

City Administrator Report For July 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 July Council agendas with Mayor Douglas and City Secretary King. Worked on the packet. Prepared Administrator Report and monthly financial reports.
2. Obtained information from the State Comptroller's Office on the mixed drink gross receipts and sales tax revenue. Reviewed the list of taxpayers and shared it with the Council.
3. Reviewed and provided comments to Abra Nusser on the Strategic Plan. She presented the Plan at the July 26th Meeting. Other than to correct some typos, no changes were requested. The Plan will be included in the August 9th Consent Agenda for adoption.
4. Republic made the route changes discussed in last month's report.
5. Counselor Brady Pendleton, Councilwoman Walker, Councilman Freas, and I attended a SCAD meeting to discuss the City's request that the SCAD file suit against the ARB in District Court concerning the ARB's decision to remove 4 properties from the City's tax roll. Pendleton presented the City's request. Councilman Freas reminded the SCAD that previously it had filed lawsuits to protect taxing entities interests and that as a member of the SCAD, the City had financially contributed toward those suits. The SCAD Board President read a statement noting that their legal counsel had advised the Board not to direct staff to take action against the ARB. No formal action was taken.
6. The Public Works Department continues to work on the new sewer line which will allow us to abandon one of the Summit Ridge lift stations.
7. No further updates have been provided on the ATMOS Energy rate case.
8. Documents have been prepared for the FY 2022-23 Budget Filing. After some additional information is provided by the CVB, the budget will be filed with City Secretary King sometime during the week of August 1st
9. All of the City staff who regularly use City computers in compliance with State law have completed TEEX Cybersecurity training.
10. A letter of engagement was signed and Stan Lowry is now the City Attorney..
11. All of the TxDOT paperwork concerning the sidewalk grant has been signed. A check for preliminary engineering was sent to TxDOT and Somervell County and GRISD were asked to reimburse the City for their 1/3 rd share of that amount.
12. Progress is being made on the retaining walls at the Rock Ridge Estates subdivision.
13. The Glen Rose city limit map has been updated on Google.
14. The City's on-line maps as hosted by 3CGEO have also been updated.
15. Discussed Shotgun Roads status within the City Limits with Commissioner Busch and with City Attorney Lowry.
16. Obtained a firm quote from Maguire Iron on repainting the historic water tower.
17. Obtained bids and replaced the Animal Control HVAC after the compressor failed.
18. Received a total of 4 bids on the City Hall remodel work. Randy Delossa submitted the low bid and was awarded the contract. They began working on the project during the last week of July and are making good progress. The contractor with the 2nd lowest bid had wanted 45% of the contract paid up front. Mr. Delossa began without requiring an advance payment.
19. After consulting with Public Works Director Holder and eHT, we applied for a TWDB Small System Asset Management Plan grant, which requires no City match.

20. Based on the results of research by Historic Preservation Vice Chair Ann Carver and myself and the ensuing conversations, drafted an Ordinance Amending the Historic Preservation Ordinance. The Ordinance was reviewed by the Historic Preservation Commission and the Planning and Zoning Commission and will be presented for your consideration at the August 9th Council Meeting.
21. After I reported rumors about a business looking at locating a large carbon dioxide removal plant in Glen Rose, Councilman Freas shared a news report on HIF Global's plans to do just that.
22. Worked with Mark Adams of Ocean Canyon Properties (Tres Rios) on their rezoning request. Also had discussions with Mr. Adams, Public Works Director Holder, and Mr. Randy Isham regarding Mr. Isham's complaints about smelling sewer gas at his mailbox located near the City's Tres Rios lift station.
23. The Grand Avenue Lift Station Project has been completed.
24. Took a Texas Municipal Clerks Association course on Ordinances and Resolutions.
25. Republic Services legal counsel decided that the recent Texas Supreme Court ruling doesn't affect their municipal trash collection franchise agreements.
26. Councilman Freas and I attended the Prairielands board meeting where the City's historic use permit was considered. The permit was approved. Authorization for Mayor Douglas to sign the permit will be requested via the August 9th consent agenda.
27. Four bids were received on the Valley View Street project. It is expected the Council will be asked to take action on Engineer Chris Hay's recommendation of award at the August 9th Meeting.
28. Somervell County Water District General Manager Kevin Taylor informed Public Works Director Holder that the District had implemented Stage 1 of its drought management plan and was expecting to implement Stage 2 very soon. At Mayor Douglas' request, the City has posted some water conservation information on its FaceBook page and website.
29. After being notified of Building Official Reeves' plans to retire effective August 31st, made arrangements with Dennis McKinzie for contract inspector services.
30. After being unable to locate an electrical contractor available to do transfer switch wiring before the end of this fiscal year, made arrangements to work with Public Works Department staff to begin the remaining installations (Well #3 was done previously). The unit at Well #4 has been installed. The miscellaneous parts for Well #5 have been ordered. Once #5 has been done, that will leave Wells 2 and 6.
31. The Joslin suit against the City has been dismissed by settlement with no financial impact to the taxpayers.
32. Building Official Reeves began taking the courses required to qualify him for fire prevention plan review and site inspection duties. He has already completed the first course.
33. Code Compliance Officer Jodi Holthe completed the Code Enforcement class and will be taking the test sometime soon. She has to work under the supervision of a licensed code enforcement officer for a year before she can obtain her license.
34. Public Works Director Holder is working with County Commissioner Johnson to schedule the removal of two fire hydrants at the Expo.
35. Provided refreshments on behalf of the City and participated in the 2nd Community Forum. Attendance was good. I had a good conversation with Commissioner Harris and Abra Nusser concerning City/County communications and relations. Commissioner Harris recently assisted the City with its Comprehensive Plan by participating in a stakeholder interview. He said he would like City/County relations to improve. I suggested a professional mediator was needed to help accomplish that goal. Commissioner Harris

thought that such an approach might be helpful. Ms. Nusser indicated she could provide that service if it were desired.