

1. Council Agenda April 9, 2020

Documents:

[2 AGENDA 4-9-2020.PDF](#)

1.1. April 9, 2020 Council Packet

Documents:

[APRIL 2020 COUNCIL PACKET.PDF](#)

1.1.i. Minutes April 9, 2020

Documents:

[MINUTES APRIL 9, 2020.PDF](#)

**NOTICE OF REGULAR MEETING
OF THE GOVERNING BODY OF THE
CITY OF HAMILTON, TEXAS
APRIL 9, 2020**

Notice is hereby given that a regular Council Meeting of the Governing Body of the City of Hamilton, Texas will be held on the 9th day of April, 2020 at 6:00 p.m. in City Hall, 200 East Main, Hamilton, Texas, concerning the following matters.

The City Council meeting will be open to the public. To allow for remote participation, people may view and listen to the meeting live via Zoom or Facebook. Citizens may also provide a citizen's presentation and address the council via Zoom connection. Instructions will be given during the meeting about how to address the Council. Sign in prior to the meeting date from your computer, tablet or smartphone: <https://tinyurl.com/qll9gan>

Item No. I: Call Meeting to Order.

1. Opening Prayer
2. Pledge of Allegiance

Item No. II: Public Comments.

The City Council invites persons with comments on any agenda item to briefly address the Council. In addition, any member of the public can briefly address the Council on items not on the agenda for the limited purpose of determining whether the matter should be referred to staff for study and/or placed on a future agenda. State law prohibits the City Council from considering, discussing or taking any action on any item not listed on the posted agenda. This is a privilege granted by the City Council. Please keep your comments limited to three minutes or less.

Item No. III: Agenda Deliberations.

1. Consideration and/or Action on Approving the March 12, 2020 Regular Council Meeting Minutes.
2. Consideration and/or Action on Approving the March, 2020 Financial Report.
3. Status Reports presented by the Hamilton Volunteer Fire Department.
4. Consideration and/or Action of Ordinance of the City of Hamilton, Texas, Amending Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees, Amending all Ordinances and Parts of Ordinances in Conflict Herewith.
5. Consideration and/or Action Approving New Rate Schedule for Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees.

6. Consideration and/or Action Repealing Chapter 14, Article I, Section 14-3 Paragraph (a) which Pertains to Adoption of various Standard Codes, Adopting Current Codes by Amending all Ordinances and parts of Ordinances in Conflict Herewith; Providing a Severability Clause and Providing a Repealer Clause.
7. Consideration and/or Action to Suspend the Effective Date Proposed by ATMOS Energy Corporation – MidTex Division, to Increase Rates Under the Gas Reliability Infrastructure Program for 45 days, and Authorize the City’s Continued Participation in a Coalition of Cities known as the “Atmos Texas Municipalities.”
8. Consideration and/or Action to Postpone the May 2, 2020 General Election until the November 3, 2020 Uniform Election Date.
9. Update on the Jayson Harris Pavilion as presented by Hamilton County Junior Livestock Association President, Faith Massingill.
10. Consideration and/or Action on COVID-19 Information and Readiness.
11. Consideration and/or Action Amending the Community Enhancement Fund Grant Contract on behalf of the Hamilton General Hospital funded by the Texas Department of Agriculture.
12. Consideration and/or Action of Interlocal Agreement between the City of Hamilton and Hamilton County Hospital District for the 2018 Community Enhancement Grant contract number 7218008.
13. Consideration and/or Action of Ordinance Adopting Bulk Waste Permitting and usage fees.
14. Consideration and/or Action of Resolution Approving Appointment of City Secretary.
15. Consideration and/or Action to Release 2020 Citizen Survey.

The Following Items are for informational Purposes Only.
 City Administrator’s Report:

TCEQ Compliance Supplemental Environmental Project
 Police/Code/Animal Control Report
 Court Report
 Airport Report – Entrance Sign, Credit Card Reader

Item No. IV: Future Agenda Items

Item No. V: Adjourn Regular Meeting

The City of Hamilton reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, 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 551.086 (Economic Development).

I, the undersigned authority, do hereby certify that the above notice of meeting of the Governing Body of the City of Hamilton, Texas is a true and correct copy of said notice posted at City Hall of said City of Hamilton, Texas a place convenient and readily accessible to the General Public at all times, and said notice was posted April 6, 2020 at or before 4:30 p.m. The City of Hamilton encourages all citizens to attend via Zoom or Facebook.

Ryan W. Polster, City Secretary

City Hall is accessible to the disabled. Disabled individuals requiring a reasonable accommodation must submit a request 48 hours prior to the meeting to the City Administrator. Please call 254-386-8116.

City Of Hamilton, Texas



Council Meeting Packet

April 9, 2020

6:00 PM

200 E. Main Street

Hamilton, TX 76531

This notice was published in the Hamilton Herald News on April 2, 2020:

**PUBLIC NOTICE
COMMUNITY DEVELOPMENT BLOCK GRANT**

The City of Hamilton invites all citizens to call in for a public hearing at 5:30 p.m. on April 9, 2020 to discuss and obtain comments regarding a proposed performance statement amendment to its 2018 Texas CDBG Program Community Enhancement Fund Contract 7218008. The City Hamilton on behalf of the Hamilton Hospital District is requesting to utilize the grant funds to purchase medical equipment and ambulances in place of the hospital expansion. The beneficiaries of the revised project will include all residents in the Hamilton EMS service area.

Citizen may participate by calling 872-240-3311 and entering passcode 970-106-029#.

Agenda

- 1) Open Meeting
- 2) Current Project
- 3) Reason for Change
- 4) Proposed Project
- 5) Budget
- 6) Beneficiaries
- 7) Comments and Question
- 8) Adjourn

Disabled persons or those who require auxiliary aids or services who wish to participate in this meeting should contact the City Manager at 254/386-8116 at least two days before the meeting to make arrangements. Written comments may be submitted or mailed to City Hall, 200 E. Main Street, Hamilton, Texas 76531 and will be accepted by the city until this public hearing is concluded.

A copy of the proposed amendment may be obtained by calling the City Hall during regular business hours. For more information concerning the city's TxCDBG project and/or this proposed contract amendment, please contact Ryan Polster, City of Hamilton, at 254/386-8116.

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Ryan W. Polster, City Secretary

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Agenda Item #1

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action on Approving the March 12, 2020 Regular Council Meeting Minutes.

**MINUTES OF REGULAR MEETING
OF THE GOVERNING BODY OF THE
CITY OF HAMILTON, TEXAS
MARCH 12, 2020**

A Regular Council Meeting of the Governing Body of the City of Hamilton, Texas was held on the 12th day of March, 2020 at 6:00 p.m. in City Hall, 200 East Main, Hamilton, Texas.

Present for the meeting:

Mayor Jim McInnis

Mayor Pro Tem Todd Jordan

Councilmember Cody Morris

Councilmember George Beard

Councilmember Justin Slone

Councilmember Shelley Voges

Attorney Connie White

City Secretary/Interim City Administrator

Ryan Polster

Others present: Police Chief Tony Yocham, Hamilton Herald News Maria Weaver and Kate Edwards, Code Enforcement Officer Karla Werkman, Joseph Polster, Emma Polster, Jaley Reich, Tarleton Student filming for 4-H Madison Mobley, Lynzee Bennett, Misti Polster, Daniel Thatcher, Vicki Beard, First Baptist Pastor Drew Dabbs, Keith Gatewood, Michael Langford, Bonnie Chism, Tom White, CCA Director Kimbra Hobbs, Lloyd and Bettye Huggins.

Item No. I: Mayor McInnis opened the meeting with a Prayer and Pledge of allegiance.

Item No. II: Public Comments. Drew Dabbs spoke about Law Enforcement and the efforts by the Hamilton Police and Sheriff Dept to keep the City of Hamilton a safe community. Mr. Dabbs said the Hamilton Police Department does a great job keeping Hamilton safe and the Police have always been there for him and his family. Keith Gatewood also spoke about law enforcement saying that he supports both the Hamilton Police and the Sheriff's Department. He asked that the council considers saving money but not at the expense of less protection than we already have. Lloyd Huggins, Precinct #3 County Commissioner, spoke about Michael Langford's effort to create a new meeting place for the Senior Center. Mr. Huggins thinks it is a good idea for the County to partner with the City.

Mayor spoke about the Coronavirus (COVID-19). He spoke about community concerns and the need to continue thinking about ways to aid and assist other entities such as the School, nursing homes, the Hospital, individuals and businesses.

Item No. III: The following agenda deliberations were discussed and/or action taken:

1. Morris made a Motion to approve the February 13, 2020 Regular Council Meeting Minutes. The Motion was seconded by Voges and passed unanimously.

2. Slone made a Motion to approve the February 27, 2020 Called Council Meeting Minutes. The Motion was seconded by Beard and passed unanimously.
3. Morris made a Motion to approving the February, 2020 Financial Report. The Motion was seconded by Jordan and passed unanimously.
4. No Report was given by the Hamilton Volunteer Fire Department.
5. Jordan made a Motion to Ratify a Government Obligation Contract for Continuation of Bobcat Lease. The Motion was Seconded by Morris and passed unanimously.
6. Slone made a Motion to authorizing the Mayor to Enter into an Agreement with Reavis Consulting Engineers for amending Division 2 and Division 3 of Article IV of Chapter 62 Utilities. The amendment would establish testing procedures, fees and penalties for noncompliance with wastewater discharge. The Motion was seconded by Beard and passed unanimously.
7. Jordan made a Motion to approving a Joint Community Election Agreement between The City of Hamilton and Hamilton Independent School District. The Motion was seconded by Slone and passed unanimously.
8. Resolution #10-20, authorizing funding, layout and installation of a Disc Golf Course in The Hamilton Sports Complex as presented by Joseph Polster for his 4-H project, passed unanimously with a Motion from Jordan and a second from Morris.
9. Jordan made a Motion to table discussion or an Ordinance Adopting Bulk Waste Permitting and usage fees until the April meeting. Motion was seconded by Morris and passed unanimously.
10. Michael Langford presented his board's idea to use the old Higginbothams location for a Senior Citizen Center instead of the current location in the Courthouse Annex. CCA Director Kimbra Hobbs also spoke about the current senior programming. Resolution #11-20, appointing Shelley Voges to an advisory board to study the feasibility of a City of Hamilton sponsored Senior Citizen Center, passed with a Motion from Slone and a second from Morris. Slone, Jordan, Voges and Morris voted in favor and Beard voted against.
11. Polster reported on the roads that were identified as top priority roads in the previous regular council meeting. Polster presented the different methods of maintaining the roads based on a Pavement Condition Index graph as well as and an estimated cost for each road or portion of road. No Action was taken.

Item No. IV: At 7:11pm, on Thursday March 12, 2020, City Council Convened into Executive Session in Compliance with the Provisions of the Texas Open

Meetings Law, Authorized by Government Code, Section 551.071, Consultation with Attorney, Contracts. City Council Closed the executive session at 7:33pm.

Item No. V: At 7:33pm City Council Reconvened into Open Session.

12. Resolution #12-20, Naming the Hamilton Police Department as the law enforcement provider for the City of Hamilton, passed unanimously with a Motion from Morris and a second from Beard.

Item No. VI: At 7:35pm, on Thursday March 12, 2020, City Council Convened into Executive Session in Compliance with the Provisions of the Texas Open Meetings Law, Authorized by Government Code, Section 551.074, Personnel Matters, Appointment of City Administrator/City Secretary. City Council Closed the executive session at 7:49pm.

Item No. VII: At 7:49pm City Council Reconvened into Open Session.

13. Resolution #13-20, Appointing Ryan Polster as City Administrator, passed unanimously with a Motion from Slone and a second from Morris.

Ryan Polster presented the City Administrator's Report.

- Polster updated council on the CTCOG Grant Workshop.
- Chief Yocham presented the police report to include animal control.
- Polster updated council on the hand cart audit and the frequency of future audits.
- Polster updated council on the airport sign, the need to upgrade the credit card reader and the need to upgrade the 100LL fuel filter vessel.
- Polster reported that, after a TCEQ inspection, the City of Hamilton Public Water System was recognized as a superior system.
- Polster handed out information on the Coronavirus from Texas House of Representative District 59 JD Sheffield and also other information from Texas Municipal Courts Education Center.

Item No. VIII: Future Agenda Items. Slone asked that the Citizen Survey be sent early and that it would contain the Senior Citizen Center. Jordan asked to have Bulk Waste revisions put on the April agenda. Slone asked to have City Secretary put on the next agenda.

Item No. IX: Mayor McInnis adjourned the Regular Council Meeting unanimously at 8:01pm with a Motion from Morris and a second from Slone.

Jim McInnis, Mayor

Ryan W. Polster, City Secretary



Agenda Item #2

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action on Approving the March, 2020 Financial Report.

