vehicular traffic. The sign may display arrows, words, or other symbols to indicate direction of facilities. No goods or services for sale may be listed.

Directory sign. A sign which indicates the name and/or address of the tenants or occupants, the address of the premises, and/or identification of any business or occupation which may exist on the premises.

External illumination. Illumination of a sign by an artificial source of light which is not contained within the sign itself.

Flag. Any fabric containing distinctive color, pattern, or symbols, used as a symbol of a government, political subdivision, nonprofit organization, or corporation that is flown from flagpoles.

Flashing sign. An illuminated sign on which the artificial source of light is not maintained stationary or constant in intensity and color at all times when the sign is illuminated. For the purpose of this chapter, any moving illuminated sign affected by intermittent lighting shall be deemed to be a flashing sign.

Gross surface area. The area of the smallest rectangle enclosing the extreme limits of characters, lettering, illustrations, ornamentation, or other fixtures, material, or color forming part of the sign. Structural supports bearing no sign copy shall not be included in gross surface area; however, if any portion of the required structural supports becomes enclosed for decorative or architectural purposes, that portion will be included in the total gross surface area of the sign. Gross surface area shall be measured on one side only of a two-faced (back to back) sign carrying the same image and message on both faces. Two-faced signs carrying different messages and images on each side shall be considered as separate signs.

Ground sign. A sign not wholly supported on a building by two or more columns, poles, uprights, or braces which has its main supporting structure depending on the ground for attachment.

Illuminated sign. A sign which has characters, letters, figures, or designs illuminated by electric lights, luminous tubes, or other means that are specifically placed to draw attention to, or provide night time viewing of, the subject matter on the sign face.

Illumination, external. Lighting by means of an unshielded light source (including neon tubing) which is effectively visible as an external part of the sign.

Illumination, internal. Lighting by means of a light, which is within a sign having translucent background, silhouetting opaque letters, or designs, on which letters or designs are placed, which are themselves made of translucent material.

Incidental signs. Small signs of a noncommercial nature, intended primarily for convenience of the public. Included are signs designating restrooms, address numbers, hours of operation, entrances to buildings, directions, help wanted, public telephones, and so forth.

Inflatable sign. Any display capable of being expanded by air or other gas and used on a permanent or temporary basis to advertise a product or event.

Instructional sign. A sign limited to directional messages, principally for pedestrian and vehicular traffic, such as one-way, entrance, and exit.

Logo. Any design or insignia of an organization, individual, company, or product which is commonly used in advertising to identify that organization, individual, company or product.

Marquee. Any hood or awning or permanent construction projecting from the wall of a building or other structure containing either permanent or changeable advertising.

Menu board. A sign displaying the menu for a drive-up window for a food establishment.

Monument sign. A permanent ground sign generally constructed out of brick, stone, or cast concrete supported on a concrete foundation across the entire base of the structure.

Moving sign. A sign which revolves, rotates, swings, undulates, or otherwise attracts attention through the movement of parts or through the impression of movement, including automatic electronically controlled copy changes, but not including flags, banners or pennants.

Nameplate sign. An on-premises, non-illuminated sign identifying only the name, address and/or profession of the occupant of the premises on which the sign is located.

Off-premises sign. A sign which directs attention to a business, person, organization, activity, event, place, commodity, product or service not conducted, sold, or offered upon the premises on which the sign is located.

On-premises sign. A sign which promotes or advertises a business, person, organization, activity, event, place, commodity, product, or service which is conducted, sold, or offered upon the premises where the sign is located.

Pennant. A wind device usually made of lightweight plastic, fabric, or other material whether or not containing a message of any kind, usually triangular in shape and attached to a single cord.

Permanent sign. A sign which is fixed in nature that is erected, affixed, or maintained on a premises for a period of time which is regulated by Table 1, Schedule for Permanent Signs (section 25-3).

Pole sign (also called pylon sign). A freestanding ground sign supported by one or more poles, columns, uprights, or braces placed in or upon the ground and having no guys or braces to the ground or to any other structure.

Political sign. A temporary sign, that contains primarily a political message pertaining to any national, state, county, or local election that supports or opposes an announced candidate, political party, or issue of political significance. Such sign shall be governed solely by applicable state laws. "Political sign" does not include a sign, including a billboard, that contains primarily a political message on a temporary basis and that is generally available for rent or purchase to carry commercial advertising or other messages that are not primarily political.

Portable sign. Any temporary sign supported by the ground but not attached to the ground, which can be regularly moved from a location at periodic intervals, and which is located upon the premises where the business, profession, activity, commodity, service, or entertainment referred to by the sign is located. The term "portable sign" shall include the following: a sign which is mounted on a trailer or wheels or is part of a trailer and by its design can be towed from one location to another by the use of attached wheels or by attaching an axle to existing mounts; an "A-frame" type sign; a sign affixed by pole or poles to a portable base made of wood, metal, or concrete; a sign suspended or attached to a stand with an inverted "T" base; and any sign that the base is inserted into a sleeve mounted or driven into the ground, which can be easily extracted from said sleeve by simply lifting or removing bolts.

Premises. A lot or tract, or a combination of contiguous lots or unplatted tracts if the lots or tracts or combination are under a single ownership and are reflected in the plat or deed records of Van Zandt County. Multi-tenant locations shall be considered as being one premises.

Projecting sign. A sign suspended from a building or structure and projecting out therefrom more than one foot.

Pylon sign. See pole sign.

Qualified street frontage. The width of property along the street of a commercial or industrial development which bears the address of the property.

Reader board sign. A sign comprised of non-permanent letters, numerals, or symbols which may be changed by adding, removing, or rearranging the letters, numerals or symbols, either manually or electronically.

Real estate sign. A sign relating to the sale, lease or rental of the premises upon which such a sign is placed.

Roof sign. A sign mounted upon, against, or directly above the roof or parapet line of a building or structure, or that is wholly dependent upon a building for support, and that projects above the top walk or edge of a building with a flat roof, the eave line of a building with a gambrel, gable, or hip roof, or the deck line of a building with a mansard roof.

Sandwich board sign. An advertising or business ground sign constructed in such a manner as to form an "A" or a tent-like shape, hinged or not hinged at the top, each angular face held at an appropriate distance by a supporting member.

Search light. A large outdoor lighting apparatus used to attract attention to a business or a specific location.

Secondary sign. A sign located on premises identifying individual uses in a mixed-use multi-tenant commercial shopping center.

Sight triangle. An area of unobstructed visibility on either corner of a street and/or driveway of at least 25 feet in any direction.

Sign. Any name, number, identification, description, announcement, declaration, demonstration, device, display, flag, banner, pennant, illustration, logo, balloon, streamer, valance, advertising display, poster, beacon, light, or insignia, illuminated or non-illuminated, affixed directly or indirectly to or upon any building, window, door, or outdoor structure, which is visible to the general public and calls attention to any business, person, organization, event, commodity, object, product, service, place, or activity, including any permanently installed or situated merchandise or facsimile.

Street grade. The average elevation of the projected corners of a property, adjacent to a dedicated street right-of-way or roadway easement, the elevation of the corners being measured at the top of the curb, or the centerline of the street if no curb is present.

Suspended sign. A sign that is suspended, parallel, or perpendicular from a building wall, facade, canopy, porch or freestanding poles by means of brackets, hooks, or chains and the like.

Temporary event. An event such as a "grand opening," or a "going out of business sale" which lasts for a period of time not to exceed 60 days.

Temporary sign. A non-permanent sign designed or intended to be displayed for a short period of time erected, affixed, or maintained on a premises. Trailer and portable signs are classified as temporary signs.

Vehicular sign. Any sign, not including bumper stickers, on or in a vehicle moving along the ground or on any vehicle parked temporarily, incidental to its principal use for transportation. This definition shall not include signs which are being transported to a site of permanent erection or lettering of company vehicle that advertises only the company name, address, and/or logo, or temporary signs (with an area less than three feet) attached to vehicles which may be removed daily.

