

City Administrator Report For June 2022

Following is a list of some of the more significant and/or time-consuming transactions I was involved in during the month:

1. Reviewed both June Council agendas with Mayor Douglas and City Secretary King. Worked on the packet. Prepared Administrator Report and monthly financial reports.
2. The Amended HOT Agreement was signed by both Judge Chambers and Mayor Douglas.
3. Participated in the Strategic Plan retreat. Later, checked in with Abra Nusser regarding her progress on the Strategic Plan. She had planned on completing this during June, but wasn't able to due to unforeseen circumstances. She should be completing the plan in early July.
4. Have been experiencing some difficulties with trash collection due to an increase in the amount of trash with the summer tourism season. Republic isn't able to haul everything that is put out for collection on Mondays and the Transfer Station isn't open, otherwise they could dump a truck there and finish collecting the routes. After discussing the matter with Republic, they are going to provide advance notice and move some residential customers from Monday to Tuesday.
5. Was informed about the SCAD ARB decision to remove 4 properties from the City's tax roll by Chief Appraiser Rollen. Discussed options for challenging the ruling with Rollens. Studied material on the State Comptroller's website about appealing an ARB decision. Worked with the Council and Counselor Pendleton to develop a letter objecting to the decision which was sent to the SCAD Board. Chief Appraiser Rollens notified staff that the SCAD Board will be meeting on July 14th to consider the City's objection to the recent ARB decision to remove 4 properties from the City's tax roll. Have sought input from legal counsel to make sure the City's interests are protected.
6. Participated in the Comprehensive Plan stakeholder meeting with area TxDOT representatives.
7. Obtained the survey for the easement from Jim Gartrell and filed a signed easement with the County. Public Works has been installing the new sewer line which will allow us to abandon one of the Summit Ridge lift stations.
8. All of the documents were processed related to the sale of the unopened street to the LaMures.
9. It appears a settlement is about to be reached with ATMOS Energy on their proposed rate increase.
10. Have been working with Mayor Douglas, the Council, and staff to refine the proposed FY 2022-23 Budget. Sought input from Abra Nusser about Comprehensive Plan and Strategic Plan components of the budget.
11. Amendments to the Subdivision Ordinance were adopted and entered into the Code of Ordinances.
12. Provided AirBnB contract information to Tourism Director Harris.
13. Completed TEEX Cybersecurity training.
14. Was notified about Prairielands Public Hearing on the City's historic water use permit to be conducted at Prairielands office in Cleburne on July 18th at 9 am.
15. Continued to work on the City Attorney situation. It appears this matter should be resolved by engaging Boyle and Lowry prior to the July 12th meeting.

16. Finally obtained the TxDOT AFA Amendment, which was approved by Council on June 28th and a signed copy was sent to TxDOT immediately thereafter. The final step is for Mayor Douglas to sign it via DocuSign.
17. Reached out to Bryan Barnes and worked with staff and eHT to prepare for the agenda item concerning Mr. Barnes' variance request. After the Council addressed this matter, answered questions posed by the new Glen Rose News reporter.
18. The paperwork related to the Rock Ridge utility easement abandonment has been completed.
19. The backup internet service from Charter has been installed. We now have redundancy.
20. Google notified me that they are reviewing the city limits updates I sent to them.
21. Met with two additional contractors on City Hall work. Should be able to award the project once I receive their bids.
22. Spoke with Fire Marshal Brad Smith and Brian Meroney of the Texas Commission on Fire Protection about the options available to the City for fire prevention plan review and inspections.
23. Asked Roxana Bagwell if she could determine whether or not containment would be needed for the historic water tower painting project.
24. Investigated implications of a Texas Supreme Court ruling regarding franchise fees and municipal solid waste collection services. Reached out to Counselor Pendleton and TML Attorney Bill Longley. The decision doesn't appear to impact our recently awarded contract with Frontier.
25. In response to a request from Chief Martin, the Public Works Department painted the curbs red in three downtown no parking areas.
26. Counselor Pendleton prepared the documents needed for the Expo water main and fire hydrant interlocal agreement. The agreement was signed by County Judge Chambers and Mayor Douglas.
27. The Nelson Roberts street and utility easement abandonments were completed.