MONIES ---MAR 2020

	29/02/2020	31/03/2020
GENERAL:		
General Fund Cash Clearing Acct	\$ 427,059.93	\$ 393,506.09
Oakwood Cemetary	\$ 102,493.56	\$ 102,493.56
General Fund TexPool #03	\$ 754,677.89	\$ 755,320.97
Total	\$ 1,284,231.38	\$ 1,251,320.62
Restricted Funds:		
Oakwood Cemetary TexPool #07	\$ 28,720.69	\$ 28,745.14
Police Vehicles TexPool #16	\$ 8,421.89	\$ 10,374.92
TXPL Fire Truck Fund	\$ 23,492.76	\$ 27,181.34
Roadway Maintenance Fee TexPool #20	\$ 82,433.88	\$ 82,525.81
Total	\$ 143,069.22	\$ 148,827.21
UTILITY:		
Utility Fund Cash Clearing Acct	\$ 76,418.29	\$ 84,705.18
Utility Fund TexPool #05	\$ 13,591.68	\$ 13,603.28
BANKCORP SOUTH CD	\$ 264,411.00	\$ 264,411.00
EXTRACOBANKS CD/89 SERIES	\$ 265,734.60	\$ 265,734.60
Discretionary Funds Texpool #21	\$ 45,729.57	\$ 53,361.75
Total	\$ 665,885.14	\$ 681,815.81
Restricted Funds:		
Meter Deposit TexPool #08	\$ 48,384.99	\$ 48,426.23
USDA WW O6 SERIES TexPool #12	\$ 35,552.47	\$ 41,122.13
Payment Fund 89 Series TexPool #01	\$ 51,037.23	\$ 70,626.04
2017 New Water Meters TexPool#17	\$ 236,351.98	\$ 243,261.21
	\$ 371,326.67	\$ 403,435.61
TOTAL	\$ 2,464,512.41	\$ 2,485,399.25
GENERAL FUND		
DAYS IN RESERVE	128 Days	128 Days
UTILITY FUND:		
DAYS IN RESERVE	85 Days	85 Days
Airport Fund TexPool #15	\$ 14,238.33	\$ 16,775.52
Airport Fund Cash Clearing Acct	\$ 54,126.62	\$ 54,204.27
TEXPOOL AVERAGE MONTHLY RATE	1.5908%	1.0034%

The City of Hamilton is in compliance with the Public Funds Investment Act [Section 2256.023]



City of Hamilton

Revenue Statement : 2019 - 2020

for Accounting Period 3/31/2020

GENERAL FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
10-04-401010	CURRENT PROPERTY TAXES	\$765,000.00	\$28,828.91	\$760,223.11	\$4,776.89	99.38
10-04-401030	DELINQUENT PROPERTY TAXES	\$21,000.00	\$1,285.19	\$11,920.70	\$9,079.30	56.77
10-04-401050	SALES TAX	\$614,000.00	\$49,130.77	\$357,165.12	\$256,834.88	58.17
10-04-401060	Franchise Tax Tx N Mexico	\$110,000.00	\$0.00	\$63,914.07	\$46,085.93	58.10
10-04-401061	Franchise Tax ATMOS GAS	\$35,000.00	\$0.00	\$15,475.80	\$19,524.20	44.22
10-04-401062	Franchise Tax CENTURY LINK	\$12,000.00	\$0.00	\$5,031.75	\$6,968.25	41.93
10-04-401064	FRANCHISE TAX MISC PYMNT	\$100.00	\$0.00	\$3.00	\$97.00	3.00
10-04-401065	Misc Right Of Way (ROW) Fees	\$200.00	\$0.00	\$846.43	(\$646.43)	423.22
10-04-401070	MIXED DRINK TAX	\$300.00	\$0.00	\$1,170.24	(\$870.24)	390.08
10-04-401071	Hotel/Motel Tax	\$19,000.00	\$298.40	\$13,524.23	\$5,475.77	71.18
10-04-401080	PENALTY/INTEREST-PROP TAX	\$14,000.00	\$2,377.73	\$5,832.20	\$8,167.80	41.66
10-04-401090	PERMITS	\$12,000.00	\$320.00	\$1,985.00	\$10,015.00	16.54
10-04-401140	MUNICIPAL COURT FINES	\$100,000.00	\$8,836.61	\$52,952.98	\$47,047.02	52.95
10-04-401145	Court Security Fee	\$2,500.00	\$417.56	\$1,824.12	\$675.88	72.96
10-04-401146	Court Technology Fee	\$4,000.00	\$362.46	\$1,990.42	\$2,009.58	49.76
10-04-401147	TP COURT EFFICIENCY	\$300.00	\$139.86	\$396.87	(\$96.87)	132.29
10-04-401148	CHILD SAFETY FUND TC EC	\$125.00	\$25.00	\$279.71	(\$154.71)	223.77
10-04-401149	LOCAL TRAFFIC RDS 2020	\$0.00	\$0.00	\$6.00	(\$6.00)	0.00
10-04-401150	10% RETAINED STATE CC	\$5,000.00	\$0.00	\$3,884.86	\$1,115.14	77.70
10-04-401151	LOCAL TRU PREV 2020 JUV CM	\$0.00	\$385.81	\$865.81	(\$865.81)	0.00
10-04-401152	LOCAL JURY FUND 2020	\$0.00	\$7.65	\$17.41	(\$17.41)	0.00
10-04-401160	CEMETERY REVENUES	\$5,000.00	\$24.45	\$3,359.57	\$1,640.43	67.19
10-04-401180	INTEREST EARNED	\$4,000.00	\$1,168.68	\$7,382.13	(\$3,382.13)	184.55
10-04-401200	MISCELLANEOUS	\$30,000.00	\$3,105.73	\$28,317.68	\$1,682.32	94.39
10-04-401291	CITY PROPERTY RENTAL	\$4,725.00	\$400.00	\$1,612.00	\$3,113.00	34.12
10-04-401400	SANITATION DEPARTMENT	\$555,000.00	\$48,972.94	\$293,236.54	\$261,763.46	52.84
10-04-401410	SALE OF GARBAGE BAGS	\$1,500.00	\$312.07	\$1,129.26	\$370.74	75.28
10-04-401420	PENALTY & INTEREST/GARBAG	\$6,000.00	\$410.95	\$2,930.51	\$3,069.49	48.84
10-04-401600	PARK/RECREATION	\$5,810.00	\$0.00	\$0.00	\$5,810.00	0.00
10-04-410070	Leased emp EDC	\$83,000.00	\$6,770.64	\$46,656.65	\$36,343.35	56.21
10-04-410075	HOSPITAL PD CONTRACT	\$121,000.00	\$7,244.08	\$32,404.88	\$88,595.12	26.78
10-04-460330	ANIMAL CONTROL REVENUE	\$500.00	\$200.00	\$615.00	(\$115.00)	123.00
10-04-460500	ROAD MAINTENANCE FEE	\$0.00	\$37.22	\$123.86	(\$123.86)	0.00



City of Hamilton
Revenue Statement : 2019 - 2020
for Accounting Period 3/31/2020

GENERAL FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
Total Dept.	REVENUE	\$2,531,060.00	\$161,062.71	\$1,717,077.91	\$813,982.09	67.84
Total Revenues	GENERAL FUND	\$2,531,060.00	\$161,062.71	\$1,717,077.91	\$813,982.09	67.84



City of Hamilton
Revenue Statement : 2019 - 2020
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UTILITY FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
60-54-460010	WATER SALES	\$1,348,680.00	\$97,745.08	\$647,153.13	\$701,526.87	47.98
60-54-460011	Water Sales from General	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00
60-54-460020	WATER SALES MULTI COUNTY	\$445,000.00	\$26,051.55	\$253,556.88	\$191,443.12	56.98
60-54-460030	PENALTY & INTEREST	\$20,000.00	\$1,497.72	\$10,869.58	\$9,130.42	54.35
60-54-460090	WATER TAPS	\$2,000.00	\$0.00	\$2,150.00	(\$150.00)	107.50
60-54-460110	SEWER SERVICE FEES	\$617,375.00	\$49,075.16	\$296,089.12	\$321,285.88	47.96
60-54-460120	CONNECT FEES	\$2,500.00	\$560.00	\$3,430.00	(\$930.00)	137.20
60-54-460130	SEWER TAPS	\$1,500.00	\$500.00	\$500.00	\$1,000.00	33.33
60-54-460210	INTEREST INCOME	\$2,000.00	\$382.72	\$3,118.97	(\$1,118.97)	155.95
60-54-460220	MISCELLANEOUS INCOME	\$0.00	\$925.75	\$45,454.02	(\$45,454.02)	0.00
60-54-460230	WATER METER FEE-2017 PROJECT	\$100,000.00	\$8,624.00	\$52,028.00	\$47,972.00	52.03
Total Dept.	UTILITY REVENUES	\$2,546,055.00	\$185,361.98	\$1,314,349.70	\$1,231,705.30	51.62
Total Revenues	UTILITY FUND	\$2,546,055.00	\$185,361.98	\$1,314,349.70	\$1,231,705.30	51.62



City of Hamilton
Revenue Statement : 2019 - 2020
for Accounting Period 3/31/2020

PARK/REC IMPR FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
70-06-401180	INTEREST EARNED	\$0.00	\$0.89	\$5.44	(\$5.44)	0.00
Total Dept.	PARKS/REC IMPR REV	\$0.00	\$0.89	\$5.44	(\$5.44)	0.00
Total Revenues	PARK/REC IMPR FUND	\$0.00	\$0.89	\$5.44	(\$5.44)	0.00



City of Hamilton
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POLICE FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
71-06-401180	INTEREST EARNED	\$0.00	\$1.13	\$6.91	(\$6.91)	0.00
Total Dept.	PARKS/REC IMPR REV	\$0.00	\$1.13	\$6.91	(\$6.91)	0.00
Total Revenues	POLICE FUND	\$0.00	\$1.13	\$6.91	(\$6.91)	0.00



City of Hamilton
Revenue Statement : 2019 - 2020
for Accounting Period 3/31/2020

AIRPORT FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
75-04-401270	FUEL SALES-JET	\$30,000.00	\$1,847.22	\$10,870.57	\$19,129.43	36.24
75-04-401271	FUEL SALES-100 LL	\$30,000.00	\$1,925.03	\$13,988.91	\$16,011.09	46.63
75-04-401500	OTHER RESOURCES	\$23,200.00	\$0.00	\$0.00	\$23,200.00	0.00
75-04-401610	GRANT REVENUE/AIRPORT	\$20,000.00	\$0.00	\$31,168.54	(\$11,168.54)	155.84
75-04-401620	TRANS FOR GRANT-STREET FUND	\$23,200.00	\$0.00	\$0.00	\$23,200.00	0.00
75-04-460012	LAND LEASE	\$1,920.00	\$0.00	\$2,240.00	(\$320.00)	116.67
75-04-460013	HANGAR REVENUE	\$39,000.00	\$2,540.00	\$19,306.25	\$19,693.75	49.50
Total Dept.	REVENUE	\$167,320.00	\$6,312.25	\$77,574.27	\$89,745.73	46.36
Total Revenues	AIRPORT FUND	\$167,320.00	\$6,312.25	\$77,574.27	\$89,745.73	46.36



City of Hamilton
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GRANT FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
90-04-401710	TRANSFER IN FROM UTILITY FUND FOR '89 SERIES PMT	\$0.00	\$19,537.00	\$97,685.00	(\$97,685.00)	0.00
Total Dept.	REVENUE	\$0.00	\$19,537.00	\$97,685.00	(\$97,685.00)	0.00



City of Hamilton
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GRANT FUND

Account #	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	Uncollected YTD	% Coll
90-05-501008	CDBG REV 2017	\$0.00	\$13,184.33	\$13,184.33	(\$13,184.33)	0.00
90-05-501100	INTEREST INCOME	\$0.00	\$51.81	\$817.44	(\$817.44)	0.00
Total Dept.	GRANT RECEIPTS	\$0.00	\$13,236.14	\$14,001.77	(\$14,001.77)	0.00
Total Revenues	GRANT FUND	\$0.00	\$32,773.14	\$111,686.77	(\$111,686.77)	0.00
Grand Total		\$5,244,435.00	\$385,512.10	\$3,220,701.00	\$2,023,734.00	61.41



City of Hamilton
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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	11	CONTRACT SERVICES					
10-11-615011	HAMILTON CO APPRAISAL DIS	\$25,000.00	\$8,753.18	\$24,920.64	\$0.00	\$79.36	99.68
10-11-615053	SANITATION	\$420,000.00	\$37,767.68	\$230,402.84	\$0.00	\$189,597.16	54.86
10-11-645011	UNITED CARE	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00	100.00
10-11-645021	ECON DEV CORP 1/2 SALES	\$199,000.00	\$16,376.92	\$119,055.04	\$0.00	\$79,944.96	59.83
10-11-645030	LIBRARY OPERATIONS	\$20,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	50.00
Total Dept.	CONTRACT SERVICES	\$670,000.00	\$62,897.78	\$390,378.52	\$0.00	\$279,621.48	58.27



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	12	FIRE DEPARTMENT					
10-12-601710	ACTIVE FIREMEN	\$6,000.00	\$500.00	\$3,000.00	\$0.00	\$3,000.00	50.00
10-12-601750	Retired Firemen	\$2,700.00	\$250.00	\$1,500.00	\$0.00	\$1,200.00	55.56
10-12-610190	GAS/DIESEL	\$300.00	\$300.00	\$300.00	\$0.00	\$0.00	100.00
10-12-616000	Electrical	\$1,500.00	\$105.14	\$691.96	\$0.00	\$808.04	46.13
10-12-616001	Gas	\$1,500.00	\$176.35	\$846.39	\$0.00	\$653.61	56.43
10-12-616002	Water/Sewer	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0.00
10-12-625010	CITY Vehicles/Equipment	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0.00
10-12-630040	BUILDING & YARD	\$6,000.00	\$81.51	\$397.51	\$0.00	\$5,602.49	6.63
10-12-635110	MISCELLANEOUS	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00
10-12-691070	DEBT SER CAP LEASE PRIN	\$39,300.00	\$0.00	\$40,178.66	\$0.00	(\$878.66)	102.24
10-12-691071	DEBT SER CAP LEASE INT	\$4,715.00	\$0.00	\$3,814.34	\$0.00	\$900.66	80.90
Total Dept.	FIRE DEPARTMENT	\$68,415.00	\$1,413.00	\$50,728.86	\$0.00	\$17,686.14	74.15



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	13	STREETS					
10-13-601610	REGULAR SALARIES	\$85,805.00	\$5,219.72	\$47,024.07	\$0.00	\$38,780.93	54.80
10-13-601660	OVERTIME	\$4,000.00	\$407.81	\$3,802.26	\$0.00	\$197.74	95.06
10-13-605000	MEDICARE	\$1,244.00	\$79.79	\$706.52	\$0.00	\$537.48	56.79
10-13-605010	SOCIAL SECURITY	\$5,320.00	\$341.21	\$3,021.14	\$0.00	\$2,298.86	56.79
10-13-605020	HOSPITALIZATION/LIFE	\$11,900.00	\$1,232.64	\$9,450.24	\$0.00	\$2,449.76	79.41
10-13-605030	WORKMANS COMPENSATION	\$12,000.00	\$504.23	\$4,439.01	\$0.00	\$7,560.99	36.99
10-13-605040	PENSION CONTRIBUTION	\$15,600.00	\$864.95	\$8,398.49	\$0.00	\$7,201.51	53.84
10-13-605060	UNIFORMS	\$1,000.00	\$125.18	\$693.80	\$0.00	\$306.20	69.38
10-13-610190	GAS/DIESEL	\$13,000.00	\$609.02	\$3,377.78	\$0.00	\$9,622.22	25.98
10-13-610210	MINOR TOOLS & SUPPLIES	\$5,800.00	\$189.55	\$2,019.50	\$0.00	\$3,780.50	34.82
10-13-610250	STREET PAINTING	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0.00
10-13-615030	TELEPHONE	\$2,000.00	\$260.50	\$1,075.51	\$0.00	\$924.49	53.78
10-13-615050	STREET LIGHTING	\$42,000.00	\$2,711.17	\$16,130.55	\$0.00	\$25,869.45	38.41
10-13-616000	Electrical	\$4,000.00	\$313.23	\$2,101.80	\$0.00	\$1,898.20	52.55
10-13-616005	UTILITY GAS	\$2,000.00	\$515.36	\$1,713.88	\$0.00	\$286.12	85.69
10-13-625010	CITY Vehicles/Equipment	\$15,000.00	\$137.41	\$6,821.47	\$0.00	\$8,178.53	45.48
10-13-625020	STREET SIGNS	\$4,000.00	\$0.00	\$1,260.94	\$0.00	\$2,739.06	31.52
10-13-625090	EQUIP-BACKHOE&TRACTOR	\$21,000.00	\$2,043.03	\$13,888.70	\$0.00	\$7,111.30	66.14
10-13-630040	BUILDING & YARD	\$1,000.00	\$95.86	\$5,067.73	\$0.00	(\$4,067.73)	506.77
10-13-635010	ASPHALT & CALICHE	\$70,000.00	\$6,525.01	\$27,027.52	\$0.00	\$42,972.48	38.61
10-13-635020	SEALCOATING/PAVING	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0.00
10-13-635030	BRIDGES/CULVERTS	\$15,000.00	\$8,480.00	\$8,838.00	\$0.00	\$6,162.00	58.92
10-13-640042	Chemicals-Mosquito Cntrl	\$2,000.00	\$0.00	\$1,046.97	\$0.00	\$953.03	52.35
10-13-651121	CAPITAL IMPROVEMENT PROJECT	\$37,396.00	\$0.00	\$0.00	\$0.00	\$37,396.00	0.00
Total Dept.	STREETS	\$451,865.00	\$30,655.67	\$167,905.88	\$0.00	\$283,959.12	37.16