Wall sign. A sign attached or affixed to an exterior wall of a building or structure or dependent upon a building for support, with the exposed face of the sign located in a place substantially parallel to the exterior building wall to which it is attached or by which it is supported, and not extending more than 12 inches from said wall. A wall sign shall be constructed so that copy is replaced without removing the sign face from the wall. A wall sign shall not extend above the wall or parapet to which the sign is attached. For the purpose of this section, awnings, canopy fascias, mansards extending along a building side, shall be considered a part of the wall.

Warning sign. A sign containing no advertising material, warning the public of the existence of danger.

Window sign. A sign attached to, placed upon, or painted on the exterior or interior of a window or door of a building, which is intended for public viewing from the exterior of such building.

Yard sign. Any sign of a temporary nature other than a development, real estate, builders or construction sign, which includes the advertisement of a service which has been performed on-premises, or construction/repair that has been performed on-premises.

(Ord. No. 0410-2014, 4-10-2014)

Sec. 25-14. Signs at city parks.

- (a) *City athletic facilities.* Sponsorship signs for any youth athletic event and/or season held at a city park shall be allowed. Said sponsorship sign shall be allowed during the duration of the athletic event and/or season. Each sponsorship sign shall be removed within a reasonable time following said athletic event and/or season. All sponsorship signage to be placed at the Van Sports Complex shall be approved by city administrator, complex lessee or their designee, or any successor lessees.
- (b) Non-profit organizations and/or civic groups shall be allowed to place signs promoting the group's activities or matters of community interest at any city park. All such signs shall be approved by the city administrator. However, such non-profit and/or civic groups desiring to place such signage shall obtain a permit from the city secretary. There shall be no fee for the permit. A permit shall require the following information:
 - (1) Name of organization;
 - (2) Nature of the sign with sign content and dimensions; and
 - (3) Name of city park and location where the sign is proposed to be placed.
- (c) Any permit issued to a non-profit or civic group concerning a sign regulated by subsection (b) shall be valid for a period of 30 days. No more than three such permits may be issued to any non-profit or civic group during a 12-month period.

(Ord. No. 11-14-2024, § I, 11-14-2024)

Admin Report April 2025

Details will be provided regarding the following items:

- I. Republic Contract
- II. Financials
- III. FY26 Budget Status
- IV. Well #4
- V. Bond Status
- VI. Development
- VII. Animal Shelter

Greetings,

You may have been contacted by the City of Van Code Enforcement official regarding signage on your property. Signage within the City limits is subject to the Code of Ordinances, Chapter 25, which has been in effect since 2014.

At this time, we are simply conducting a survey of existing signage in place that may be in violation of this ordinance. While the code specifies the immediate removal of non-conforming signs, we are only conducting limited enforcement actions for now, focusing on certain forms of prohibited banners, derelict signs, and traffic visibility obstructions.

Moving forward, it is my intent to hold meetings with the Chamber of Commerce, Economic Development Corporation, Council Members, and local business owners to review Chapter 25 – Signage, and evaluate if the ordinance as it is currently written serves the best interests of Van, our citizens, and our local business partners. If you would like to be notified of these meetings and participate, please provide the Code Official with a reliable contact method.

I appreciate your cooperation as we strive to find a balance of visual aesthetics while allowing businesses to promote their services.

Jeff Hudgens

Interim City Manager - Van

Budgetary Item Raking Criteria

I. Availability of Funding (based on percentage of total cost)

- a. 1 – No outside funding available
- b. 2-9 some degree of outside funding: matching grants, etc.
- c. 10 – 100% Paid with outside funds or grant
- d. Rank the item on a scale of one to ten based on the availability of an outside funding source to defray the costs. The higher the percentage of outside funding available, the higher the score.

II. Regulatory Compliance

- a. 1 – nonregulated item or project
- b. 2-9 – item needed to maintain regulatory compliance at some point in the future
- c. 10 – immediately needed to maintain compliance with state or federal regulations
- d. Rank the item based on its need to maintain compliance with some statute or regulation (Water, Safety, Financial, etc). The closer the compliance date the higher the score.

III. Replace Aging Infrastructure

- a. 1 – not needed anytime soon
- b. 2-9 Will need to replace in ## years (the sooner needed the higher the score)
- c. 10 - Needed immediately

IV. Contribute to Commercial Growth

- a. 1 – No impact on commercial growth
- b. 2-9 – various degrees of impact on commercial growth (draws people, provides access, etc..)
- c. 10 – Directly responsible for increased commercial growth

V. Contribute to Residential Growth

- a. 1 – No impact on residential growth
- b. 2-9 – various degrees of impact on residential growth (provides infrastructure, develops property, etc...)
- c. 10 – Directly responsible for increased residential growth

VI. Capacity to Generate Revenue

- a. 1 – will generate no revenue, costs only
- b. 2-9 – possibility to generate revenue (property or sales tax, recuring or one time fees, utility billings)
- c. 10 – will generate significant, recurring revenue

VII. Continuity of Service

- a. 1 – not necessary to continue existing City services
- b. 2-9 – needed or desired to continue to provide current level of services to the citizens, keeping pace with growth and aging infrastructure
- c. 10 – unable to maintain current level of service without implementing this item

VIII. Quality of Life

- a. 1 – Will have no impact on citizen quality of life
- b. 2-10 – will have a varying degree on impact to citizen quality of life, enjoyment, recreation, and security

PROJECT PRIORITY RANKING

			RATINGS (1 - LOWEST, 10 - HIGHEST)								
			AVAILABILITY OF OUTSIDE FUNDING	REGULATORY COMPLIANCE	REPLACE AGING INFRASTRUCTURE	CONTRIBUTE TO COMMERCIAL GROWTH	CONTRIBUTE TO RESIDENTIAL GROWTH	CAPACITY TO GENERATE REVENUE	CONTINUITY OF SERVICE	QUALITY OF LIFE	TOTAL SCORE
	PROJECT / ITEM	ESTIMATED COST									
1	Wastewater Treatment Plant Capacity	\$ 13,000,000	3	7	4	2	3	3	6	2	30
2	Replace 8 SCBA - Fire Department	\$ 65,000	6	10				0	10	8	34
3	Water Well #3	\$ 3,000,000	1	10	10	9	9	8	10	8	65
4	West Water Tower	\$ 3,500,000	0	2	0	7	7	3	3	2	24
5											0
6											0
7											0
8											0
9											0
10											0
11											0
12											0

CITY OF VAN FIRE DEPARTMENT MONTHLY REPORT

FY 2024-2025

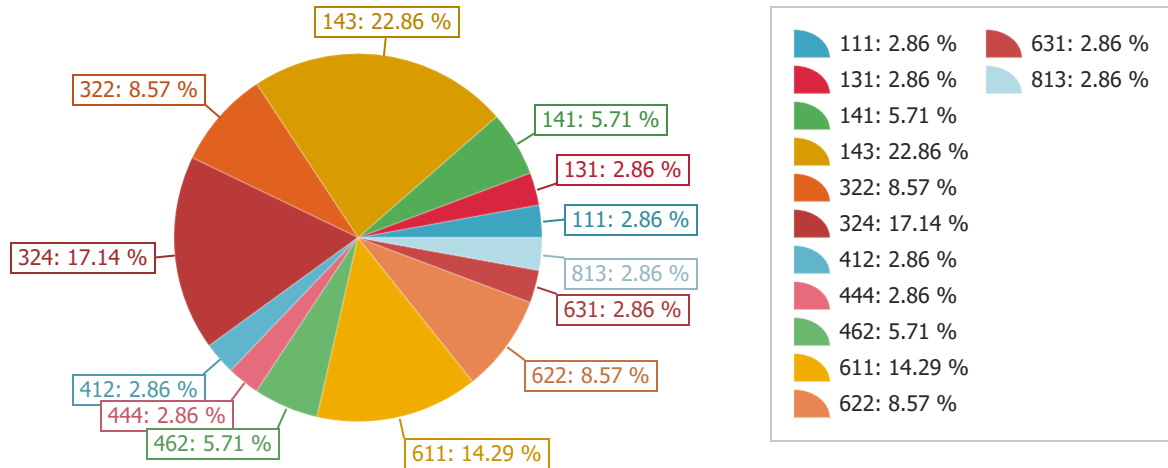
	TOTAL CALLS FOR SERVICE	RESPONSES WITHIN CITY		RESPONSES WITHIN CITY ON INTERSTATE		RESPONSES IN V.Z. COUNTY		RESPONSES IN SMITH COUNTY		MUTUAL AID PROVIDED	MUTUAL AID RECEIVED	RESPONSE MAN HOURS	TRAINING HOURS	FIRE	RESCUE & EMS
OCTOBER	29	7	24%	3	10%	16	55%	3	10%	2	9	57.38	33	19	10
NOVEMBER	17	1	6%	0	0%	13	76%	3	18%	1	5	36.38	16	10	7
DECEMBER	25	5	20%	4	16%	13	52%	3	12%	1	9	57.62	0	12	12
JANUARY	20	4	20%	3	15%	10	50%	3	15%	1	5	30.9	60	13	7
FEBRUARY	28	8	29%	2	7%	14	50%	4	14%	2	5	89.65	20	11	16
MARCH	35	8	23%	1	3%	17	49%	9	26%	2	14	62.85	43.45	15	17
APRIL															
MAY															
JUNE															
JULY															
AUGUST															
SEPTEMBER															
YEAR TO DATE	154	33	21%	13	8%	83	54%	25	16%	9	47	334.78	172	80	69

