

City Administrator Report

May, 2023

- 1.) Met with GISD Superintendent Trig Overbo on School Zone Speed Limits and he was supportive of evaluating the current speed limits and making necessary changes, if needed.
- 2.) Met with Jim Holder on water pump outage and needed replacement project. Pump has been replaced and is now operational.
- 3.) Continued meetings and discussion with Amber Rouse on B&B issue vs B3 zoning. Scheduled meeting with Stan Lowry for next week.
- 4.) Met with Developer Jack Malaspina and Owners of 144/67 Property on pre-development issues.
- 5.) Reviewed resumes for Building Official position, interviewed Larry Allen for position.
- 6.) Met with County Judge on Proposed Interlocal agreement issue on County Agenda, notified Council.
- 7.) Met with Jim Holder and Chris Hay on cost of Sewer extension for 144/67 Property.
- 8.) Met with Patrick Lawler of Go Virtual CFO for proposal on Salary Survey and Organizational Staff Study for Budget.
- 9.) Per request, completed verification analysis of projected \$1.8 million annual County Sales Tax level.
- 10.) Continued to meet with Stan Lowry on the 110 SW Barnard St issue regarding the planned non-allowed use of the property as a B&B. (Paul and Amber Rouse).
- 11.) Met with staff and Dennis McKenzie (third party temp Building Official) to discuss the requested Certificate of Occupancy for the new Dollar General. The issue has come down to the need for another third-party photometric review and make sure that it does meet the ordinance lighting requirements. (the previous photometric review did not pass) I will be sending a copy of the letter from Dennis requiring the study to Dollar General management, but they are not in agreement with the added study.
- 12.) Met with County Judge when he delivered to me the proposed County/City Interlocal Agreements and I delivered the documents to Council.
- 13.) Received a request from Paluxy Townhomes regarding a possible variance on permit fees for their project. Met with their management and discussed their position that our fees are "unusually high". I informed them that we did not have a procedure to request a variance on permit fees, and Stan Lowry confirmed that position.
- 14.) Met with Glenn Wilson, owner of Glen Rose Joint Ventures on his property at 507 Big Bend Trail, (Subway Strip mall). He is preparing architectural drawings and a building application for a Food court (potentially 8 food trucks) with restrooms and additional parking in the open space near his mall.
- 15.) Worked with Stan Lowry to finalize the letter to Amber Rouse regarding the proper use of the property at 110 SW Barnard.
- 16.) Met with Go Virtual CFO to finalize Salary Survey/ Organizational Study proposal and discuss additional services available.
- 17.) Met with Russ Miller (Dark Sky Advocate) and separately with Dollar General management regarding requirements to meet the lighting study issues for their request of a Certificate of Occupancy.

- 18.) Met with General Manager of the Somervell County Water District on an upcoming water rate increase of 15% on October 1, 2023.
- 19.) Worked with the City of Stephenville to borrow their Speed Counter equipment to complete the approved School zone traffic studies. The counters were set up at Stadium Drive, Mary Lynn Drive, and College Street on Thursday (5/18) and will remain until Monday (5/22). The Counters will have to be reprogrammed and put out again on Tuesday or Wednesday (5/23) for Allen Street and probably Gaither and Sheppard Street. (There were some scheduling issues with the Irving company.)
- 20.) Met with County Commissioner Tammy Ray to discuss the property at 2035 Texas Drive (which is in the County except for a small corner of the property which is in the City). The owner wants to put a 29 space RV park and 4 cabins at that location. (RV Park is not allowed)
- 21.) Met with Kimberly Rambo, owner of property at 168 Valley View on the status of completing the tear out and repaving of her street. The paving work done on Valley View was unacceptable and the City has withheld payment until acceptable pavement is completed.
- 22.) Contacted TexDot regarding the rumor that the 144 Loop would takeout the Outlaw Station building during construction of the highway. Obtained an approved public response from TexDot that the current plan does not impact the structure and it is their intention to avoid any impacts to the building.
- 23.) Met with GoVirtualCFO on additional services and checked references.
- 24.) Met with TxDot and Jim Holder on the Safe Route /Transportation Route Sidewalk Project regarding Right of Way information and Project Deadline requirements.
- 25.) Met with Mayor and Ann Carver to discuss strategy on creating Historic Landmark status for the Outlaw Station building on Hwy 144.
- 26.) Met with First Financial Bank Rep Vicki Pettit on collateralization of deposits and the implementation on the IntraFit program to distribute the City's deposits to other banks in \$250,000 components in order to insure FDIC coverage.
- 27.) Per request , started additional research on the 2% Sales Tax Issue with Somervell County, including discussions with TML Legal and Stan Lowry.
- 28.) Met with Carlos Aguilar of Freeman- Millican Engineers on progress of the Community Development Block Grant program (CDBG).
- 29.) Continued development of Budget Assumptions research and informational support.
- 30.) Met with owners of Whiskey Woods Development and received the updated Building Official report from Denise McKenzie.
- 31.) Attended Special Historical Committee meeting called to approve Historical Landmark status for the Outlaw Station building.
- 32.) Attended the TxDot Public meeting for the Loop 144 Project.
- 33.) Worked with Mayor on Building Official candidates.
- 34.) Met with GoViralCFO on potential Salary Survey Cities.
- 35.) Met with Sarah Horner, TxDot Area Engineer, on establishing monthly meetings with the City.(Notified Council)
- 36.) Met with owners of Rainbow Village regarding sink hole in City's right of Way area . (Problem resolved).
- 37.) Met with Dennis McKenzie (Interim Building Official) regarding Certificate of Occupancy issues at Rock Ridge Development Phase 1. (Positive Decision).