

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
8/15/23

Commissioner Smith will not be at the Meeting. FYI

PUBLIC COMMENT – Recognition of Promotion of Bryan Struble to Street Department Head

Public Comment allows the public an opportunity to address the City Commission. There is a five minute per person limit on public comments.

CONSENT AGENDA

2. Approve August 1, 2023 Regular Meeting Minutes
3. Appropriation Ordinance No 3172 \$348,158.65
4. Approve 08.15.2023 Payroll \$83,966.16
5. Request to Obtain Bids for Class 3 Wood Electric Poles: 10 - 30', 39 - 35', and 31 - 40'
6. Approve FAA Grant Agreement ANY-CEG-3-20-0002-015-2023 Turf Runway and Direct City Administrator to Execute all Project Documents

All of the engineering plans and specs have finally been approved by FAA for the Turf Runway (they are as busy as me these days!), so this is just the agreement FAA finally sent for approval.

PUBLIC HEARINGS - NONE

REGULAR BUSINESS

7. Bid Opening Demolition Bids

Since I am still pursuing the CDBG Grant, I recommend approving a bidder but will be asking if you want the city to just pay these costs and proceed or if any of the properties are able to be included in the possible grant. I have not had time to talk to CDBG and show them the area Greg and Kenny selected.

8. Untable Bid Opening Street Signs

Bryan has reviewed the bids and will be making a recommendation.

9. CT Calibration Tester - Jerry Angle

Jerry will be presenting a need for CT calibration testing and requesting the Commission determine whether to hire this work out or purchase the tester to perform in-house. Jerry will bring figures to the meeting.

10. Interconnection Standards

I will update the Commission on the City Attorney advice and the current standards of policy.

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
8/15/23

11. Approve Banner Bids

After all three cities have reviewed the sample banner, I would like to get official action on selecting the bid for the SEED Grant. I will have a report to give you at the meeting.

12. Approve Transient Guest Tax Committee Recommendation to Anthony Disc Golf Club - \$500

Transient Guest Tax – The TGT fund balance is \$2,823.71. The Committee is recommending an award approval of \$500 to the Anthony Disc Golf club for the Annual Tournament to be held on September 23rd.

13. 2024 Budget Review

I will be presenting the second half of the proposed 2024 budget.

Admin Report:

1. BASE Grant/HCCF – The precon meeting was held on Thursday August 3rd. The contractor (as you will have noticed by now) is starting at Sunrise 2nd, so the project is officially underway. There was and is a lot of communication and coordination as we continue to work with the other utilities (electric, gas, and telecommunications) that are not covered by the grant but still need to be addressed for the development. Jerry is working on the electrical installation. He will have to install a few sleeves before Grace Lane is constructed so he can run underground electrical later to the commercial development on the north. He is also tentatively looking at installing the transformers in the front yards instead of the rear of the back yard due to how deep the lots are. This is not our preference since aesthetically that will not be as attractive. He is still working on that. Atmos gas is preparing a plan and pricing for review. I will keep you posted as we go but we are getting even more busy now.
2. RNR Rate – There has been a lot of time spent on the discrepancy on the RNR rate for the 2024 budget. After two weeks of working on the issue regularly off and on with the County Clerk, the final word is that the numbers cannot be corrected in the CIC system. Therefore, we will have to stand with the incorrect RNR rate. Hannah is planning to send a letter with the notices to the taxpayer to help explain that this is an error in the event it appears that Anthony is raising taxes. The dollar amount is so low that spread out over all the taxpayers it may not even be noticeable (I hope). Either way, there will be an explanation in there. Hannah worked very hard to try to get their software system to correct it but determined it was not possible. So, this is where we are.
3. Banners – The bids will be on this agenda for approval. The bid requests for the metal art that will hang above them is out for bid.

To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
8/15/23

4. JD's Retirement – We got to honor JD last week for his 43 years of service with the city. The employees pooled some money and bought him a set of rocking chairs and a Texas Roadhouse Gift Card, and the city honored him with his dream gift: a Henry Golden Boy 22 Long Rifle. It was a great celebration. Here are some photos:



To: City Commissioners
From: Cyndra Kastens

Re: City Clerk/Administrator Report
8/15/23