NOTES

OTHER
0
0
1
0
1
3
5



Incident Reports By Incident Type, Summary



Incident Type

Total Incidents

Percent

111 - Building fire	1	2.86%
131 - Passenger vehicle fire	1	2.86%
141 - Forest, woods or wildland fire	2	5.71%
143 - Grass fire	8	22.86%
322 - Motor vehicle accident with injuries	3	8.57%
324 - Motor vehicle accident with no injuries.	6	17.14%
412 - Gas leak (natural gas or LPG)	1	2.86%
444 - Power line down	1	2.86%
462 - Aircraft standby	2	5.71%
611 - Dispatched & canceled en route	5	14.29%
622 - No incident found on arrival at dispatch address	3	8.57%
631 - Authorized controlled burning	1	2.86%
813 - Wind storm, tornado/hurricane assessment	1	2.86%

Total Number of Incidents: 35

Total Number of Incident Types: 13

Incident Type

Total Incidents

Percent

Report Filter Settings

Report File Name: Incident Reports by Incident Type, Summary

Filter Name: Last Calendar Month

Filter Expression: [AlarmDateTime] is between '3/1/2025 00:00' and '3/31/2025 23:59'



Incident Reports by Census Tract, Summary

Census Tract:

CITY
City I
Smith
Van Za

Number of Incidents:

8
1
9
17

Total Number of Incidents: 35

Report Filter Settings

Report Name: Incident Reports by Census Tract, Summary

Filter Name: Last Month

Filter Expression: (Not (([CensusTract]) is null or (len([CensusTract]) = 0))) And ([AlarmDateTime] is between '3/1/2025 00:00' and '3/31/2025 23:59')

Monthly Council Report

March 2025

Printed: 4/3/2025

Cases Filed

Penal Count	1	Ordinance Count	2
Traffic Count	79	Parking Count	0
Other Count	1	STEP Count	0

Total Filed 83

Amounts Collected

Tech Fund	\$ 253.00	Building Security Fund	\$ 300.10
State	\$ 5,677.44	Fine	\$ 6,988.60
City	\$ 904.86	Warrant Fee	\$ 295.52

Total Amount \$ 14,124.00

Warrants

Issued	0	Recalled	12
Served	0	Outstanding Amount	\$ 312,803.08

Total Amount \$ 2,534.00

Dispositions

Paid in Full	63	Credit for Time Served	3
Paid Partial	27	Dismissed	17
Appealed	0	Total Disposed	83

Trials

Jury	0	Total	0
Bench	0		



Van Police Department

113 W. Main Street, Van, Texas 75790
Office: (903) 963-5642 Fax: (903) 963-3431



4/2/2025

Dear City of Van,

Along with our monthly report I would like to include the following information as "happenings around the Van PD."

177 calls for service

33 incident reports

6 Offense reports

7 crash reports

238 traffic infractions recorded

128 warnings issued

110 citations issued

370 total building checks

We are moving ahead with the S.T.E.P. program and will meet with TxDOT the afternoon of Friday April 04, 2025, to secure our spot and make sure all proper paperwork is filed.

We are in the midst of preparing a contract with the Mineola Animal Shelter as a place to take our stray dogs. The contract details will be similar to what we had with the Canton Animal Shelter. As a reminder, the expense of this contract has been in the Van PD budget as a line item for several years when we partnered with Canton Animal Shelter.

We would like to welcome Investigator Pat Jordan to the Van Police Department. I'm sure many of you know that Pat Jordan is renowned for his investigations in the aspect of solving crimes throughout his years. Pat has served the Van Zandt County area since March of 1980, excluding 15 months in 2000-2001 while he was training law enforcement officers abroad in the County of Kosovo where he was Deputy Commander of the United Nations Peace Keeping Force.

We would also like to welcome Officer Justin Carlson. Justin is an experienced Officer who has a strong background in investigations, he worked for the City of Palestine as an investigator of child crimes. Justin Carlson is also an instructor who gives special guest lectures to the TJC Police Academy on occasion and is scheduled in April to lecture for Law Enforcement of Tarrant County. Carlson also owns a private business as a private investigator.



Van Police Department

113 W. Main Street, Van, Texas 75790
Office: (903) 963-5642 Fax: (903) 963-3431



With the welcoming of two Officers at the PD, we would like to also give our farewells to one. Officer Adam Newell will be leaving us to fulfill his passion for working in his hometown of Brownsboro. Newell will start there in the near future under the new Chief of Brownsboro PD Scott Myntti.

After the personnel shuffle this month we will be back short by two Patrol Officers and have those positions open. We are continuing our attempts of recruiting Officer to fill those spots but have not had any qualified applicants.

Respectfully,

A handwritten signature in blue ink, appearing to read "Eric Doering".

Eric Doering
Chief of Police

Call Type Report

VAN POLICE DEPARTMENT

From: 03/01/2025

To: 03/31/2025

Call Type Description	Number of Calls
10-50	29
AGENCY ASSIST - EMS	7
AGENCY ASSIST - FIRE DEPARTMENT	2
AGENCY ASSIST - LAW ENFORCEMENT	23
AGENCY ASSIST - OTHER	5
ALARM	10
ANIMAL CALL	8
BURGLARY	1
CANINE - NARCOTIC SEARCH	2
CITY ORDINANCE VIOLATION	1
CIVIL MATTER	4
CODE ENFORCEMENT	1
COURTESY TRANSPORT	1
CRIMINAL TRESPASS	5
DISORDERLY CONDUCT	1
DISTURBANCE	6
DOG BITE	1
EXTRA PATROL	1
FIRE	1
FOLLOW UP INVESTIGATION	3
FOUND/MISSING PROPERTY	4
INFORMATION	17
MOTORIST ASSIST	10
OTHER	11
RECKLESS DRIVER	8
SELECT	8
SUSPICIOUS ACTIVITY	17

Call Type Report
VAN POLICE DEPARTMENT

From: 03/01/2025

To: 03/31/2025

Call Type Description	Number of Calls
THEFT	6
UNAUTHORIZED USE OF M/VEH	1
WARRANT SERVICE	1
WELFARE CONCERN	7



City of Van
Public Works Report
April 10, 2025
Council Meeting

Staff:

Kevin Johnson

Jose Guerrero

Jeff Green

Trent Pamplin

Sean Snider

Lazaro Hernandez

Marilyn Williams

Marcos Orozco

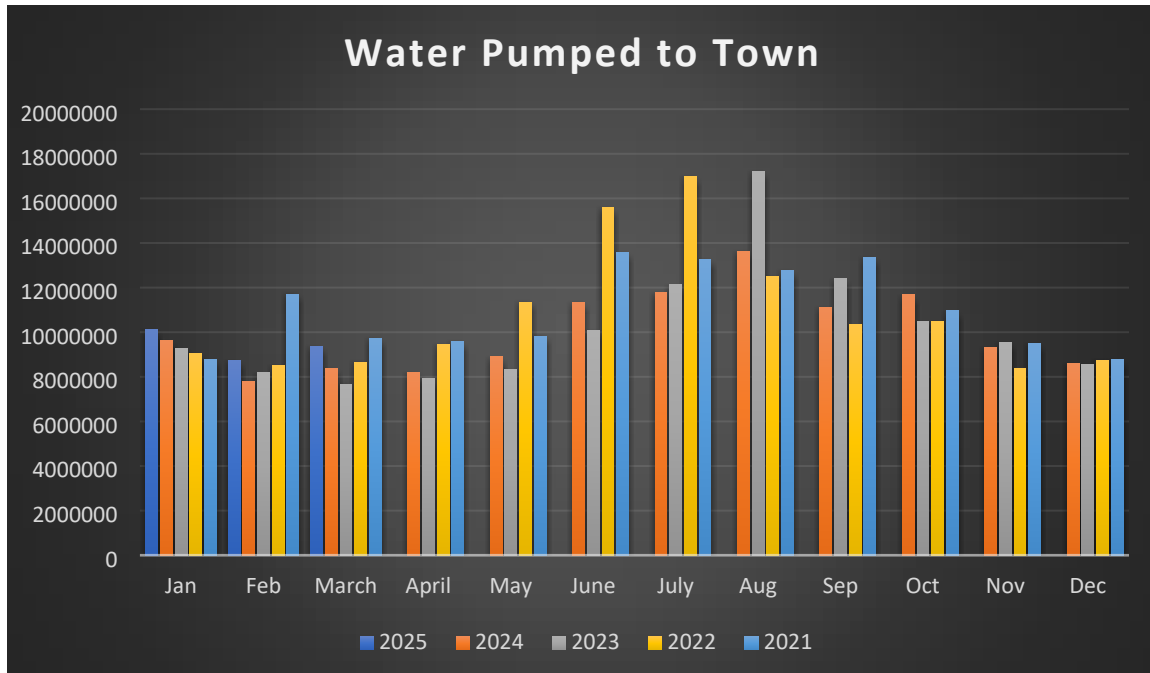
Brandon Brown

Vacant

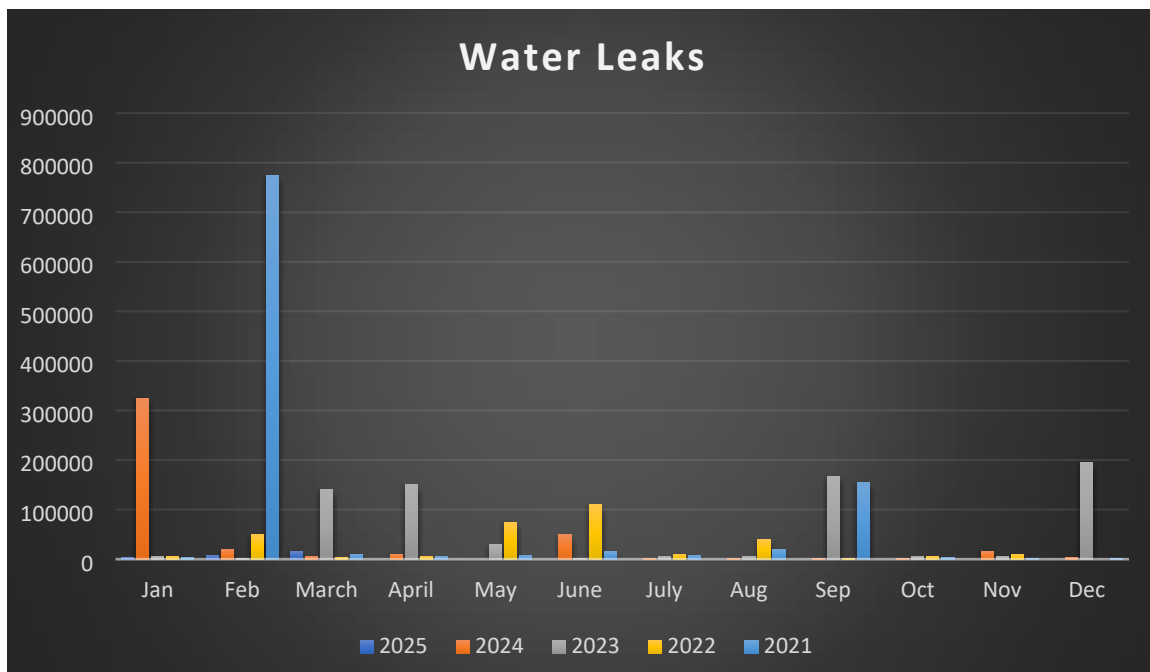
Vacant

Water

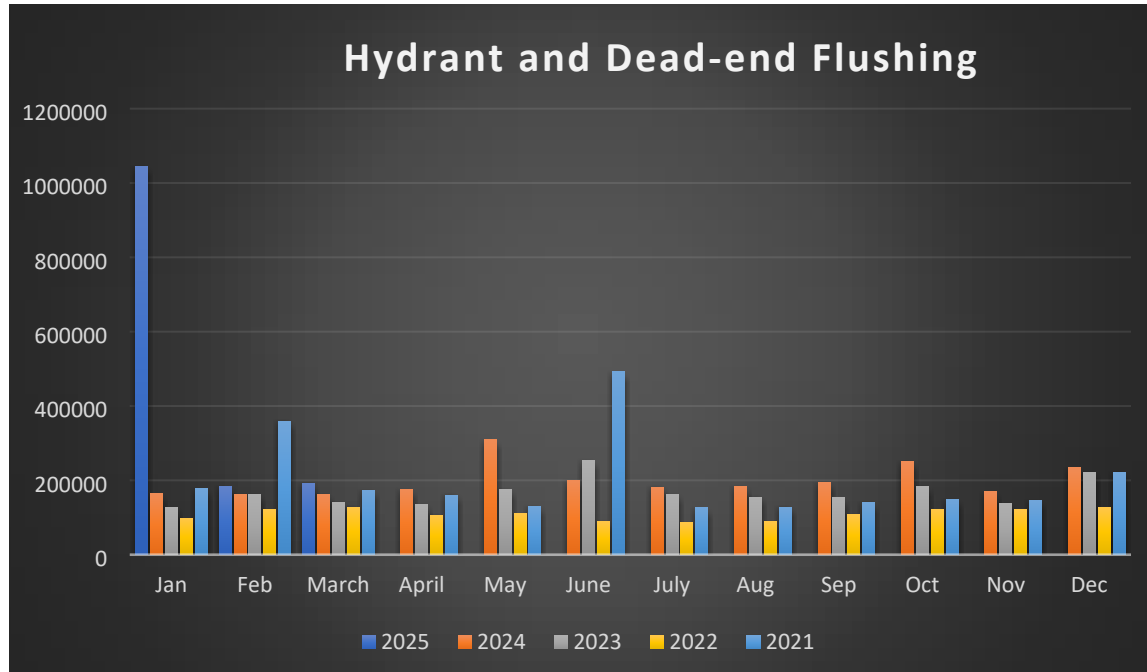
Water Pumped to Town 9,366,000



2 Leaks 15,000

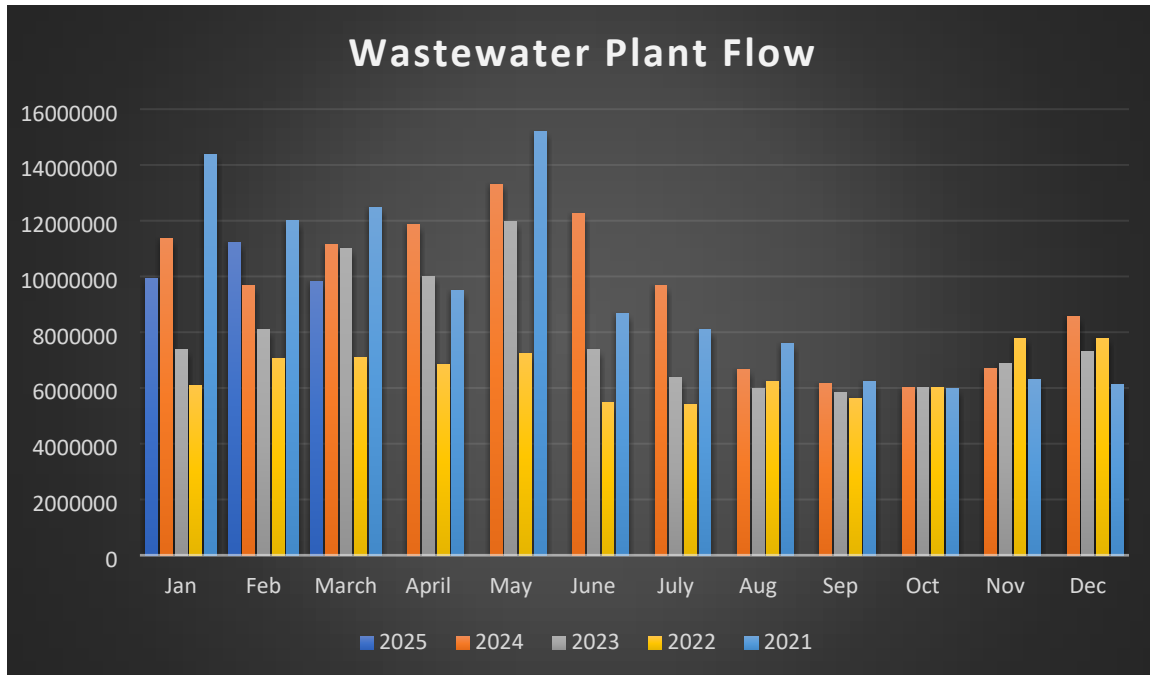


Flushing 191,550

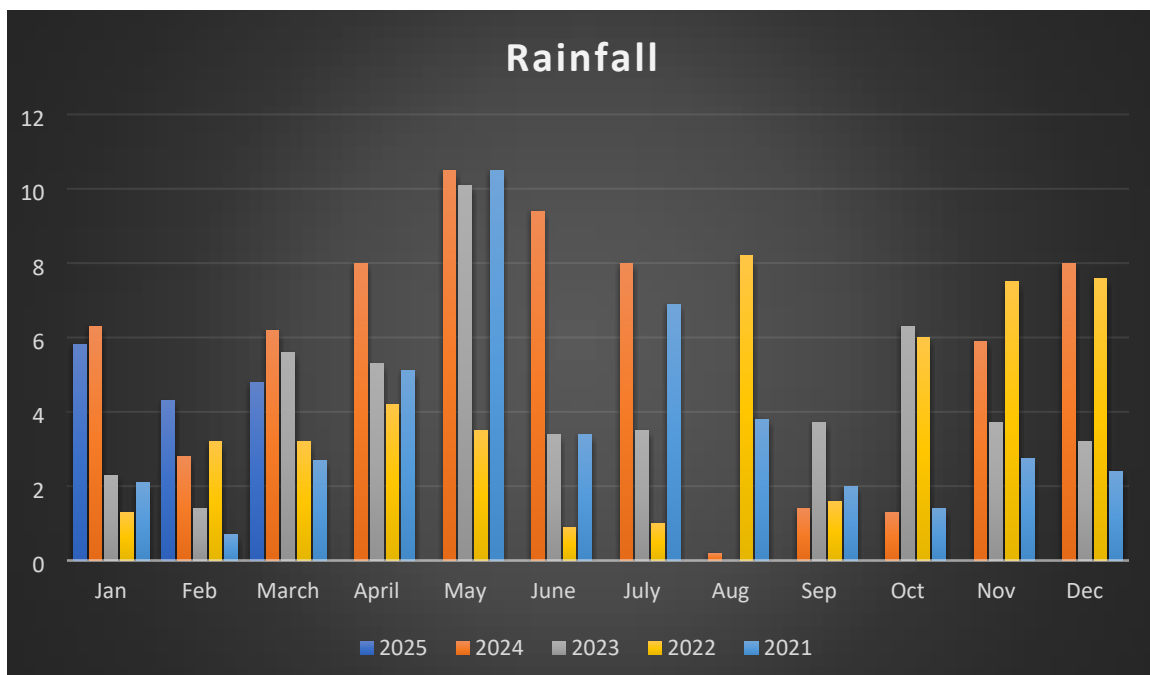


Wastewater

Wastewater Plant Flow **9,805,000**



Rainfall **4.8"**



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



**DATA SHEET
AGENDA ITEM NO. IX.A.**

Meeting Date: April 10, 2025

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on a variance at property ID R000023391 located at FM 16 West Legal Description acres 15.530 of the Mc Phail Survey, Abstract No. 533, Van Zandt County for

Utilizing ADS N-12 HP storm sewer pipes instead of RCP storm sewer pipes.

Minimum radius for internal streets of 20' to be allowed instead of 25'.

Allow an alternate pavement section to be used instead of what is outlined in the ordinance. The developer will have a geotechnical engineer sample the soil once the roadway is cut to subgrade elevations. The geotechnical engineer will provide a pavement design based on the soil characteristics and the developer will install one of the provided pavement options.

Background:

Financial Impact:

Recommendation:

For more information, please contact City Hall at (903) 963-7216.

February 28, 2025

Mr. Evan Britt
B&G Solutions
321 CR 4500
Ben Wheeler, TX 75754

via email

RE: City of Van
 Evan Britt Subdivision
 KSA Project No. 103645
 Project Plan Review (2025-02-28)

Dear Mr. Britt:

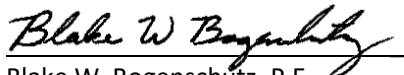
Thank you for submitting design plans associated with the above referenced project for review and comment on 02/24/2025.

All previous comments appear to have been addressed. The City has provided verbal agreement to obtain ownership of the detention pond for future maintenance. All exceptions requested in previously submitted letter shall be considered for approval or action by the City.