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GENERAL FUND

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Department	15	PARKS					
10-15-601414	SECURITY	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
10-15-601610	REGULAR SALARIES	\$63,900.00	\$6,729.00	\$39,562.75	\$0.00	\$24,337.25	61.91
10-15-601615	SWIM POOL MANAGER	\$3,900.00	\$0.00	\$0.00	\$0.00	\$3,900.00	0.00
10-15-601616	ASSIST POOL MNGR	\$3,400.00	\$0.00	\$0.00	\$0.00	\$3,400.00	0.00
10-15-601617	LIFEGUARDS	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00	0.00
10-15-601618	SEASONAL EMPLOYEES	\$6,000.00	\$0.00	\$667.50	\$0.00	\$5,332.50	11.13
10-15-601660	OVERTIME	\$1,000.00	\$252.00	\$2,760.19	\$0.00	(\$1,760.19)	276.02
10-15-605000	MEDICARE	\$1,390.00	\$100.22	\$617.33	\$0.00	\$772.67	44.41
10-15-605010	SOCIAL SECURITY	\$4,900.00	\$428.53	\$2,639.68	\$0.00	\$2,260.32	53.87
10-15-605020	HOSPITALIZATION/LIFE	\$6,000.00	\$821.76	\$5,341.44	\$0.00	\$658.56	89.02
10-15-605030	WORKMANS COMPENSATION	\$3,800.00	\$279.24	\$1,719.62	\$0.00	\$2,080.38	45.25
10-15-605040	PENSION CONTRIBUTION	\$8,100.00	\$801.09	\$6,055.70	\$0.00	\$2,044.30	74.76
10-15-605060	UNIFORMS	\$1,000.00	\$0.00	\$815.59	\$0.00	\$184.41	81.56
10-15-610030	OFFICE SUPPLIES	\$250.00	\$0.00	\$24.97	\$0.00	\$225.03	9.99
10-15-610090	MERCHANDISE FOR RESALE	\$694.00	\$0.00	\$0.00	\$0.00	\$694.00	0.00
10-15-610110	JANITORIAL SUPPLIES	\$500.00	\$0.00	\$56.13	\$0.00	\$443.87	11.23
10-15-610130	CHEMICALS	\$1,500.00	\$135.85	\$307.35	\$0.00	\$1,192.65	20.49
10-15-610175	SWIMMING POOL CHEMICALS	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0.00
10-15-610190	GAS/DIESEL	\$6,000.00	\$115.20	\$1,220.87	\$0.00	\$4,779.13	20.35
10-15-610210	MINOR TOOLS & SUPPLIES	\$4,000.00	\$187.98	\$1,354.80	\$0.00	\$2,645.20	33.87
10-15-610211	Inmate food & drink	\$2,000.00	\$24.77	\$354.44	\$0.00	\$1,645.56	17.72
10-15-615030	TELEPHONE	\$1,500.00	\$201.45	\$922.26	\$0.00	\$577.74	61.48
10-15-616000	Electrical	\$14,000.00	\$503.93	\$11,028.84	\$0.00	\$2,971.16	78.78
10-15-616001	Gas	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
10-15-616002	Water/Sewer	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.00
10-15-625010	CITY Vehicles/Equipment	\$3,000.00	\$38.48	\$570.34	\$0.00	\$2,429.66	19.01
10-15-625040	PLAYGROUND/PICNIC TABLES	\$1,500.00	\$0.00	\$2,045.98	\$0.00	(\$545.98)	136.40
10-15-625090	MOWING EQUIPMENT	\$7,500.00	\$0.00	\$8,807.38	\$0.00	(\$1,307.38)	117.43
10-15-630010	ELECTRICAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
10-15-630020	PLUMBING	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00
10-15-635070	BUILDINGS/PAVILLION	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
10-15-640040	TRAVEL/SCHOOLS	\$0.00	\$0.00	\$167.28	\$0.00	(\$167.28)	0.00



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	15	PARKS					
Total Dept.	PARKS	\$168,634.00	\$10,619.50	\$87,040.44	\$0.00	\$81,593.56	51.62



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	17	POLICE-HOSPITAL SECURITY					
10-17-601610	REGULAR SALARIES	\$71,000.00	\$2,692.32	\$19,043.97	\$0.00	\$51,956.03	26.82
10-17-601660	OVERTIME	\$0.00	\$0.00	\$75.72	\$0.00	(\$75.72)	0.00
10-17-605000	MEDICARE	\$1,100.00	\$37.36	\$267.18	\$0.00	\$832.82	24.29
10-17-605010	SOCIAL SECURITY	\$4,450.00	\$159.76	\$1,142.43	\$0.00	\$3,307.57	25.67
10-17-605020	HOSPITALIZATION	\$7,700.00	\$410.88	\$2,670.72	\$0.00	\$5,029.28	34.68
10-17-605030	WORKMAN'S COMPENSATION	\$3,100.00	\$117.12	\$831.71	\$0.00	\$2,268.29	26.83
10-17-605040	PENSION CONTRIBUTION	\$12,300.00	\$413.80	\$3,190.50	\$0.00	\$9,109.50	25.94
10-17-605060	UNIFORMS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
10-17-640040	TRAINING/TRAVEL	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
Total Dept.	POLICE-HOSPITAL SECURITY	\$101,650.00	\$3,831.24	\$27,222.23	\$0.00	\$74,427.77	26.78



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	18	ADMINISTRATION					
10-18-601610	REGULAR SALARIES	\$180,000.00	\$13,478.22	\$89,372.78	\$0.00	\$90,627.22	49.65
10-18-605000	MEDICARE	\$2,840.00	\$161.90	\$1,160.39	\$0.00	\$1,679.61	40.86
10-18-605010	SOCIAL SECURITY	\$11,680.00	\$692.21	\$4,961.19	\$0.00	\$6,718.81	42.48
10-18-605020	HOSPITALIZATION/LIFE	\$7,535.00	\$516.02	\$3,294.30	\$0.00	\$4,240.70	43.72
10-18-605030	WORKMANS COMPENSATION	\$850.00	\$57.00	\$391.26	\$0.00	\$458.74	46.03
10-18-605040	PENSION CONTRIBUTION	\$33,000.00	\$1,946.69	\$14,579.89	\$0.00	\$18,420.11	44.18
10-18-610010	POSTAGE	\$800.00	\$119.55	\$119.55	\$0.00	\$680.45	14.94
10-18-610030	OFFICE SUPPLIES	\$2,000.00	\$75.57	\$1,042.83	\$0.00	\$957.17	52.14
10-18-610070	SUNDRY/FEES	\$200.00	\$0.00	\$35.00	\$0.00	\$165.00	17.50
10-18-610150	PEST CONTROL	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0.00
10-18-610210	MINOR TOOLS & SUPPLIES	\$500.00	\$15.77	\$126.58	\$0.00	\$373.42	25.32
10-18-615020	INSURANCE	\$20,000.00	\$0.00	\$23,309.82	\$0.00	(\$3,309.82)	116.55
10-18-615030	TELEPHONE	\$5,000.00	\$405.56	\$2,061.10	\$0.00	\$2,938.90	41.22
10-18-615070	LEGAL AUDITING	\$12,700.00	\$0.00	\$10,755.00	\$0.00	\$1,945.00	84.69
10-18-615080	LEGAL NOTICES	\$300.00	\$83.48	\$283.83	\$0.00	\$16.17	94.61
10-18-615090	ELECTIONS	\$3,000.00	\$42.39	\$779.49	\$0.00	\$2,220.51	25.98
10-18-616000	Electrical	\$2,400.00	\$97.23	\$712.49	\$0.00	\$1,687.51	29.69
10-18-616001	Gas	\$700.00	\$63.87	\$324.89	\$0.00	\$375.11	46.41
10-18-616002	Water/Sewer	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
10-18-625070	FURNITURE & FIXTURES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
10-18-630040	BUILDING & YARD	\$2,000.00	\$33.55	\$2,631.36	\$0.00	(\$631.36)	131.57
10-18-640032	DUES	\$2,800.00	\$92.00	\$818.00	\$0.00	\$1,982.00	29.21
10-18-640040	TRAVEL/SCHOOLS	\$5,000.00	\$753.02	\$3,337.21	\$0.00	\$1,662.79	66.74
10-18-645020	CONTINGENCY FUND	\$5,000.00	\$70.89	\$8,061.44	\$0.00	(\$3,061.44)	161.23
10-18-645023	Hotel/Motel tax-Chamber	\$19,000.00	\$832.91	\$10,629.33	\$0.00	\$8,370.67	55.94
10-18-645075	MAIN STREET PROGRAM	\$30,000.00	\$1,764.70	\$5,294.10	\$0.00	\$24,705.90	17.65
Total Dept.	ADMINISTRATION	\$349,405.00	\$21,302.53	\$184,081.83	\$0.00	\$165,323.17	52.68



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	20	MUNICIPAL COURT					
10-20-601025	JUDGE FEES	\$7,000.00	\$580.00	\$3,480.00	\$0.00	\$3,520.00	49.71
10-20-601310	CITY ATTORNEY	\$3,000.00	\$512.32	\$2,480.37	\$0.00	\$519.63	82.68
10-20-601610	REGULAR SALARIES	\$42,500.00	\$3,009.28	\$19,999.35	\$0.00	\$22,500.65	47.06
10-20-605000	MEDICARE	\$580.00	\$52.97	\$337.59	\$0.00	\$242.41	58.21
10-20-605010	SOCIAL SECURITY	\$2,480.00	\$226.50	\$1,443.49	\$0.00	\$1,036.51	58.21
10-20-605020	HOSPITALIZATION/LIFE	\$5,016.00	\$410.88	\$2,670.72	\$0.00	\$2,345.28	53.24
10-20-605030	WORKMANS COMPENSATION	\$190.00	\$18.10	\$114.69	\$0.00	\$75.31	60.36
10-20-605040	PENSION CONTRIBUTION	\$7,700.00	\$541.24	\$3,740.15	\$0.00	\$3,959.85	48.57
10-20-610010	POSTAGE	\$1,600.00	\$118.90	\$581.41	\$0.00	\$1,018.59	36.34
10-20-610050	PRINTING/OFFICE SUPPLIES	\$1,400.00	\$154.19	\$922.29	\$0.00	\$477.71	65.88
10-20-610070	FEES/DUES	\$200.00	\$0.00	\$55.00	\$0.00	\$145.00	27.50
10-20-615030	TELEPHONE	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0.00
10-20-640040	TRAVEL/SCHOOLS	\$700.00	\$0.00	\$500.00	\$0.00	\$200.00	71.43
10-20-645035	COURT FEES DUE TO CASA	\$200.00	\$0.00	\$1,120.08	\$0.00	(\$920.08)	560.04
10-20-645040	COURT SECURITY UPDATE	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00
Total Dept.	MUNICIPAL COURT	\$73,266.00	\$5,624.38	\$37,445.14	\$0.00	\$35,820.86	51.11



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Department	22	ADMIN/COUNCIL					
10-22-601010	MAYOR	\$1,500.00	\$125.00	\$750.00	\$0.00	\$750.00	50.00
10-22-601020	COUNCIL	\$1,500.00	\$125.00	\$750.00	\$0.00	\$750.00	50.00
10-22-601310	CITY ATTORNEY	\$8,000.00	\$497.28	\$1,491.82	\$0.00	\$6,508.18	18.65
10-22-605000	MEDICARE	\$75.00	\$10.73	\$43.05	\$0.00	\$31.95	57.40
10-22-605010	SOCIAL SECURITY	\$350.00	\$45.92	\$184.45	\$0.00	\$165.55	52.70
10-22-605030	WORKMANS COMPENSATION	\$35.00	\$3.23	\$12.66	\$0.00	\$22.34	36.17
10-22-605040	Pension Compensation	\$1,200.00	\$76.44	\$229.30	\$0.00	\$970.70	19.11
10-22-640032	DUES	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00
10-22-640040	TRAVEL-COUNCIL	\$500.00	\$0.00	\$205.77	\$0.00	\$294.23	41.15
10-22-645032	Council Meetings	\$2,500.00	\$56.08	\$929.25	\$0.00	\$1,570.75	37.17
Total Dept.	ADMIN/COUNCIL	\$15,910.00	\$939.68	\$4,596.30	\$0.00	\$11,313.70	28.89