Please let us know if we can be of further assistance regarding this project.

Sincerely,

KSA



Blake W. Bogenschütz, P.E.
Project Manager

ec: Jeff Hudgens, City of Van, via email
 Kevin Johnson, City of Van, via email
 Sereca Huff-Huggins, City of Van, via email

2-12-2025

KSA Engineering
6781 Oak Hill Boulevard
Tyler, Texas 75703
Attn: Blake Bogenschutz, P.E.

phone 903-581-8141
bbogenschutz@ksaeng.com

RE: **Van Subdivision**
Van, Texas
Benchmark project number 2024.040

Benchmark Design Group, LLC (Benchmark) submitted plans for Van Subdivision. After reviewing the comments provided by KSA Engineering, the city ordinance, and discussing with the city staff, Benchmark and the owner are requesting the following exemptions from the city ordinance.

- Utilizing ADS N-12 HP storm sewer pipes instead of RCP storm sewer pipes.
- Minimum radius for internal streets of 20' to be allowed instead of 25'.
- Allow an alternate pavement section to be used instead of what is outlined in the ordinance. The developer will have a geotechnical engineer sample the soil once the roadway is cut to subgrade elevations. The geotechnical engineer will provide a pavement design based on the soil characteristics and the developer will install one of the provided pavement options.

Benchmark appreciates this opportunity to be of service and welcome any questions or comments.

Respectfully submitted,
BENCHMARK DESIGN GROUP, LLC



Ryan Davis, PE



"Achieving Goals by Design"

Date: March 25, 2025

City Council,

The Planning & Zoning board meet on March 25, 2025.

The motion was made by Pat Hargrave and seconded by Bill Dwyer.

All approve that the recommendation of the Planning & Zoning Committee approves the variance at property ID R000023391 located at FM 16 West Legal Description acres 15.530 of the Mc Phail Survey, Abstract No. 533, Van Zandt County for-

Utilizing ADS N-12 HP storm sewer pipes instead of RCP storm sewer pipes.

Minimum radius for internal streets of 20' to be allowed instead of 25'.

Allow an alternate pavement section to be used instead of what is outlined in the ordinance. The developer will have a geotechnical engineer sample the soil once the roadway is cut to subgrade elevations. The geotechnical engineer will provide a pavement design based on the soil characteristics and the developer will install one of the provided pavement options.



**DATA SHEET
AGENDA ITEM NO. IX.B.**

Meeting Date: April 10, 2025

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on an Interlocal agreement for animal shelter services with the City of Mineola.

Background:

Financial Impact:

Recommendation:

For more information, please contact City Hall at (903) 963-7216.

**STATE OF TEXAS
COUNTY OF WOOD**

INTERLOCAL AGREEMENT FOR ANIMAL SHELTER SERVICES

This Interlocal Agreement for Animal Shelter Services (“Contract”) is entered into as of the ____ day of _____, 2025, by and between the City of Mineola, Texas (hereinafter referred to as “Mineola”), and the City of Van, Texas (hereinafter referred to as “Van”). Mineola and Van are sometimes referred to hereinafter as the “Contracting Cities” or “Parties”.

WHEREAS, it is in the best interest of the citizens of Mineola and Van for local governments to cooperate, where possible, in the provision of governmental functions and services where such cooperation will result in a more efficient, higher quality and/or more cost-effective provision of such functions and services; and

WHEREAS, the Contracting Cities are authorized to enter into an Interlocal Cooperation Agreement under Chapter 791 of the Texas Government Code for the provision of governmental functions and services; and

WHEREAS, Mineola has an animal shelter located at 965 Baker Street, Mineola, Texas 75773 (the “Shelter”) that, from time to time, has excess capacity to shelter animals and perform usual municipal animal control operations; and

WHEREAS, Van is in need of occasional shelter facilities for animals in the course of its municipal animal control operations; and

WHEREAS, Mineola wants to enter into this Contract in order to assist in the provision of animal control services in the form of animal shelter facilities, as requested by Van and available in Mineola’s shelter; and

WHEREAS, Van desires to obtain such assistance from Mineola; and

WHEREAS, the governing bodies of the Contracting Cities find that this Contract and undertaking is necessary for the benefit of the public and that each Party has the legal authority to provide the governmental function of service, which is the subject matter of this Contract; furthermore, the governing bodies find that the performance of this Contract is in the common interest of both Parties; and

WHEREAS, the Contracting Cities, in paying for the performance of governmental functions or in performing such governmental functions, shall make payments only current revenues legally available to such Party.

NOW, THEREFORE, for and in consideration of the promises, covenants and agreements contained herein, the Parties hereto mutually agree as follows:

I. DEFINITIONS

- A. “Animal” has the meaning assigned in Mineola’s Animal Control Ordinance, as such ordinance may be amended from time to time; however, nothing herein shall prevent Mineola, in its sole and complete discretion, from accepting animals other than those covered by the definition.

II. SCOPE OF SERVICES

- A.** Mineola shall provide animal shelter services to Van, so long as: (1) Van has requested the service and (2) Mineola has the capacity at its animal shelter, (the “Shelter”) located at 965 Baker Street, Mineola, Texas 75773. In accordance with this Agreement, Mineola will:
- B.** Accept the surrender of animals from Van animal control personnel at the Shelter during usual business hours of 10:00 a.m. to 4:30 p.m. upon request from the City of Van. Acceptance of each tendered animal is expressly at the sole and complete discretion of Mineola personnel and shall depend on Shelter capacity, available space, dangerous characteristics or behavior of the animal presented, and other factors that Mineola may consider.
- C.** Accept the surrender of animals from Van personnel at the Shelter during emergency after-hours only outside of the usual business hours above and on weekends and holidays (“Extended Services”). Acceptance of each tendered animal is expressly at the sole and complete discretion of Mineola personnel and shall depend on Shelter capacity, available space, dangerous characteristics or behavior of the animal presented, and other factors that Mineola may consider. Priority will be given to any entity with whom the City of Mineola has an interlocal agreement. Calls for emergency, after-hours service must come to Mineola from the Van Police Department or Animal Control with the guidelines set up by SPCA of Texas regarding the definition of an “emergency call”. The definition of “emergency call” includes the following:
 - 1. Animal bite to human; and
 - 2. Vicious animal endangering human lives.
- D.** Impound stray animals accepted by Mineola. Such animals shall be held for the time specified in Paragraph IV below. Mineola Animal Control Personnel may, at his/her discretion, return the stray animal to its owner, if known, and issue a written/ verbal warning or citation to the animal’s owner.
- E.** Secure evidence regarding suspected violators of Van’s Animal Control Regulations upon request from Van Personnel in connection with animals accepted by Mineola.
- F.** Impound animals accepted by Mineola for rabies observation on a 24 hour per day basis and quarantine or humanely dispose of such animals in accordance with state law and local ordinances including Van Animal Control Regulation, regarding rabies suspicious animals.
- G.** Remove the head of the deceased accepted animal that attacked or bit a human being, and which deceased animal Van suspect may have been infected with rabies, prepare the animal head for shipping and ship the animal’s head to the Texas Department of Health certified laboratory identified by Van for rabies diagnosis.
- H.** Quarantine accepted animals, under the guidelines of the Texas Department of Health.

- I. Provide a humane disposition of each accepted unclaimed animal on the expiration of the required impoundment period or holding period.
- J. Maintain records regarding stray animals accepted by Mineola for a period of three (3) years from the date any such animal was apprehended, including records of such animals being returned to their owners by classification of animal and name owner, which records may reasonably verify the first, second and third offense status of a particular animal.

III. VAN RESPONSIBILITIES

- A. The Chief of Police, or his/her designee, shall act as liaison officer of Van with Mineola and shall be responsible for the administration and enforcement of this Contract. All reports, recommendations, and all other correspondence shall be directed to the Chief of Police, or his/her designee, whose duty it shall be to see that the terms of this Contract are complied with and keep the City Council informed regarding the status of this Contract.
- B. Van shall provide all reasonable cooperation and assistance to Mineola, its officers, agents, and employees to facilitate and accomplish the mutual objectives of this Contract.
- C. Van shall review its Animal Control Regulations to make sure they conform to Chapter 826 of the Texas Health and Safety Code regarding rabies. If necessary to conform to the requirements of Chapter 826, Van shall amend its Animal Control Regulations. Van shall also amend its Animal Control Regulations of Fee Schedule to provide for the payment of fees for the care, impoundment, and release of stray animals to reflect the fees charged by Mineola for such services.
- D. Van shall promptly inform Mineola, through Mineola Chief of Police, no later than five (5) business days after any amendment(s) to Van Animal Control Regulations are adopted by Van City Council during the term of this contract.
- E. Van shall identify a Local Rabies Control Authority. The Local Rabies Control Authority must be (1) a police officer; (2) an animal Control Officer for the City of Van; or (3) a veterinarian appointed by Van.

IV. HOLDING PERIODS AND “USER FEES”

- A. The holding period for an accepted animal shall be seventy-two (72) business hours from the time of impoundment. Van shall make a good-faith effort to contact the animal’s owner as soon as possible after the time of impoundment to advise the owner of such impoundment and provide the owner with the opportunity to reclaim the animal.
- B. Mineola shall be entitled to charge and collect fees, herein designated as “user fees” from animal owners pursuant to its current fee schedule. All amounts paid to Mineola by owners of impounded animals under the terms of this Contract shall be retained by Mineola.
- C. Any animal that is not claimed with the holding periods listed in paragraph A, above, shall become the property of Mineola.

V. CONSIDERATION

- A. Payment for Basic Services.** Within fifteen (15) days of the execution of this Agreement by the later of the two parties, **Van will pay to Mineola an initial payment of \$7500, which shall be effective for the initial one-year duration of this Agreement.**

The amount of any Basic Services provided through this Contract for any future renewal period shall be determined and agreed upon in writing by and between the Contracting Cities contemporaneously with the decision to renew or extend this agreement.