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	24	POLICE DEPARTMENT					
10-24-601412	FIELD INVESTIGATION	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
10-24-601610	REGULAR SALARIES	\$305,400.00	\$25,003.37	\$157,131.88	\$0.00	\$148,268.12	51.45
10-24-601660	OVERTIME	\$10,000.00	\$1,194.78	\$6,665.68	\$0.00	\$3,334.32	66.66
10-24-605000	MEDICARE	\$4,425.00	\$374.61	\$2,352.68	\$0.00	\$2,072.32	53.17
10-24-605010	SOCIAL SECURITY	\$18,900.00	\$1,601.80	\$10,059.55	\$0.00	\$8,840.45	53.23
10-24-605020	HOSPITALIZATION	\$40,150.00	\$2,876.16	\$17,462.40	\$0.00	\$22,687.60	43.49
10-24-605030	WORKMAN'S COMP	\$13,300.00	\$1,047.57	\$6,551.31	\$0.00	\$6,748.69	49.26
10-24-605040	PENSION CONTRIBUTION	\$55,900.00	\$4,026.65	\$27,140.12	\$0.00	\$28,759.88	48.55
10-24-605060	UNIFORMS	\$6,500.00	\$0.00	\$489.34	\$0.00	\$6,010.66	7.53
10-24-610010	POSTAGE	\$300.00	\$120.25	\$304.74	\$0.00	(\$4.74)	101.58
10-24-610030	OFFICE SUPPLIES	\$2,500.00	\$140.44	\$1,517.68	\$0.00	\$982.32	60.71
10-24-610172	TESTING/EXAM	\$500.00	\$0.00	\$10.00	\$0.00	\$490.00	2.00
10-24-610190	FUEL/OIL	\$18,000.00	\$1,880.53	\$10,028.73	\$0.00	\$7,971.27	55.72
10-24-615030	TELEPHONE	\$4,000.00	\$693.94	\$3,093.06	\$0.00	\$906.94	77.33
10-24-615031	SOFTWARE SUPPORT	\$13,500.00	\$127.66	\$10,112.40	\$0.00	\$3,387.60	74.91
10-24-615041	DISPATCH AND JAIL	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
10-24-615080	LEGAL NOTICE	\$100.00	\$0.00	\$96.25	\$0.00	\$3.75	96.25
10-24-625010	VEHICLE REPAIR	\$10,000.00	\$1,552.15	\$10,359.37	\$0.00	(\$359.37)	103.59
10-24-625015	EQUIPMENT REPAIR	\$2,000.00	\$0.00	\$579.88	\$0.00	\$1,420.12	28.99
10-24-635110	MISCELLANEOUS	\$3,000.00	\$153.74	\$1,714.51	\$0.00	\$1,285.49	57.15
10-24-640031	DUES/SUBSCRIPTIONS	\$500.00	\$270.00	\$568.36	\$0.00	(\$68.36)	113.67
10-24-640032	EDUCATION MATERIAL	\$350.00	\$92.00	\$445.00	\$0.00	(\$95.00)	127.14
10-24-640040	TRAINING/TRAVEL	\$4,000.00	\$110.00	\$605.00	\$0.00	\$3,395.00	15.13
10-24-651121	CAPITAL IMPROVEMENT	\$7,000.00	\$0.00	\$27,308.49	\$0.00	(\$20,308.49)	390.12
10-24-691070	POLICE VEHICLE CAPITAL DEBT SERVICE-PRINCIPLE	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0.00
10-24-691071	POLICE VEHICLE CAPITAL DEBT SERVICE-INTEREST	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0.00
Total Dept.	POLICE DEPARTMENT	\$538,325.00	\$41,265.65	\$294,596.43	\$0.00	\$243,728.57	54.72



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	26	CODE ENFORCEMENT					
10-26-601610	REGULAR SALARIES	\$30,000.00	\$2,999.99	\$20,507.64	\$0.00	\$9,492.36	68.36
10-26-601660	OVERTIME	\$0.00	\$219.23	\$2,294.22	\$0.00	(\$2,294.22)	0.00
10-26-605000	MEDICARE	\$450.00	\$46.16	\$327.51	\$0.00	\$122.49	72.78
10-26-605010	SOCIAL SECURITY	\$1,850.00	\$197.44	\$1,400.74	\$0.00	\$449.26	75.72
10-26-605020	HOSPITALIZATION/LIFE	\$3,900.00	\$410.88	\$2,670.72	\$0.00	\$1,229.28	68.48
10-26-605030	WORKMANS COMPENSATION	\$300.00	\$140.03	\$991.81	\$0.00	(\$691.81)	330.60
10-26-605040	PENSION CONTRIBUTION	\$5,300.00	\$494.79	\$3,790.43	\$0.00	\$1,509.57	71.52
10-26-610010	POSTAGE	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0.00
10-26-610030	OFFICE SUPPLIES	\$200.00	\$10.50	\$106.73	\$0.00	\$93.27	53.37
10-26-615030	TELEPHONE	\$450.00	\$36.52	\$293.18	\$0.00	\$156.82	65.15
10-26-615080	LEGAL NOTICES	\$500.00	\$0.00	\$13.75	\$0.00	\$486.25	2.75
10-26-625010	CITY VEHICLES/EQUIPMENT	\$1,500.00	\$0.00	\$76.38	\$0.00	\$1,423.62	5.09
10-26-640032	DUES	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00
10-26-640040	TRAVEL/SCHOOLS	\$500.00	\$0.00	\$150.00	\$0.00	\$350.00	30.00
Total Dept.	CODE ENFORCEMENT	\$45,250.00	\$4,555.54	\$32,623.11	\$0.00	\$12,626.89	72.10



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GENERAL FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	28	ANIMAL CONTROL					
10-28-601610	REGULAR SALARIES	\$26,700.00	\$2,000.00	\$12,556.25	\$0.00	\$14,143.75	47.03
10-28-601660	OVERTIME	\$0.00	\$121.88	\$721.88	\$0.00	(\$721.88)	0.00
10-28-605000	MEDICARE	\$400.00	\$30.47	\$190.78	\$0.00	\$209.22	47.70
10-28-605010	SOCIAL SECURITY	\$1,670.00	\$130.31	\$815.77	\$0.00	\$854.23	48.85
10-28-605020	HOSPITALIZATION/LIFE	\$3,900.00	\$410.88	\$2,670.72	\$0.00	\$1,229.28	68.48
10-28-605030	WORKMANS COMPENSATION	\$270.00	\$132.62	\$829.88	\$0.00	(\$559.88)	307.36
10-28-605040	PENSION CONTRIBUTION	\$4,800.00	\$326.14	\$2,214.85	\$0.00	\$2,585.15	46.14
10-28-605060	UNIFORMS	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00
10-28-610020	ANIMAL FEED/MISC	\$8,200.00	\$468.98	\$2,987.96	\$0.00	\$5,212.04	36.44
10-28-625010	CITY VEHICLES/EQUIPMENT	\$2,000.00	\$15.18	\$1,066.01	\$0.00	\$933.99	53.30
10-28-640040	TRAINING/TRAVEL	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00
Total Dept.	ANIMAL CONTROL	\$48,340.00	\$3,636.46	\$24,054.10	\$0.00	\$24,285.90	49.76
Total Fund	GENERAL FUND	\$2,531,060.00	\$186,741.43	\$1,300,672.84	\$0.00	\$1,230,387.16	51.39



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UTILITY FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	63	WATER DISTRIBUTION					
60-63-401700	TRANSFER OUT TO UTILITY FUND FOR '89 SERIES PMT	\$0.00	\$19,537.00	\$97,685.00	\$0.00	(\$97,685.00)	0.00
60-63-601610	REGULAR SALARIES	\$125,800.00	\$6,105.45	\$51,250.18	\$0.00	\$74,549.82	40.74
60-63-601660	OVERTIME	\$5,000.00	\$309.81	\$3,558.33	\$0.00	\$1,441.67	71.17
60-63-605000	MEDICARE	\$1,850.00	\$82.25	\$729.66	\$0.00	\$1,120.34	39.44
60-63-605010	SOCIAL SECURITY	\$7,800.00	\$351.72	\$3,120.08	\$0.00	\$4,679.92	40.00
60-63-605020	HOSPITALIZATION/LIFE	\$20,075.00	\$1,027.20	\$7,395.84	\$0.00	\$12,679.16	36.84
60-63-605030	WORKMANS COMPENSATION	\$7,200.00	\$329.64	\$2,813.82	\$0.00	\$4,386.18	39.08
60-63-605040	PENSION CONTRIBUTION	\$23,800.00	\$986.02	\$9,230.23	\$0.00	\$14,569.77	38.78
60-63-605060	UNIFORMS	\$2,000.00	\$37.20	\$1,669.22	\$0.00	\$330.78	83.46
60-63-610130	CHEMICALS	\$99.09	\$0.00	\$0.00	\$0.00	\$99.09	0.00
60-63-610170	LABORATORY SUPPLIES	\$250.00	\$0.00	\$233.33	\$0.00	\$16.67	93.33
60-63-610190	GAS/DIESEL	\$10,000.00	\$544.07	\$3,826.90	\$0.00	\$6,173.10	38.27
60-63-610210	MINOR TOOLS & SUPPLIES	\$2,000.00	\$438.56	\$3,256.00	\$0.00	(\$1,256.00)	162.80
60-63-615030	TELEPHONE	\$3,600.00	\$182.02	\$847.49	\$0.00	\$2,752.51	23.54
60-63-615120	DUES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
60-63-615150	WATER PURCHASES ULRMWD	\$1,200,000.00	\$141,960.00	\$655,071.69	\$0.00	\$544,928.31	54.59
60-63-615160	TCEQ WATER SYSTEM FEES	\$4,500.00	\$200.00	\$393.95	\$0.00	\$4,106.05	8.75
60-63-615170	LABORATORY TESTING	\$3,000.00	\$253.80	\$2,079.50	\$0.00	\$920.50	69.32
60-63-616000	Electrical	\$40,000.00	\$2,498.51	\$15,931.32	\$0.00	\$24,068.68	39.83
60-63-616005	UTILITY GAS	\$600.00	\$244.00	\$244.00	\$0.00	\$356.00	40.67
60-63-625011	VEHICLES & EQUIPMENT	\$10,000.00	\$606.51	\$4,895.16	\$0.00	\$5,104.84	48.95
60-63-625150	WATER MAINS/SYSTEM REPAIR	\$55,000.00	\$7,030.92	\$21,896.03	\$0.00	\$33,103.97	39.81
60-63-630060	SUNDRY/FEES	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00
60-63-640020	SCHOOLS	\$2,000.00	\$810.00	\$1,114.33	\$0.00	\$885.67	55.72
60-63-645033	After Hours Meals	\$500.00	\$74.74	\$93.76	\$0.00	\$406.24	18.75
60-63-651180	CAPITAL IMPROVEMENTS	\$20,000.00	\$1,575.07	\$7,102.28	\$0.00	\$12,897.72	35.51
60-63-691010	PIPELINE PROJECT/89 FMHA	\$204,046.00	\$0.00	\$19,537.00	\$0.00	\$184,509.00	9.57
60-63-691030	Note Payable Water Meters Int	\$80,449.91	\$0.00	\$0.00	\$0.00	\$80,449.91	0.00
60-63-691041	TOWER MAINTENANCE	\$63,635.00	\$35.60	\$19,630.11	\$0.00	\$44,004.89	30.85
Total Dept.	WATER DISTRIBUTION	\$1,893,955.00	\$185,220.09	\$933,605.21	\$0.00	\$960,349.79	49.29



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UTILITY FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	64	ADMIN/ACCOUNTING					
		G					
60-64-601310	CITY ATTORNEY	\$6,000.00	\$497.28	\$1,491.82	\$0.00	\$4,508.18	24.86
60-64-601411	Admin Car Allowance	\$1,000.00	\$0.00	\$44.79	\$0.00	\$955.21	4.48
60-64-601610	REGULAR SALARIES	\$84,000.00	\$6,154.00	\$41,143.92	\$0.00	\$42,856.08	48.98
60-64-601660	OVERTIME	\$0.00	\$751.39	\$2,400.59	\$0.00	(\$2,400.59)	0.00
60-64-605000	MEDICARE	\$1,250.00	\$103.92	\$649.20	\$0.00	\$600.80	51.94
60-64-605010	SOCIAL SECURITY	\$5,200.00	\$444.33	\$2,776.06	\$0.00	\$2,423.94	53.39
60-64-605020	HOSPITALIZATION/LIFE	\$7,375.00	\$924.48	\$5,136.00	\$0.00	\$2,239.00	69.64
60-64-605030	WORKMANS COMPENSATION	\$400.00	\$33.31	\$202.68	\$0.00	\$197.32	50.67
60-64-605040	PENSION CONTRIBUTION	\$15,900.00	\$1,137.80	\$7,586.65	\$0.00	\$8,313.35	47.71
60-64-610010	POSTAGE	\$8,000.00	\$532.02	\$3,648.84	\$0.00	\$4,351.16	45.61
60-64-610030	OFFICE SUPPLIES	\$4,500.00	\$75.55	\$1,019.87	\$0.00	\$3,480.13	22.66
60-64-610070	SUNDRY/FEES	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00
60-64-610210	MINOR TOOLS & SUPPLIES	\$250.00	\$12.77	\$77.40	\$0.00	\$172.60	30.96
60-64-615020	INSURANCE	\$21,000.00	\$0.00	\$23,309.82	\$0.00	(\$2,309.82)	111.00
60-64-615022	TELEPHONE	\$3,500.00	\$389.02	\$1,879.59	\$0.00	\$1,620.41	53.70
60-64-615070	LEGAL AUDITING	\$11,125.00	\$0.00	\$10,755.00	\$0.00	\$370.00	96.67
60-64-615080	LEGAL NOTICES	\$250.00	\$47.07	\$119.37	\$0.00	\$130.63	47.75
60-64-616000	Electrical	\$2,300.00	\$97.23	\$712.47	\$0.00	\$1,587.53	30.98
60-64-616001	Gas	\$600.00	\$63.87	\$324.87	\$0.00	\$275.13	54.15
60-64-625050	OFFICE MACHINES	\$25,000.00	\$707.26	\$13,968.02	\$0.00	\$11,031.98	55.87
60-64-625070	FURNITURE & FIXTURES	\$1,000.00	\$170.00	\$1,230.50	\$0.00	(\$230.50)	123.05
60-64-640032	DUES	\$1,000.00	\$50.00	\$300.00	\$0.00	\$700.00	30.00
60-64-640040	TRAVEL/SCHOOLS	\$1,500.00	\$0.00	\$130.00	\$0.00	\$1,370.00	8.67
60-64-645020	CONTINGENCY FUND	\$15,000.00	\$0.00	\$1,000.24	\$0.00	\$13,999.76	6.67
60-64-671030	Professional Fees/Eng	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0.00
Total Dept.	ADMIN/ACCOUNTING	\$246,400.00	\$12,191.30	\$119,907.70	\$0.00	\$126,492.30	48.66



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UTILITY FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	65	SEWER SYSTEM					
60-65-601610	REGULAR SALARIES	\$73,500.00	\$5,921.05	\$33,913.46	\$0.00	\$39,586.54	46.14
60-65-601660	OVERTIME	\$8,000.00	\$922.88	\$2,744.96	\$0.00	\$5,255.04	34.31
60-65-605000	MEDICARE	\$1,180.00	\$98.52	\$526.87	\$0.00	\$653.13	44.65
60-65-605010	SOCIAL SECURITY	\$5,050.00	\$421.28	\$2,252.81	\$0.00	\$2,797.19	44.61
60-65-605020	HOSPITALIZATION/LIFE	\$7,590.00	\$821.76	\$3,903.36	\$0.00	\$3,686.64	51.43
60-65-605030	WORKMANS COMPENSATION	\$2,710.00	\$243.65	\$1,147.98	\$0.00	\$1,562.02	42.36
60-65-605040	PENSION CONTRIBUTION	\$15,400.00	\$1,051.92	\$6,048.35	\$0.00	\$9,351.65	39.28
60-65-605060	UNIFORMS	\$1,050.00	\$0.00	\$749.47	\$0.00	\$300.53	71.38
60-65-610130	CHEMICALS	\$15,000.00	\$2,101.49	\$10,073.17	\$0.00	\$4,926.83	67.15
60-65-610171	LABORATORY TESTS	\$10,000.00	\$1,824.00	\$10,879.00	\$0.00	(\$879.00)	108.79
60-65-610190	GAS/DIESEL	\$2,500.00	\$85.44	\$1,388.67	\$0.00	\$1,111.33	55.55
60-65-610210	MINOR TOOLS & SUPPLIES	\$3,000.00	\$860.82	\$2,660.48	\$0.00	\$339.52	88.68
60-65-615030	TELEPHONE	\$1,500.00	\$277.88	\$1,045.09	\$0.00	\$454.91	69.67
60-65-615210	TCEQ INSP FEES	\$3,500.00	\$0.00	\$3,185.42	\$0.00	\$314.58	91.01
60-65-616000	Electrical	\$55,000.00	\$4,239.40	\$19,783.42	\$0.00	\$35,216.58	35.97
60-65-625010	CITY Vehicles/Equipment	\$3,000.00	\$63.86	\$696.68	\$0.00	\$2,303.32	23.22
60-65-630061	PLANT MAINT	\$40,000.00	\$3,457.04	\$39,159.97	\$0.00	\$840.03	97.90
60-65-630070	SEWER MAINS/REPAIR/REPLAC	\$35,000.00	\$9,932.83	\$23,330.12	\$0.00	\$11,669.88	66.66
60-65-640020	SCHOOLS	\$1,000.00	\$325.00	\$325.00	\$0.00	\$675.00	32.50
60-65-640070	CDBG 2017 SEWER SYSTEM IMPROVEMENTS	\$0.00	\$0.00	\$13,115.37	\$0.00	(\$13,115.37)	0.00
60-65-640071	CDBG 2019-20 SEWER PLANT	\$31,625.00	\$0.00	\$0.00	\$0.00	\$31,625.00	0.00
60-65-651180	CAPITAL PURCH/LAB SUPPLIES	\$19,060.00	\$0.00	\$29,905.50	\$0.00	(\$10,845.50)	156.90
60-65-671030	Professional Fees/Eng	\$5,000.00	\$0.00	\$1,265.00	\$0.00	\$3,735.00	25.30
60-65-691041	PYMT WW 2006 SERIES	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0.00
60-65-695000	INTEREST EXPENSE	\$46,035.00	\$0.00	\$21,305.62	\$0.00	\$24,729.38	46.28
Total Dept.	SEWER SYSTEM	\$405,700.00	\$32,648.82	\$229,405.77	\$0.00	\$176,294.23	56.55
Total Fund	UTILITY FUND	\$2,546,055.00	\$230,060.21	\$1,282,918.68	\$0.00	\$1,263,136.32	50.39



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AIRPORT FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	23	AIRPORT EXPENSES					
75-23-610190	GAS & OIL	\$750.00	\$0.00	\$448.69	\$0.00	\$301.31	59.83
75-23-615019	FUEL-JET	\$22,000.00	\$0.00	\$0.00	\$0.00	\$22,000.00	0.00
75-23-615030	TELEPHONE / TV	\$3,000.00	\$413.99	\$1,606.84	\$0.00	\$1,393.16	53.56
75-23-616000	Electrical	\$5,400.00	\$437.80	\$2,628.98	\$0.00	\$2,771.02	48.68
75-23-616003	FUEL-100 LL	\$30,940.00	\$920.68	\$13,561.85	\$0.00	\$17,378.15	43.83
75-23-616005	UTILITY PROPANE	\$500.00	\$137.60	\$565.15	\$0.00	(\$65.15)	113.03
75-23-625010	COURTESY CAR	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0.00
75-23-625011	MOWER / GOLF CART	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0.00
75-23-635112	GEN MAINT / ADMIN	\$1,000.00	\$380.70	\$3,518.83	\$0.00	(\$2,518.83)	351.88
75-23-635150	WATER SYSTEM	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0.00
75-23-635160	MAINTENANCE / RAMP REIMB	\$20,000.00	\$1,208.60	\$10,832.87	\$0.00	\$9,167.13	54.16
75-23-635165	AWOS SERV FEE	\$6,000.00	\$0.00	\$5,966.00	\$0.00	\$34.00	99.43
75-23-635170	FAA PAVEMENT PROJECT MATCH	\$46,400.00	\$0.00	\$0.00	\$0.00	\$46,400.00	0.00
75-23-671120	DEBT SERVICE / FUEL TANK	\$30,280.00	\$0.00	\$30,279.31	\$0.00	\$0.69	100.00
Total Dept.	AIRPORT EXPENSES	\$167,320.00	\$3,499.37	\$69,408.52	\$0.00	\$97,911.48	41.48
Total Fund	AIRPORT FUND	\$167,320.00	\$3,499.37	\$69,408.52	\$0.00	\$97,911.48	41.48



City of Hamilton
Expenditure Statement : 2019 - 2020
for Accounting Period 3/31/2020

GRANT FUND

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department	82	GRANT ACCTS EXPENSE					
90-82-610008	CDBG EXPENSE 2017	\$0.00	\$13,184.33	\$13,184.33	\$0.00	(\$13,184.33)	0.00
90-82-671120	INTEREST EXPENSE	\$0.00	\$0.00	\$34,833.44	\$0.00	(\$34,833.44)	0.00
Total Dept.	GRANT ACCTS EXPENSE	\$0.00	\$13,184.33	\$48,017.77	\$0.00	(\$48,017.77)	0.00
Total Fund	GRANT FUND	\$0.00	\$13,184.33	\$48,017.77	\$0.00	(\$48,017.77)	0.00
Grand Total		\$5,244,435.00	\$433,485.34	\$2,701,017.81	\$0.00	\$2,543,417.19	51.50



Agenda Item #3

For Council Action
April 09, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Status Reports presented by the Hamilton Volunteer Fire Department.

Background: Updates on the Hamilton Volunteer Fire Department.

Recommendation: No Action.



Agenda Item #4

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action of Ordinance of the City of Hamilton, Texas, Amending Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees, Amending all Ordinances and Parts of Ordinances in Conflict Herewith.

Background:

Objective:

To remove the Permit Fee Schedule from the Code of Ordinances and instead reference it as being on file at the City Secretary's Office.

Reasons for Change:

1. Establish Consistency - This change would be consistent with the following examples of dates, charges, rates, and fees currently referenced in the Code of Ordinances*:

Sec. 10-15. - Consumption of aviation fuel. The rates and charges for the consumption of aviation fuel furnished by the city, as well as other charges associated with the consumption of aviation fuel shall be as determined by the city administrator from time to time and on file in the city secretary's office.

Sec. 62-59. - Determination of charges. The rates and charges for the consumption of utility services furnished by the city, as well as charges and fees for connection thereto, shall be as determined by the city council from time to time and on file in the city secretary's office.

Sec. 62-60. - When payments due. All bills for utility services furnished by the city shall be due and payable in advance of a date as determined by the city council from time to time and on file in the office of the city secretary.

Sec. 62-62. - Reconnection after disconnection. If utility service is disconnected for nonpayment of a bill, the consumer shall have the right to have the service reconnected only upon the payment of the amount due and in addition thereto a reconnection fee as determined by the city council from time to time and on file in the office of the city secretary.

Sec. 46-42. - Service agreement. Any owner, occupant, tenant or lessee of any premises in the city shall have his garbage, trash and rubbish regularly removed by the service provider and will have the charges for such service included on his monthly utility bill. (Ord. No. 09-15, 11-12-15) Editor's note— Current rates for the collection and disposal of refuse may be found on file in the office of the city secretary.

Sec. 62-238. - Treated water rates. (Ord. of 7-8-93(2), § 1) Editor's note— Current rates for treated water may be found on file in the office of the city secretary.

Sec. 62-239. - Rates for service outside city limits. (Ord. of 7-8-93(2), § 2) Editor's note— Current water rates for service outside the city may be found on file in the office of the city secretary.

Sec. 62-240. - Untreated water rates. (Ord. of 7-8-93(2), § 3) Editor's note— Current rates for untreated water outside the city may be found on file in the office of the city secretary.

Sec. 14-27. - Duties, responsibilities of building official. (Ord. of 6-12-75, § 3) Editor's note— The zoning ordinance is on file in the city hall.

**This list is not all-inclusive.*

2. **Reduce Maintenance** - Publishing the Permit Fee Schedule in the Code of Ordinances requires changing the Code of Ordinances via Municode every time there is a fee change.
3. **Ensure Accuracy** - Publishing the Permit Fee Schedule in the Code of Ordinances makes all previously-printed versions of the Code of Ordinances obsolete.
4. **By Necessity** - Texas House Bill 852, effective May 21, 2019, made it illegal for the City of Hamilton to continue to compute the residential Building Fee based upon valuation of construction. Since fee modification is necessary now, this is an opportunity to remove the Permit Fee Schedule from the Code of Ordinances.

CURRENT ORDINANCE *(Delete text in red; this information will be at City Secretary's Office.)*

Sec. 14-55. - Schedule of Permit Fees.

On all building, structures, and alterations requiring a building permit, the fee shall be paid as required at the time of filing application unless a temporary delay in fee payment is approved by the building official. In all cases, the fee must be paid prior to completion of the work. Fees will be required in accordance with the following schedule:

(1) *Building permit:* A base fee of \$30.00 will be assessed for permit and inspection fees. Additional fees will be based on values of construction with fees assessed at the rate of \$5.00 per thousand.

(2) *Demolition permit:* A flat fee of \$50.00 will be assessed on all demolition permits. A demolition permit will be required on all building that are or have been habitable. Removal of an outbuilding does not require the issuance of a permit. Fee includes inspection fees.

(3) *Mechanical permit:* A flat fee of \$40.00 will be assessed for permit and inspection fees.

(4) *Electrical permit:* A flat fee of \$40.00 will be required on all electrical permits. Fee covers all electrical work and inspection fees.

(5) *Gas permits:* This permit will be incorporated into the plumbing permit.

(6) *Plumbing permit:* A flat fee of \$40.00 will be required on all plumbing permits. Fee includes inspection fees.

(7) *Moving permit:* A flat fee of \$100.00 will be required on all permits issued for the moving of a building through the streets of the City of Hamilton that can be accomplished within one hour. Actual costs will apply to permits requiring more than one hour's time to accomplish the move. This does and will include all movement of manufactured housing. An

accompanying law enforcement escort will be required.

(8) *Well permit:* A flat fee of \$25.00 will be required for the permit to place a well within the city limits of Hamilton.

(9) *Sign permit:* A flat fee of \$25.00 will be required for the permit of a sign within the city limits of Hamilton or its extraterritorial jurisdiction. (An electrical permit will be required for all electrical wiring to signs.)

(Ord. of 2-11-65, § 4; Ord. No. 13-09, Exh. A, 10-1-09)

PROPOSED ORDINANCE *(Insert text in red.)*

Sec. 14-55. - Permit fees.

On all building, structures, and alterations requiring a building permit, the fee shall be paid as required at the time of filing application unless a temporary delay in fee payment is approved by the building official. In all cases, the fee must be paid prior to completion of the work. *Current fees for building permits may be found on file in the office of the City Secretary.*

Recommendation: Council Approve Ordinance.

ORDINANCE NO. 02-20

AN ORDINANCE FOR THE CITY OF HAMILTON, TEXAS, REPEALING CHAPTER 14, ARTICLE III, SECTION 14-55 WHICH PERTAINS TO BUILDING PERMIT RATES, FEES AND PENALTIES, AMENDING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING A REPEALER CLAUSE

WHEREAS, building permits of all types, including but not limited to electrical, mechanical, plumbing/gas and building, ensure the safety of initial construction, alterations and repairs of residential and commercial properties within the City of Hamilton, and

WHEREAS, building permits are the primary tool to ensure compliance with building, construction and zoning codes and ordinances, and

WHEREAS, rates, fees and penalties for building permits require periodic review and modification to be sufficient to keep pace with administrative expenses, and

WHEREAS, the City of Hamilton Code of Ordinances, Chapter 14, Article III, Section 14-55 specifically states the building permit rates, fees and penalties, and

WHEREAS, other explicitly-stated rates, fees and penalties have been removed from the City of Hamilton Code of Ordinances and replaced with “current rates are on file with the City Secretary”, including the following:

- Chapter 10 (Aviation), Article II, Section 10-14 (Hanger fees) and Section 10-15 (Fuel fees)
- Chapter 46 (Solid Waste), Article II, Division 1, Section 46-42 (Garbage fees)
- Chapter 62 (Utilities), Article II, Division 2, Section 62-59 (Rates, charges & fees), Section 62-60 (Due dates), Section 62-62 (Reconnect fee)
- Chapter 62 (Utilities), Article IV, Division 1, Section 62-171 (Sewer rates)
- Chapter 62 (Utilities), Article V, Division 1, Section 62-238 (Treated water rates), Section 62-239 (Outside city limits), Section 62-240 (Untreated water rates), and

NOW, THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HAMILTON, TEXAS:

All building permit rates, fees, penalties and other charges will now be on file with the City Secretary of the City of Hamilton as adopted by the City Council of the City of Hamilton, Texas.

PASSED AND APPROVED by a majority vote of the City Council of the City of Hamilton, Texas, April 9, 2020, and effective immediately.

ATTESTED BY:

APPROVED:

RYAN W. POLSTER, CITY SECRETARY

JIM MCINNIS, MAYOR

APPROVED AS TO FORM:

CONNIE Z. WHITE, City Attorney



Agenda Item #5

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action Approving New Rate Schedule for Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees.

Background: A builder's cost of permitting is not consistent with today's cost of inspection. The City needs to increase permit fees to a level which is consistent with inflationary changes and the cost which the city has incurred.

Recommendation: Council Approve Ordinance.

ORDINANCE NO. 03-20

AN ORDINANCE FOR THE CITY OF HAMILTON, TEXAS, REPEALING CHAPTER 14, ARTICLE III, SECTION 14-55 WHICH PERTAINS TO BUILDING PERMIT RATES, FEES AND PENALTIES, AMENDING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING A REPEALER CLAUSE

WHEREAS, Texas House Bill 852, enacted and effective on May 21, 2019, prohibits cities from calculating residential building permit fees based on the value of a proposed residential structure or the value of improvements, repairs or alterations, and

WHEREAS, the City of Hamilton's current building permit rate of \$5.00 per thousand in valuation – which remains valid for commercial structures but is no longer legal for residential structures - has not been updated for 17 years, and

WHEREAS, the rates, fees and penalties for commercial and residential building permits of all types, including but not limited to building, electrical, mechanical, and plumbing/gas, require periodic review and modification to be sufficient to keep pace with administrative expenses, and

WHEREAS, having building inspections performed by licensed inspectors will eliminate substandard work that poses health and safety risks to the residents of the City of Hamilton, and

WHEREAS, having building inspections performed by licensed inspectors will enhance the City of Hamilton's eligibility for a BCEGS (Building Code Effectiveness Grading Schedule) Survey in order to improve the city's Industry Services Office (ISO) rating. The BCEGS Survey assesses the building codes in effect in a particular community and how the community enforces its building codes, based on the concept that well-enforced, up-to-date codes should demonstrate better loss experience, and insurance and finance rates can reflect that improvement, and

WHEREAS, the average salaries in Texas for a full-time Building Inspector (\$54,859), Senior Building Inspector (\$68,136), Electrical Inspector (\$63,112), or Plumbing Inspector (\$63,268) are cost-prohibitive for the number and type of permits issued by the City of Hamilton, and

WHEREAS, the City of Hamilton has therefore engaged a third-party vendor to provide on an as-needed basis licensed Electrical, Mechanical, Plumbing/Gas, and Building Inspectors to conduct (1) next-day Trade inspections for repair work and alterations, and (2) Plan Review & Construction Inspections for new residential or commercial developments, and

WHEREAS, Texas law requires that permit and inspection fees align with the municipality's cost of providing the building permitting and inspection services, and

WHEREAS, the attached Schedule of Building Permit Fees is designed to cover the inspection costs plus a 10% administrative fee.