- B. Payment for Additional Services.** Mineola shall charge a fee in the amount of \$25.00 per hour for the following additional services that may be requested by Van:

1. Court time for the Mineola Animal Control Officer; and
2. Investigations of Animal Cruelty/Public Nuisance performed by the Mineola Animal Control Officer.
3. Rabies specimen shipping and packaging

In addition, Van will pay Mineola \$40.00 for each animal surrendered to Mineola by Van and accepted by Mineola.

Mineola shall also bill Van the actual costs associated with the following additional services as may be requested by Van:

1. All costs associated with the quarantine of an animal;
2. All costs associated with rabies testing of an animal; and/or
3. Producing literature, postage or other officer requirements.

Mineola will send Van an invoice for any additional costs monthly. Payment for any invoices shall be due upon receipt. If payment is not made within thirty (30) days of the date of the invoice, Mineola may refuse to accept any additional animals from Van until all invoices are paid in full

- C. Payment for Veterinary and Related Medical Care.** Mineola shall follow its policy regarding providing medical and veterinary care for sick or injured animals. If an animal is injured or becomes sick during impoundment, any charges for such care shall be considered in addition to the surrender or quarantine fee paid by Van. Such charges shall include the costs of observation and quarantine of animals suspected of being infected with rabies, as well as the humane disposition of such animals and the submission of the animal's head to the Texas Department of Health.
- D.** If an animal is reclaimed by its owner, then such an owner shall be responsible for all veterinary and related medical costs. Such veterinary and related medical costs may be recovered from the animal's owner by either Mineola or Van depending on which of the Contracting Cities has paid for such care as the of date the animal is retrieved by its owner.

VI. INDEMNIFICATION

To the extent allowed by law, each Party agrees to release, defend, indemnify, and hold harmless the other (and its officers, agents, and employees) from and against all claims or causes of action for injuries (including death), property damage (including loss of use), and any other losses, demands, suits, judgements and costs, including reasonable and documented attorney's fees and expenses, in any way arising out of, related to, or resulting from its performance under this Agreement, or caused by its negligent acts or omissions (or those of its respective officer, agents, employees, or any other third parties for whom it is legally responsive) in connection with performing this Agreement.

VII. IMMUNITY

It is expressly understood and agreed that, in the execution of this Contract, neither Party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of governmental powers and functions.

VIII. DURATION OF AGREEMENT

This Contract shall be effective for an initial period of twelve (12) months ending on or about the ____ day of _____ 2026 ("Initial Term"). Prior to the end of the Initial Term, the Contracting Cities may re-evaluate the service provided through this Contract by mutual consent, expressed in writing, extend this Contract for a one-year term. Thereafter, this Contract may be renewed or extended prior to December 31st of each year by mutual written agreement of the Contracting Cities for successive one-year terms until terminate as provided herein.

IX. TERMINATION

This Contract shall terminate on the ____ day of _____ 2026 unless the Contracting Cities extend or renew this Contract as provided in Paragraph VIII. Above. During the Initial Term of this Contract and any renewal period or extension thereof, either Party may terminate this Contract upon thirty (30) days advance written notice to the other party. Upon termination, Mineola shall have no further responsibility for providing animal shelter services. Notwithstanding the terms of this Contract, Mineola shall have the right to pursue all recoverable charges from the responsible animal owners as set forth in the terms of this Contract. Van agrees to cooperate to the extent necessary for Mineola's recovery of those charges.

X. ENTIRE AGREEMENT

This Contract embodies the complete agreement of the Parties hereto superseding all oral or written previous and contemporaneous agreements between the Parties relating to matters herein and, except as otherwise provided herein, cannot be modified without written agreement of the Parties.

XI. VENUE

The Parties to this Contract agree and covenant that this Contract will be enforceable in Wood County, Texas; and that if legal action is necessary to enforce this Contract exclusive venue will lie in Wood County, Texas.

XII. REMEDIES

No right or remedy granted herein or reserved to the Parties is exclusive of any other right or remedy herein by law or equity provided or permitted, but each shall be cumulative of every other right or remedy given hereunder. No covenant or condition of this Contract may be waived without first obtaining consent of the Parties in writing. Forbearance or indulgence by either Party shall not constitute a waiver of any covenant or condition to be performed pursuant to this Contract.

XIII. SEVERABILITY

If any of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, conditions or any other part of this Contract are for any reason held to be invalid, void or unenforceable, the remainder of the terms, sections, subsections, sentences, clauses, phrases, provisions, covenants, conditions or any other part of this Contract shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

XIV. APPLICABLE LAW

This contract is entered into subject to the Ordinances of the Contracting Cities, as they may be amended from time to time and is subject to and is to be construed, governed and enforced under all applicable State of Texas and Federal Laws. Situs of this Agreement is agreed to be Wood County, Texas, for all purposes including performance and execution.

XV. NON-WAIVER

It is further agreed that one or more instances of forbearance by the Parties hereto in the exercise of their rights herein, shall in no way constitute a waiver of any such rights.

XVI. AUTHORITY

This Contract is made for each City as an Interlocal Cooperation Agreement pursuant to Chapter 791 of the Texas Government Code.

IN WITNESS WHEREOF, the parties entered into this Contract on this date first written above.

Executed by:

CITY OF MINEOLA
Authorized Representative

Signature

Printed Name

Date

CITY OF VAN
Authorized Representative

Signature

Printed Name

Date



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

Meeting Date: April 10, 2025

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on closing out the Water Well #4 Project.

Background:

Discussing authorizing personnel to close out the contract for Water Well #4.

Financial Impact:

Recommendation:

For more information, please contact City Hall at (903) 963-7216.



DATA SHEET
AGENDA ITEM NO. IX.D.

Meeting Date: April 10, 2025

Department:

Library

Agenda Item:

Discussion, Consideration, and Possible Action on Library staffing, hours of operation, improvement plans, and other operational considerations.

Background:

Library staffing has recently been funded through an AARP grant with narrow employment restrictions. Funding was held in reserve to supplement payroll if grant was discontinued.

Financial Impact:

Potential impact to General Fund based on staffing requests.

Recommendation:

Discuss a plan for continued operations and growth of the community library.

Library

Last Fiscal Year

- I. Total Budget
- II. Use Statistics
 - a. Computers
 - b. Library Cards
 - i. Issued
 - ii. Utilized
 - c. Books
- III. Staffing
 - a. Budgeted payroll vs AARP
 - i. AARP had no defined length of term
 - ii. Personnel services funds were held in the event the grant ceased
 - b. Hours of Operations
 - c. Focus/Target Audience
- IV. Development Considerations
 - a. Location
 - i. Co-located with another entity
 - 1. Interior noise (from both perspectives)
 - 2. Physical access
 - ii. Proximity to other recreation
 - 1. Playground
 - 2. Area for outdoor education
 - b. Characteristics
 - i. Big enough for expansion
 - ii. Big enough to cater to multiple age demographics
 - iii. Area for tutoring
 - c. Parking

- V. Incorporate into master plan
 - a. What is financially justifiable?
 - b. How does it incorporate into the overall master plan?
 - c. Next steps?