NOW, THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HAMILTON, TEXAS:

The attached Schedule of Building Permit Fees is adopted by the City Council of the City of Hamilton, Texas and is on file with the City Secretary of the City of Hamilton.

PASSED AND APPROVED by a majority vote of the City Council of the City of Hamilton, Texas, April 9, 2020, and effective immediately.

ATTESTED BY:

APPROVED:

RYAN W. POLSTER, CITY SECRETARY

JIM MCINNIS, MAYOR

APPROVED AS TO FORM:

CONNIE Z. WHITE, City Attorney

FEE SCHEDULE

APRIL 9, 2020

New Commercial & Multi-Family Building Permit (includes plan review & all inspections*)

Project Valuation	Fixed Fee	Additional
\$1.00 - \$10,000	\$150	None
\$10,001.00 - \$25,000	\$200 for first \$10,000	Plus \$15 for each additional \$1000
\$25,001.00 - \$50,000	\$400 for first \$25,000	Plus \$15 for each additional \$1000
\$50,001.00 - \$100,000	\$650 for first \$50,000	Plus \$12 for each additional \$1000
\$100,001.00 - \$500,000	\$1000 for first \$100,000	Plus \$12 for each additional \$1000
\$500,001.00 - \$1,000,000	\$3400 for first \$500,000	Plus \$10 for each additional \$1000
\$1,000,000.00 and up	\$5600 for first \$1,000,000	Plus \$10 for each additional \$1000

New Residential Dwelling Permit (includes plan review & all inspections*)

Square Footage	Fixed Fee	Additional
0 – 1,500 S.F.	\$895	
1,501 – 10,000 S.F.	\$895 for first 1,500 SF	Plus .45 for each additional square foot
Over 10,001 S.F.	\$3950 for first 10,000 SF	Plus .25 for each additional square foot

Alterations / Additions / Improvements of Existing Buildings (includes inspections*)

Permit Type	Fixed Fee
Building, Electrical, Mechanical, Plumbing/Gas, Fuel Gas and similar*	\$125
Move a building within city limits	\$125
Demolition	\$75
Sign Permit (per sign)	\$40
Well Permit	\$40
Zoning Variance Application Fee	\$350
Other permit types not listed above*	\$175

Residential Non-Dwelling Permit (Ex: swimming pool, accessory / storage building; includes plan review & all inspections*)

Project Valuation	Fixed Fee	Additional
\$1.00 - \$10,000	\$100	None
\$10,001.00 - \$25,000	\$150 for first \$10,000	Plus \$12 for each additional \$1000
\$25,001.00 - \$50,000	\$350 for first \$25,000	Plus \$12 for each additional \$1000
\$50,001.00 - \$100,000	\$450 for first \$50,000	Plus \$10 for each additional \$1000
\$100,001.00 - \$500,000	\$650 for first \$100,000	Plus \$10 for each additional \$1000
\$500,001.00 - \$1,000,000	\$2200 for first \$500,000	Plus \$8 for each additional \$1000
\$1,000,000.00 and up	\$3600 for first \$1,000,000	Plus \$8 for each additional \$1000

* Inspections include the following:

Underground - Electric Underground, Plumbing Rough, Water Service, Yard Sewer

Foundation - Pier/Footing, Grade Beam, Foundation, Form Survey

Building - Electric Rough, Mechanical Rough, Gas Piping Rough/Test, Plumbing Top-Out, Frame

Energy - Energy Insulation

Above Ceiling - Above Ceiling Electrical, Above Ceiling Mechanical, Above Ceiling Plumbing

Finals - Electric Underground – Site, Electric Final, Mechanical Final, Gas Final, Plumbing Final,

Customer Svc. Insp. Letter, Energy Final, Building Final

UNSEQUENCED – Flatwork, Electric T-pole, Construction Electric

* Inspections Requested by 5PM will be done next business day.



Agenda Item #6

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action Repealing Chapter 14, Article I, Section 14-3 Paragraph (a) which Pertains to Adoption of various Standard Codes, Adopting Current Codes by Amending all Ordinances and parts of Ordinances in Conflict Herewith; Providing a Severability Clause and Providing a Repealer Clause.

Background: The City of Hamilton is currently operating under the 2003 ICC codes. The objectives of updating the codes are:

1. To correct errors or omissions within the current code or standard, and
2. To introduce new technologies or methods not allowed or easily implemented under the current code or standard, and
3. To align the code or standard with other accepted codes and standards, and
4. To respond to new findings from building science research, field experience or changes in societal or community expectations, and
5. To respond to building performance assessments following catastrophic events, and
6. To replace outdated provisions with new, more cost-effective methodologies or technologies.

The Benefits of adopting current codes and standards:

1. Adopting the most current codes and standards is the most efficient and effective method of creating safe environments that protect and improve public health, safety and welfare and the economic interests of the community, and
2. Adopting the most current codes and standards provides the opportunity for cost savings based on the usage of the latest technology and practices and assures that products and materials are available in the market and comply with specifications and testing standards referenced in the code, and

3. Adopting the most current codes and standards demonstrates that jurisdictions are forward-thinking and responsive to changes that improve the lives of their citizens, increasing opportunities for grants and private funding, and
4. Consumers have an expectation of a minimum level of safety when purchasing or constructing their home or when entering a building for work or play; having a current code in place ensures the minimum expectation, both now and in the future, and
5. Adopting the most current codes and standards minimizes liability of owners, design professionals and contractors when due diligence is exercised, and
6. According to the Insurance Services Office (ISO) National Building Code Assessment Report, communities with well-enforced, up-to-date codes fare better in the face of hazards and therefore merit lower insurance rates, and
7. Adopting the most current codes and standards promote business and industry by accommodating the latest technologies that advance safety, water and energy efficiency and comfort.

Recommendation: Council Adopt Current Codes.

ORDINANCE NO. 04-20

AN ORDINANCE FOR THE CITY OF HAMILTON, TEXAS, REPEALING CHAPTER 14, ARTICLE I, SECTION 14-3 PARAGRAPH (A) WHICH PERTAINS TO ADOPTION OF VARIOUS STANDARD CODES, ADOPTING CURRENT CODES BY AMENDING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING A REPEALER CLAUSE

WHEREAS, the International Code Council (ICC) was formed in 1994 when three regional model code groups combined their efforts to develop a single coordinated set of national building codes that would have no regional limitations, and

WHEREAS, the ICC developed model building codes that address public health and safety concerns while avoiding both unnecessary costs and preferential treatment of specific materials or methods of construction, and

WHEREAS, the ICC building codes became the base code standards in most jurisdictions in the United States, including the City of Hamilton, and

WHEREAS,

1. Strong building codes have been proven to save lives and minimize damage from tornados, floods, hailstorms, hurricanes and other natural disasters, and
2. Strong building codes provide protection from loss caused by fire, structural collapse and general deterioration, and
3. Strong building codes actually keep construction costs down by helping establish uniformity in the construction industry, and
4. Strong building codes create a level playing field for designers, builders and suppliers, and
5. Strong building codes make communities more energy and water efficient, and
6. Strong building codes help in getting state and Federal aid, and
7. In the event of a disaster, strong building codes result in fewer insurance claims, a faster recovery process, less disruption for the property owner, and a reduced need for public disaster aid, and
8. Strong building codes reduce insurance rates, and

WHEREAS, the ICC releases a new version of the codes every three years based upon the recommendations of a broad and diverse group of public- and private-sector stakeholders, including numerous standards organizations (ex: FEMA, ANSI, NFPA, NIBS, NCBCS) and various building, engineering and construction industry groups, and

WHEREAS, the objectives of the new ICC code versions are:

1. To correct errors or omissions within the current code or standard, and
2. To introduce new technologies or methods not allowed or easily implemented under the current code or standard, and
3. To align the code or standard with other accepted codes and standards, and
4. To respond to new findings from building science research, field experience or changes in societal or community expectations, and
5. To respond to building performance assessments following catastrophic events, and
6. To replace outdated provisions with new, more cost-effective methodologies or technologies.

WHEREAS, the City of Hamilton is currently operating under the 2003 ICC codes, and

WHEREAS, the benefits of adopting current codes and standards are:

1. Adopting the most current codes and standards is the most efficient and effective method of creating safe environments that protect and improve public health, safety and welfare and the economic interests of the community, and
2. Adopting the most current codes and standards provides the opportunity for cost savings based on the usage of the latest technology and practices and assures that products and materials are available in the market and comply with specifications and testing standards referenced in the code, and
3. Adopting the most current codes and standards demonstrates that jurisdictions are forward-thinking and responsive to changes that improve the lives of their citizens, increasing opportunities for grants and private funding, and
4. Consumers have an expectation of a minimum level of safety when purchasing or constructing their home or when entering a building for work or play; having a current code in place ensures the minimum expectation, both now and in the future, and
5. Adopting the most current codes and standards minimizes liability of owners, design professionals and contractors when due diligence is exercised, and
6. According to the Insurance Services Office (ISO) National Building Code Assessment Report, communities with well-enforced, up-to-date codes fare better in the face of hazards and therefore merit lower insurance rates, and
7. Adopting the most current codes and standards promote business and industry by accommodating the latest technologies that advance safety, water and energy efficiency and comfort.

WHEREAS, the Insurance Services Office (ISO) conducts surveys of the building code enforcement within communities, assigning each municipality a Building Code Effectiveness Grading Schedule (BCEGS) grade of 1 (exemplary commitment to building code enforcement) to 10 (lowest) based on the adopted codes (54%), on design plan review (23%) and on field inspections (23%), and

WHEREAS, the most recent BCEGS Survey for the City of Hamilton, completed 6/30/2016, assigned a grade of 10 (lowest) to the City of Hamilton, due in part to only scoring 17.43 points out of a possible 54 points in the Adopted Codes section, and

WHEREAS, updating the ICC codes (along with qualified persons performing inspections as proposed in Ordinance No. 03-20) would qualify the City of Hamilton for an immediate no-cost ISO survey to improve the BCEGS grade, and

WHEREAS, an improved BCEGS grade would result in lower insurance rates for the City of Hamilton's residents, and

WHEREAS, adopting ICC codes within two years of their effective date garners the maximum number of points on the BCEGS Survey,

NOW, THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HAMILTON, TEXAS:

The City of Hamilton, Texas, does hereby adopt as the comprehensive building code plan the following codes as provided in the attachment and exhibit located with the City Building Inspector and in the office of the City Secretary in City Hall, Hamilton, Texas:

- 2017 National Electrical Code(NFPA)—City Amendments
- 2018 International Building Code – City Amendments
- 2018 International Energy Conservation Code – City Amendments
- 2018 International Existing Building Code – City Amendments
- 2018 International Fire Code – City Amendments
- 2018 International Fuel Gas Code – City Amendments
- 2018 International Mechanical Code – City Amendments
- 2018 International Plumbing Code – City Amendments
- 2018 International Property Management Code – City Amendments
- 2018 International Residential Code – City Amendments
- 2018 International Swimming Pool and Spa Code – City Amendments
- 2018 International Zoning Code – City Amendments

PASSED AND APPROVED by a majority vote of the City Council of the City of Hamilton, Texas, April 9, 2020, and effective immediately.

ATTESTED BY:

APPROVED:

RYAN W. POLSTER, CITY SECRETARY

JIM MCINNIS, MAYOR

APPROVED AS TO FORM:

CONNIE Z. WHITE, City Attorney



Agenda Item # 7

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action to Suspend the Effective Date Proposed by ATMOS Energy Corporation – MidTex Division, to Increase Rates Under the Gas Reliability Infrastructure Program for 45 days, and Authorize the City’s Continued Participation in a Coalition of Cities known as the “Atmos Texas Municipalities.”

Background:

ATMOS TEXAS MUNICIPALITIES

The City is a member of the Atmos Texas Municipalities (“ATM”). The ATM group was organized by a number of municipalities served by Atmos Energy Corporation – MidTex Division (“Atmos Energy”) and has been represented by the law firm of Herrera Law & Associates, PLLC to assist in reviewing applications to change rates submitted by Atmos Energy.

“GRIP” RATE APPLICATION

Under section 104.301 of the Gas Utility Regulatory Act (GURA), a gas utility is allowed to request increases in its rates to recover a return on investments it makes between general rate cases. This section of GURA is commonly referred to as the “GRIP” statute, that is, the “Gas Reliability Infrastructure Program.”

Under a decision by the Supreme Court of Texas, the Court concluded that a filing made under the GRIP statute permitted gas utilities the opportunity to recover return on capital expenditures made during the interim period between general rate cases by applying for an interim rate adjustment and that proceedings under the GRIP statute did not contemplate either adjudicative hearings or substantive review of utilities' filings for interim rate adjustments. Instead, the Court concluded, the GRIP statute

provides for a *ministerial* review of the utility’s filings to ensure compliance with the GRIP statute and the Railroad Commission’s rules, and that it is within the Railroad Commission’s authority to preclude cities from intervening and obtaining a hearing before the Railroad Commission.

ATMOS ENERGY’S “GRIP” APPLICATION

On or about February 28, 2020 Atmos Energy filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (“GRIP”). Atmos Energy’s application if approved by the Commission will result in an increase in the monthly customer charges as shown below:

Rate Schedule	Current Customer Charge	Proposed 2018 Interim Rate Adjustment	Adjusted Customer Charge	Increase Per Bill
Rate R – Residential Sales	\$21.74 per customer per month	\$4.71 per customer per month	\$26.45 per customer per month	\$4.71
Rate C – Commercial Sales	\$52.26 per customer per month	\$14.54 per customer per month	\$66.80 per customer per month	\$14.54
Rate I (Industrial) & Rate T (Transportation)	\$939.80 per customer per month	\$261.93 per customer per month	\$1,201.73 per customer per month	\$261.93

Atmos Energy’s application, if approved by the Railroad Commission, will result in a systemwide increase in Atmos Energy’s revenue of about \$113.06 million, of which ATM’s portion is about \$11.15 million. Atmos Energy proposed an effective date of April 28, 2020.

On March 27, 2020, Atmos Energy informed ATM’s Special Counsel that it would delay implementation of its GRIP increase in rates to September 1, 2020. However, it does not appear Atmos Energy has withdrawn its pending GRIP application.

REVIEW AND ACTION RECOMMENDED

In light of the Texas Supreme Court’s opinion, the City’s ability to review and effectuate a change in Atmos Energy’s requested increase is limited. Nonetheless, and even though Atmos Energy has stated that it will delay implementation of its increase in rates under GRIP to September 1, 2020, to allow for a limited review of Atmos Energy’s GRIP application, and given the limited authority cities have in GRIP cases, it is recommended that the City suspend Atmos Energy’s proposed effective date of April 28, 2020 for forty-five days as allowed by state law, so that the City may evaluate whether the data and calculations in Atmos Energy’s rate application are correctly done.

Therefore, ATM's Special Counsel, the law firm of Herrera Law & Associates, PLLC (through Alfred R. Herrera) recommends that the City adopt a resolution suspending Atmos Energy's proposed effective date for 45 days. Assuming a proposed effective date of April 28, 2020 Atmos Energy's proposed effective date is suspended until June 12, 2020.

RESOLUTION NO. 14-20

A RESOLUTION BY THE CITY OF HAMILTON, TEXAS, ("CITY") RESPONDING TO THE APPLICATION OF ATMOS ENERGY CORPORATION – MIDTEX DIVISION, TO INCREASE RATES UNDER THE GAS RELIABILITY INFRASTRUCTURE PROGRAM; SUSPENDING THE EFFECTIVE DATE OF THIS RATE APPLICATION FOR FORTY-FIVE DAYS; AUTHORIZING THE CITY TO CONTINUE TO PARTICIPATE IN A COALITION OF CITIES KNOWN AS THE "ATMOS TEXAS MUNICIPALITIES;" DETERMINING THAT THE MEETING AT WHICH THE RESOLUTION WAS ADOPTED COMPLIED WITH THE TEXAS OPEN MEETINGS ACT; MAKING SUCH OTHER FINDINGS AND PROVISIONS RELATED TO THE SUBJECT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, on or about February 28, 2020 Atmos Energy Corporation – MidTex Division (“Atmos Energy”) filed for an increase in gas utility rates under the Gas Reliability Infrastructure Program (“GRIP”), which if approved, results in an increase in the monthly customer charges as follows:

Rate Schedule	Current Customer Charge	Proposed 2018 Interim Rate Adjustment	Adjusted Customer Charge	Increase Per Bill
Rate R – Residential Sales	\$21.74 per customer per month	\$4.71 per customer per month	\$26.45 per customer per month	\$4.71
Rate C – Commercial Sales	\$52.26 per customer per month	\$14.54 per customer per month	\$66.80 per customer per month	\$14.54
Rate I (Industrial) & Rate T (Transportation)	\$939.80 per customer per month	\$261.93 per customer per month	\$1,201.73 per customer per month	\$261.93

WHEREAS, Atmos Energy’s application, if approved by the Railroad Commission, will result in a systemwide increase in Atmos Energy’s revenue of about \$113.06 million, of which ATM’s portion is about \$11.15 million; and

WHEREAS, the City has a special responsibility to exercise due diligence with regard to rate increases of monopoly utilities who operate within its boundaries; and

WHEREAS, the application to increase rates by Atmos Energy is complex; and

WHEREAS, the effective date proposed by Atmos Energy is April 28, 2020 but a suspension by the City will mean that the rate increase cannot go into effect prior to June 12, 2020; and

WHEREAS, on March 27, 2020, Atmos Energy informed ATM's Special Counsel that it would delay implementation of its GRIP increase in rates to September 1, 2020, but Atmos Energy has not withdrawn its pending GRIP application; and

WHEREAS, it is necessary to suspend the effective date for the increase in rates for forty-five days, so that the City can assure itself that the data and calculations in Atmos Energy's rate application are correctly done and are in conformity with section 104.301 of the Gas Utility Regulatory Act.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HAMILTON, TEXAS THAT:

Section 1. That the statements and findings set out in the preamble to this resolution are hereby in all things approved and adopted.

Section 2. The City suspends the requested effective date by Atmos Energy for forty-five days pursuant to the authority granted the City under Section 104.301 of the Texas Utilities Code. The City finds that additional time is needed in order to review the data and calculations that provide the basis for the rate increase application.

Section 3. The City shall continue to act jointly with other cities that are part of a coalition of cities known as the Atmos Texas Municipalities ("ATM").

Section 4. The City authorizes the law firm of Herrera Law & Associates, PLLC, to act on its behalf in connection with Atmos Energy's application to increase rates.

Section 5. To the extent Atmos Energy's application to increase rates under section 104.301 of the Gas Utility Regulatory Act ("GURA") is considered a ratemaking proceeding, Atmos Energy is ordered to reimburse the City's reasonable rate case expenses incurred in response

to Atmos Energy's rate increase application within 30 days of receipt of invoices for such expenses to the extent allowed by law.

Section 6. A copy of this resolution shall be sent to Mr. Christopher A. Felan, Vice President, Rates & Regulatory Affairs, Atmos Energy Corporation, 5420 LBJ Freeway, Suite 1862, Dallas, Texas 75240; and to Mr. Alfred R. Herrera, Herrera Law & Associates, PLLC, 4400 Medical Pkwy., Austin, Texas 78756.

Section 7. The meeting at which this resolution was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 8. This resolution shall be effective immediately upon passage.

PASSED AND APPROVED this 9th day of April 2020.

Jim McInnis, MAYOR

ATTEST:

Ryan W. Polster, CITY SECRETARY



PRESS RELEASE

Media Contact:
Celina Cardenas Fleites
media@atmosenergy.com

Atmos Energy Continues to Do Our Part

DALLAS (March 27, 2020) – Atmos Energy is committed to the safety and welfare of our customers, our communities, and our employees while our nation responds to the Covid-19 pandemic.

The majority of our communities are impacted by emergency declarations with many under shelter-in-place orders. During this time, the communities we serve will see us providing essential services to ensure the safety and functionality of our critical infrastructure. As we perform these essential services, our employees are practicing social distancing guidelines so that we limit the spread of Covid-19 to ensure the safety of our employees, customers, and communities. We are working in smaller crews and staying six feet or more away from others as we work. We have also implemented screening precautions to protect our customer and employees.

We are committed to helping our communities. We took the early step to voluntarily suspend natural gas disconnections on customer bills. Earlier today, we announced a \$1.5 million donation to quickly stock the shelves at local food banks around the country. We are also partnering with various non-profit agencies, schools, and hospitals throughout our footprint to assist the community. Finally, we have also decided to defer implementation of our current compliance filings in Texas that impact customer rates until at least Sept. 1.

The situation is evolving but our commitment remains the same: safely and reliably delivering natural gas service. Customers with any questions are encouraged to please call us at 888.286.6700. Atmos Energy stands ready to safely serve our customers and take the necessary actions to protect our employees and our communities.

About Atmos Energy

Atmos Energy Corporation is the nation's largest fully regulated, natural gas-only distributor of safe, clean, efficient and affordable energy. As part of our vision to be the safest provider of natural gas services, we are modernizing our business and our infrastructure while continuing to invest in safety, innovation, environmental sustainability and our communities. An S&P 500 company headquartered in Dallas, Atmos Energy serves more than 3 million distribution customers in over 1,400 communities across eight states and manages proprietary pipeline and storage assets, including one of the largest intrastate natural gas pipeline systems in Texas. Find us online at <http://www.atmosenergy.com>, [Facebook](#), [Twitter](#), [Instagram](#) and [YouTube](#).



Agenda Item #8

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action to Postpone the May 2, 2020 General Election until the November 3, 2020 Uniform Election Date.

Background: Governor Abbot's Proclamation on the 18th of March suspended Sections 41.0052(a) and (b) of the Texas Election Code to the extent necessary to allow political subdivisions that would otherwise hold elections on May 2, 2020, to move their general election for 2020 only to the next uniform election date, occurring on November 3, 2020.

Governor Abbott issued an Executive Order on March 31, 2020 that put more restrictions on an election. To quote an e-mail on April 2nd from the Secretary of State, "This most recent executive order will prevent the city from securing polling places, recruiting election workers, and allowing voters a safe way to exercise their right to vote. If you don't move your May 2nd election, you are subjecting voters to health risks and potential criminal violations. Failure to postpone your election will put your election at severe risk for an election contest.

Also noted is, while Elections Personnel have been included in the federal government's advisory on essential critical infrastructure workers, this does not include voters.

Recommendation: Council postpone Election.

RESOLUTION 15-20

A RESOLUTION AND ORDER OF THE CITY COUNCIL OF THE CITY OF HAMILTON POSTPONING THE MAY 2, 2020, UNIFORM ELECTION UNTIL NOVEMBER 3, 2020 – IN ACCORDANCE WITH ELECTION ADVISORY 2020-12 ISSUED BY RUTH R. HUGHS, SECRETARY OF STATE

WHEREAS, the City of Hamilton has previously ordered an election to be held on the May 2, 2020, uniform election date;

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, the Governor has issued a proclamation suspending certain provisions of the Texas Election Code and Texas Water Code to allow postponement of the May 2, 2020, election for all local political subdivisions;

WHEREAS, there is a necessary public purpose served and a benefit to the City of Hamilton to exercise its authority now provided, and postpone the May 2, 2020, uniform election previously ordered by the City Council – to the November 3, 2020, uniform election date;

WHEREAS, candidate filings, for the May 2, 2020, election will remain valid for the election to be held on November 3, 2020;

WHEREAS, the filing period related to the May 2, 2020, election will not be re-opened for the November 3, 2020, election;

WHEREAS, all applications for a ballot by mail (“ABBM”) for voters that are voting by mail due to being over the age of 65 or due to a qualifying disability will still be valid for the November 3, 2020, election;

WHEREAS, any ABBM for voters who submitted ABBMs based on expected absence from the county will not be valid for the November 3, 2020, election;

WHEREAS, the City Secretary will prepare a revised Order of Election for the City Council’s review prior to August 17, 2020; and

WHEREAS, the City Secretary will make all arrangements necessary to appropriately secure election records and maintain voting system equipment.

NOW THEREFORE, BE IT ORDERED AND RESOLVED:

1. That the findings and recitals in the preamble of this Order and Resolution are hereby found to be true and correct and are hereby approved, ordered, and adopted.
2. That the City Council has determined that there is a public purpose and benefit to the City of Hamilton as well as a legitimate public purpose served by postponing the May 2, 2020, uniform election until November 3, 2020.

3. That reasonable adequate controls are in place to ensure that such benefits will be received by the City of Hamilton.
4. The authority granted by this Order and Resolution is pursuant to the State of Texas Election Advisory No. 2020-12.
5. The relevant dates for the November 3, 2020, election are as follows:
 - a. Voter Registration Deadline – October 5, 2020.
 - b. Deadline to Submit ABBM – October 23, 2020.
 - c. Dates for Early Voting – October 19, 2020 through October 30, 2020.
6. That it is hereby found, determined and declared that a sufficient written notice of the date, time, place and subject of the meeting of the City Council at which this Order and Resolution was adopted was posted at a place convenient and readily accessible at all times to the general public for the time required by law preceding this meeting as required by Chapter 551, Texas Government Code, and that this meeting has been open to the public as required by law at all times during which this Order and Resolution and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and posting thereof.
7. This Order and Resolution shall take effect immediately upon its passage.

ORDERED, PASSED AND ADOPTED this 1st day of April, 2020.

By: _____
Jim McInnis, Mayor

ATTEST:

By: _____
Ryan W. Polster, City Secretary



Ryan Polster <citysecretary@ci.hamilton.tx.us>

MASS EMAIL (CSO-3488) - April 1, 2020 Update to COVID-19 Election Procedures

1 message

Elections Internet <Elections@sos.texas.gov>

Thu, Apr 2, 2020 at 4:05 PM

To: Elections Internet <Elections@sos.texas.gov>

Dear Election Officials:

We have continued to receive questions regarding the recent proclamations by the Governor related to elections and COVID-19. We are providing some additional guidance below.

1. **Executive Order GA 14:** Governor Abbott's March 31, 2020 executive order includes, but is not limited to, the following items. It (1) extends social distancing guidelines through April 30th, (2) defines essential services, and (3) extends school closures across the state through May 4, 2020. If you haven't already moved your May 2nd election, **you must take action to do so immediately!** This most recent executive order will prevent you from securing polling places, recruiting election workers, and allowing voters a safe way to exercise their right to vote. **If you don't move your May 2nd election, you are subjecting voters to health risks and potential criminal violations. Failure to postpone your election will put your election at severe risk for an election contest.** For procedures related to postponing your election, see [Advisory 2020-12](#).

a. Please note, that while Elections Personnel have been included in the federal government's advisory on essential critical infrastructure workers, this does not include voters.

2. **Cities impacted by Article XI, Section 11, Texas Constitution:**

a. The Governor's executive order makes it clear that you must take action to move your election, even if your city is holding a special election to fill a vacancy due to the requirements prescribed in Article XI, Section 11 of the Texas Constitution. While the executive order does not suspend the Texas Constitution's requirements to hold your election within 120 days of the vacancy, you should consult with your city attorney about the proper way to handle a postponement of this type of election.

b. If you opt to move your election in response to this public health crisis, and to do so safely would result in the election occurring outside of the constitutionally prescribed 120 day period, please direct your attorney to review Attorney General Opinion No. [JC-0318](#), as you may be required to hold your election on the November 2020 uniform election date.

c. Runoff Elections being held for Article XI, Section 11, Texas Constitution City Elections -- These situations can vary fact specific. We recommend you contact our office for specific guidance on your situation.

3. **Special Elections Regarding the Continuation of a Sales Tax:** If you have a special election scheduled for May 2, 2020 on the question of the continuation of a sales tax that cannot be rescheduled for November 3, 2020 because the tax will expire before then, please contact the Comptroller's office regarding the expiration of your sales tax. If you are unable to receive an extension from the Comptroller's office regarding your sales tax, please contact the SOS for additional assistance.

4. **Options Other Than November 3, 2020:** The Governor's proclamation allowing a postponement only authorized a move to November 3, 2020. There is no authority for a local political subdivision, on its own order, to move an election to any other date. If an entity would like to move to a date other than November 3, 2020, there are likely only two ways to do so:

a. **Emergency Election under Section 41.0011(b) of the Texas Election Code:** A local political subdivision can request permission from the Governor to allow the political subdivision to order a special election on a nonuniform election date. Please note that this only applies to special elections and not general elections.

b. **Court Order for Nonuniform Election Date:** As there are no other options outside of the Governor's authorization to postpone the election and the option under Section 41.0011 of the Texas Election Code, a political subdivision that wishes to hold its election on a date other than November 3, 2020 could try to seek court order for an alternative date.