City of Van, TX

My Budget Worksheet

Account Summary

For Fiscal: FY 2025 Period Ending: 04/30/2025

Defined Budgets

		FY 2023 Total Budget	FY 2023 Total Activity	FY 2024 Total Budget	FY 2024 Total Activity	FY 2025 Total Budget	FY 2025 YTD Activity
Fund: 100 - General Fund							
Expense							
100-64-51350	Payroll Taxes	0.00	0.00	2,550.00	0.00	2,550.00	0.00
100-64-51500	Benefits-Health, Dental,Vision, ...	0.00	0.00	11,585.00	0.00	0.00	0.00
100-64-51700	Retirement	0.00	0.00	2,500.00	0.00	0.00	0.00
100-64-51750	Workers Comp Insurance	0.00	71.89	300.00	266.77	300.00	137.54
100-64-51900	Salaries / Wages	0.00	0.00	33,000.00	0.00	25,000.00	0.00
100-64-52250	Office Supplies	250.00	547.64	250.00	252.89	250.00	111.69
100-64-52255	Story Time Supplies	500.00	440.38	500.00	538.35	500.00	13.14
100-64-52260	Summer Reading Program Supp..	2,250.00	2,896.70	2,250.00	2,908.19	2,250.00	0.00
100-64-52500	Supplies	0.00	10.83	0.00	386.47	0.00	0.00
100-64-53013	Book Purchase - Library Books	2,000.00	575.05	2,000.00	1,278.23	2,000.00	778.07
100-64-53200	Computer Software	0.00	800.00	0.00	2,631.35	1,075.00	1,171.35
100-64-53610	Professional Services or Fees	0.00	5.96	0.00	0.00	0.00	0.00
100-64-53690	Insurance - Property / Liability	2,245.00	1,924.52	2,010.00	2,169.89	2,400.00	2,778.05
100-64-53705	Debt Svc / Lease Payment	3,717.00	3,717.00	3,717.00	3,715.30	7,434.00	0.00
100-64-56000	Dues and Subscriptions	0.00	72.82	0.00	11.00	0.00	0.00
100-64-56050	Utilities	750.00	814.28	750.00	850.08	750.00	370.59
100-64-56550	Postage	0.00	64.41	0.00	47.78	0.00	0.00
100-64-56650	Copier Lease	1,590.00	1,464.33	1,590.00	1,556.81	1,590.00	771.07
100-64-56700	Telephone Service	300.00	215.13	300.00	192.94	300.00	105.24
100-64-56705	Internet Service	1,500.00	1,731.41	1,500.00	1,491.13	1,500.00	880.14
100-64-57200	Equipment	0.00	109.08	0.00	109.99	0.00	45.45
100-64-57250	Equipment Lease / Tool Rental	0.00	0.00	0.00	0.00	0.00	18.18
Expense Total:		15,102.00	15,461.43	64,802.00	18,407.17	47,899.00	7,180.51
Fund: 100 - General Fund Total:		15,102.00	15,461.43	64,802.00	18,407.17	47,899.00	7,180.51
Report Total:		15,102.00	15,461.43	64,802.00	18,407.17	47,899.00	7,180.51



DATA SHEET
AGENDA ITEM NO. IX.E.

Meeting Date: April 10, 2025

Department:

Administration

Agenda Item:

Discussion, Consideration, and Possible Action on the process and procedure to hire a City Manager.

Background:

Prior use of ETCOG Executive Recruitment Services. City of Van will discuss possibilities to recruit a full time City Manager.

Financial Impact:

Budgeted salary.

Recommendation:

For more information, please contact City Hall at (903) 963-7216.

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Position Type 

☐ Remote Position

Comments

Contact information

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Proprietary AI

Last Name

Work Phone

Work Email

Company Name

Your Job Title

Submit

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Agent ...



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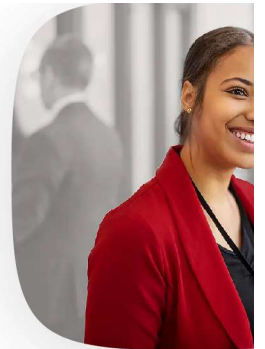
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2

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- Personnel administrator

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we staffed
I had beer
with for al
months."*

- Director of fin



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assistance**

**Tap into our tools
and expertise**

How we can help

Job Descriptions.

Revise or create.

We are available to work with your team to create a job description or update a current one that appropriately communicates the responsibilities, requirements, education, and experiences your city needs.

Job Posting.

Reaching candidates.

Our web-based application portal can market your position on the most utilized job boards throughout the United States. This portal allows candidates to upload their information online and respond to initial screening questions. Additionally, our team will work with you to create a city profile as a

Resume Review.

Applicant assessment.

Our team is trained and experienced in assessing candidates. Based on our initial assessment, we will place the candidates into three categories and provide a summary profile matrix highlighting each candidate's education and



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Candidate Review.

Checking the facts.

We are here to make sure it all checks out! Our team will research previous employers, references listed by the candidates and perform an internet and social media search history. We can conduct background checks on final candidates and summarize this information for the interview team and city council.

Interviews.

Phone, virtual, in person.

We offer a variety of options when it comes to candidate interviews. Our team can help with the initial phone screening services, coordinating and scheduling interviews, making recommendations for interview panels, and helping your team determine who to consider for final interviews.

Decision to Hire.

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advice and assistance, but we feel we must remain a neutral party. We consider our role as a facilitator of this process to help position your team to determine which candidate fits their overall culture and needs.

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Auxiliary aids and services are available upon request to individuals with disabilities. Deaf, hard-of-hearing or speech-impaired customers may contact Relay Texas: 800-735-2989 (TTY) and 711 (Voice). Equal opportunity is the law. Equal opportunity notice in **English** and **Spanish**

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- Administration
- Animal Services
- Building Inspection
- Community Development
- Courts

- Economic Development
- Engineering
- Finance
- Fire Service
- Human Resources
- Law Enforcement
- Legal
- Library

- Municipal Clerks
- Parks & Recreation
- Planning
- Public Works
- Purchasing
- Risk Management

- Utilities
-

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[What are interim management services?](#)

[How are interim managers selected for an assignment?](#)

[What is the typical length of an interim assignment?](#)

[What if an interim professional has an interest in the placement position? If the City would like to extend an offer of permanent employment to the interim professional, how does that work?](#)

[How long does it take to place an interim professional?](#)

[What are the major benefits of using an interim professional?](#)

[Is the interim professional an employee of the City? Is the interim professional paid by the organization or by SGR?](#)

[Does SGR recommend/place one interim professional or can the organization interview multiple candidates for the position?](#)

[If the interim professional lives further away than a reasonable commute, how are lodging, mileage, and meal expenses handled?](#)

[If the responsibilities of the assignment change and an interim professional with a different skill set is needed, how does the replacement process work?](#)

[Does SGR routinely check in with the organization and the interim professional to ensure that expectations are being met?](#)

[What if it just isn't working with the interim professional selected?](#)

Contact Us

Our Interim Professionals are **exceptionally experienced proven leaders** who are results-oriented and available quickly. Contact us today to learn how an SGR Interim Professional can be the partner you need to successfully navigate this new normal.

Online Forms: [Request Interim Professional](#) • [Become Interim Professional](#)

Email: InterimServices@GovernmentResource.com

Meet the Team: [Interim, Consulting, and Embedded Services](#)

LIMITED SCOPE RECRUITMENT*

\$14,184

Effective January 2025

THE LIMITED SCOPE RECRUITMENT INCLUDES:

- Professional services provided by designated executive recruiter
- **Recruitment Brochure** - SGR utilizes a professional graphic designer and professional writer to produce a position profile brochure based on information and photos provided by the organization.
- **Marketing & Advertising**
 - Marketing period, typically 30 days
 - Custom-made graphics for email and social media marketing
 - Announcement in SGR's servant leadership e-newsletter, which reaches over 40,000 subscribers across all 50 states
 - Post on SGR's website (GovernmentResource.com)
 - Ad on SGR's Job Board (SGRjobs.com), the 2nd largest local government job board in the nation, which averages more than 16,000 unique visitors per month and has more than 2,000 jobs listed at any given time
 - Targeted job blast to our opt-in subscriber database for SGR recruitments only
 - Promotion on SGR's LinkedIn
 - Evaluate position and develop list of ad placement recommendations based on type of position and region
 - Write advertising copy
 - Place ads (pass-through costs for ad placements not included in price above)
- **Application Management & Screening** – SGR's designated executive recruiter will:
 - Receive resumes and cover letters on behalf of the organization through SGR's applicant tracking system
 - Communicate with applicants throughout the application submittal period
 - Email or schedule a phone call with the organization on a weekly basis to provide an overview on the status of the search
 - Evaluate applicants
 - Conduct a virtual briefing with the organization after the position closes
 - Send emails to retain or release applicants after the briefing with the organization
 - Provide application materials of retained applicants to the organization
 - Transition search to the organization

* Limited scope recruitments are primarily offered for non-public safety positions and positions that do not report to a governing body

CONTACT US

Recruitment@GovernmentResource.com

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