5. **Notice Requirements:** Any entities that are exercising the authority to postpone their election date must provide the following notice:

- a. **Notice to Voters:** The entity should post notice on the entity's website and alert any local media organizations regarding this change to their election date.
- b. **Notice to County Election Officer:** The entity must also provide notice to their county election officer regarding this change, as the county is required to post the entity's notice of election on the county's website no later than the 60th day before the date of the election under Election Code 4.008.
- c. **Posted Notice at Polling Locations:** If it's possible to post notice at the polling locations that would have been used for the elections, we would recommend doing so. However, your ability to do so may be limited due to the stay-at-home orders that are in place. Please do not put your workers at risk by posting a physical notice. The most important thing is to update local media and update your website.
- d. **Notice to SOS:** When you take action to postpone your elections, please inform us of the action taken. You may do so at elections@sos.texas.gov.

Please let us know if you have any questions or concerns.

Keith Ingram

Director, Elections Division

Office of the Secretary of State

800-252-VOTE(8683)

www.sos.state.tx.us/elections/index.shtml

For Voter Related Information, please visit:



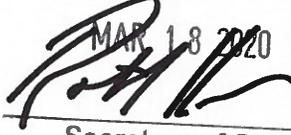
The information contained in this email is intended to provide advice and assistance in election matters per §31.004 of the Texas Election Code. It is not intended to serve as a legal opinion for any matter. Please review the law yourself, and consult with an attorney when your legal rights are involved.



GOVERNOR GREG ABBOTT

March 18, 2020

The Honorable Ruth R. Hughs
Secretary of State
State Capitol Room 1E.8
Austin, Texas 78701

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
10:00 AM 'CLOCK
MAR 18 2020

Secretary of State

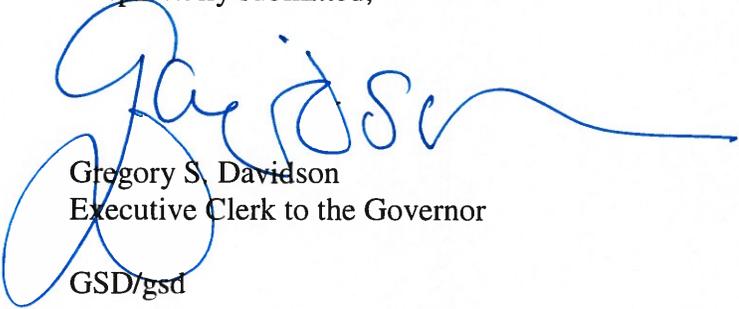
Dear Secretary Hughs:

Pursuant to his powers as Governor of the State of Texas, Greg Abbott has issued the following:

A proclamation suspending Sections 41.0052(a) and (b) of the Texas Election Code and Section 49.103 of the Texas Water Code to the extent necessary to allow political subdivisions that would otherwise hold elections on May 2, 2020, to move their general and special elections for 2020 only to the next uniform election date, occurring on November 3, 2020, without otherwise adjusting the term of office, and suspending Sections 31.093 and 42.0621(c) of the Texas Election Code to the extent necessary to require all county election officers, if requested by an affected political subdivision, to enter into a contract to furnish election services with any political subdivision who postponed their election to November 3, 2020, under the authority of this proclamation.

The original of this proclamation is attached to this letter of transmittal.

Respectfully submitted,


Gregory S. Davidson
Executive Clerk to the Governor

GSD/gsd

Attachment

PROCLAMATION

BY THE

Governor of the State of Texas

TO ALL TO WHOM THESE PRESENTS SHALL COME:

WHEREAS, Section 41.001(a)(2) of the Texas Election Code provides that a general or special election in this state shall be held on a uniform election date, and the next uniform election date is occurring on May 2, 2020; and

WHEREAS, Section 49.103 of the Texas Water Code provides that certain districts governed by this provision are required to hold director elections in May of each even-numbered year; and

WHEREAS, Section 41.0052 of the Texas Election Code prescribes a procedure for a political subdivision to change a general election date, but the time for making such a change has expired; and

WHEREAS, Section 31.093 of the Texas Election Code requires a county elections administrator to enter into a contract to furnish election services upon request of a political subdivision; and

WHEREAS, Section 42.0621(c) of the Texas Election Code does not require a political subdivision to enter into a contract with a county or hold a joint election with a county on the November uniform election date; and

WHEREAS, on March 13, 2020, the Governor of Texas certified that the novel coronavirus (COVID-19) poses an imminent threat of disaster and, under the authority vested in the Governor by Section 418.014 of the Texas Government Code, declared a state of disaster for all counties in Texas; and

WHEREAS, pursuant to Section 418.016 of the Texas Government Code, the Governor has the express authority to suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of a state agency if strict compliance with the provisions, orders, or rules would in any way prevent, hinder, or delay necessary action in coping with a disaster.

NOW, THEREFORE, I, GREG ABBOTT, Governor of Texas, under the authority vested in me by the Constitution and Laws of the State of Texas, do hereby suspend Sections 41.0052(a) and (b) of the Texas Election Code and Section 49.103 of the Texas Water Code to the extent necessary to allow political subdivisions that would otherwise hold elections on May 2, 2020, to move their general and special elections for 2020 only to the next uniform election date, occurring on November 3, 2020, without otherwise adjusting the term of office. I further suspend Sections 31.093 and 42.0621(c) of the Texas Election Code to the extent necessary to require all county election officers, if requested by an affected political subdivision, to enter into a contract to furnish election services with any political subdivision who postponed their election to November 3, 2020, under the authority of this proclamation.

The authority ordering the election under Section 3.004 of the Texas Election Code is the authority authorized to make the decision to postpone its election in accordance with this proclamation.

Current office holders will hold over to the extent authorized by Article XVI, Section 17 of the Texas Constitution.

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
10:00AM O'CLOCK

MAR 18 2020



IN TESTIMONY WHEREOF, I have hereto signed my name and have officially caused the Seal of State to be affixed at my office in the City of Austin, Texas, this the 18th day of March, 2020.

A handwritten signature in black ink that reads "Greg Abbott".

GREG ABBOTT
Governor of Texas

ATTESTED BY:

A handwritten signature in black ink that reads "Ruth R. Hughs".

RUTH R. HUGHS
Secretary of State

FILED IN THE OFFICE OF THE
SECRETARY OF STATE
10:00AM O'CLOCK

MAR 18 2020

Governor Abbott Issues Proclamation Allowing For Postponement Of Local Elections Set For May 2nd

March 18, 2020 | Austin, Texas | [Press Release](#)

Governor Greg Abbott today issued a proclamation suspending provisions of the Texas Election Code to allow political subdivisions to postpone their 2020 local elections. This means local governments now have the ability to postpone their May 2, 2020 elections until November 3, 2020.

"I strongly encourage local election officials to take advantage of these waivers and postpone their elections until November," said Governor Abbott. "Right now, the state's focus is responding to COVID-19 — including social distancing and avoiding large gatherings. By delaying this election, our local election officials can assist in that effort."

Under Section 418.016 of the Texas Government Code, the Governor suspended Sections 41.0052(a) and (b) of the Texas Election Code and Section 49.103 of the Texas Water Code to the extent necessary to allow political subdivisions to move their elections for 2020 only to the next uniform date, occurring on November 3, 2020. The Governor also suspended Sections 31.093 and 42.0621(c) of the Texas Election Code to the extent necessary to require all county election officers to contract to furnish election services with political subdivisions if requested by these subdivisions. Only political subdivisions have authority to postpone these elections, but the Governor's suspensions allow political subdivisions to postpone the elections and strongly encourages them to do so.

In conjunction with today's action, Texas Secretary of State Ruth Hughs is releasing an election advisory providing guidance for political subdivisions on the process of postponing their May 2nd elections.

The State of Texas

Elections Division
P.O. Box 12060
Austin, Texas 78711-2060
www.sos.texas.gov



Phone: 512-463-5650
Fax: 512-475-2811
Dial 7-1-1 For Relay Services
(800) 252-VOTE (8683)

Ruth R. Hughs
Secretary of State

ELECTION ADVISORY

N0. 2020-14

TO: Election Officials

FROM: Keith Ingram, Director of Elections 

DATE: April 2, 2020

RE: COVID-19 (Coronavirus) Voting and Election Procedures

The purpose of this advisory is to assist election officials in facilitating voting for individuals that may be affected by COVID-19, and in preparing for the conduct of elections in the context of this public health issue.

Voter Registration Procedures

Stay-at-home orders and office closures in your jurisdiction may impact voters seeking to obtain voter registration applications. There are several existing options that you should encourage voters to utilize:

- **In-County Updates via [Texas Online](#):** If a voter has moved within the same county, the voter may update their address online at www.Texas.gov. Voters that are active or in suspense can update their name and/or residence address through this secure website.
- **Printed Voter Registration Applications:** If a voter has access to a printer, the voter can use the [SOS Informal Online Application](#) to complete a voter registration application. This application can be printed and mailed to the applicable county voter registrar. When the voter selects their county of residence, it will preprint the county voter registrar's address on the form so that when the voter mails it, they send it directly to their county voter registrar.
- **Postage-Paid Voter Registration Applications:** If a voter does not have access to a printer, the voter can request that a blank postage-paid voter registration application be mailed directly to the voter. The voter can fill out the [request form](#) on the SOS website. Counties can also mail blank applications to voters upon request.
- **Revisions to Voter Registration Certificate:** If a voter has their current voter registration certificate, they may make any necessary corrections or updates to the certificate, sign it and return it to the voter registrar.

- **Register2Vote.org:** This is a third-party website that provides a remote printing option for voters. Voters can complete a form online and have a pre-filled application sent to them for completion. The voter must complete the form, sign it, and mail it in the included postage-paid envelope. This form is sent directly to the county voter registrar.

Voting Procedures Authorized under the Texas Election Code

Below we have described some of the procedures that are authorized under Texas law that may be of assistance to voters that are affected by a recent sickness or a physical disability.

Voting by Mail

In Texas, in order to vote by mail, a voter must have a qualifying reason. A voter may vote early by mail if they:

- will be away from their county on Election Day and during early voting;
- are sick or disabled;
- are 65 years of age or older on Election Day; or
- are confined in jail, but eligible to vote.

One of the grounds for voting by mail is disability. The Election Code defines “disability” to include “a sickness or physical condition that prevents the voter from appearing at the polling place on election day without a likelihood of needing personal assistance or of injuring the voter's health.” (Sec. 82.002). Voters who meet this definition and wish to vote a ballot by mail must submit an application for ballot by mail.

- [Application for a Ballot by Mail.](#)

Chapter 102, Late Voting Due to Recent Sickness or Physical Disability

The Election Code authorizes late voting if a voter becomes sick or disabled on or after the day before the last day for submitting an application for a ballot to be voted by mail, and is unable to go to the polling place on Election Day. The voter must designate a representative to submit an application on the voter's behalf in person to the early voting clerk. To be eligible to serve as a voter's representative, a person: 1) must be at least 18 years of age; 2) must not be employed by or related within the third degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to a candidate whose name appears on the ballot; and 3) must not have served in the election as the representative for another applicant. The application must be received before 5:00 p.m. on Election Day. The application is reviewed and the early voting clerk verifies the applicant's registration status in the same manner as early voting by mail. The early voting clerk must provide the same balloting materials that are used for early voting by mail to the representative who will deliver them to the voter. The voter should mark and seal the ballot in the same manner as voting by mail **including signing** the back flap of the carrier envelope. The ballot must be returned in its carrier envelope to the early voting clerk before 7:00 p.m. on Election Day **by the same representative** who delivered the ballot to the voter.

- [Application for Emergency Early Voting Ballot Due to Sickness or Physical Disability](#)
- [Instructions for Voter to include with Balloting Materials](#)

Chapter 104, Voting at Main Early Voting Location

The Election Code authorizes voters who are sick or disabled to vote on Election Day at the main early voting place, so long as voting machines of some type are used in the voter's precinct and the voter's sickness or disability prevents the voter from voting in the regular manner without personal assistance or likelihood of injury. For this procedure, the voter must complete and submit the applicable affidavit to be provided with the balloting materials used for early voting by mail. The voter must mark and seal the ballot in the same manner as in early voting by mail, except that the certificate on the carrier envelope need not be completed. After sealing the carrier envelope, the voter must give it to the clerk at the main early voting polling place between the hours of 7:00 a.m. and 7:00 p.m. The Early Voting Clerk must note on the envelope that the ballot was voted under Chapter 104.

- [Affidavit for Voting at Early Voting Place on Election Day](#)

Curbside Voting

If a voter is physically unable to enter the polling place without assistance or likelihood of injury to his or her health, the voter is eligible for entrance or curbside voting. (Sec. 64.009). This option **must** be made available at all polling locations. To provide for voting curbside, the voter must be qualified by the election officer before the voter can receive the ballot. An election officer may deliver a ballot or a DRE voting machine to the voter at the entrance or curb of the polling place. Poll watchers and inspectors must be allowed to accompany the election officer. Once the voter has marked his or her ballot, the election officer deposits the ballot for the voter. On the voter's request, a person accompanying the voter to the polling place must be permitted to select the voter's ballot and to deposit the ballot in the ballot box after the voter has voted. If the voter is not only physically unable to enter the polling place, but is also eligible for voter assistance in marking his or her ballot, they may receive assistance in marking and completing their ballot in accordance with Chapter 64, Subchapter B of the Election Code. Either two election officers may assist the voter or the voter may be given assistance by a person of the voter's choice, other than the voter's employer, an agent of that employer or an officer or agent of the voter's labor union. For voters that are voting at the curbside, **instruct polling place workers to allow the curbside voter the same privacy as a voter in the voting booth.** We anticipate providing further guidance regarding curbside voting in the coming weeks.

Potential Court Order to Address Quarantined Voters

Voting in-person during early voting or on Election Day may not be an available option for all voters, including those affected by quarantines. Political subdivisions may need to act quickly to address the rapidly changing public health situation. In monitoring your situations locally, it is important to note that you may have a need to modify certain voting procedures. In these circumstances, you may want to consider seeking a court order to authorize exceptions to the voting procedures outlined in certain chapters of the Texas Election Code for these voters. The following are possible considerations:

1. **Expanding Eligibility Requirements Under Chapter 102 (Late Voting for Sickness or Physical Disability):** A court order could provide for a temporary expansion of the eligibility requirements for Chapter 102 voting to allow voters in quarantine to vote in this fashion. This option would also require the court, in some instances, to temporarily waive or modify the

requirement for a physician's signature on the application for this type of late ballot for purposes of any election(s) impacted by COVID-19.

2. **Other Modifications to Voting Procedures:** A court order could provide for modifications to other voting procedures as necessary to address the impact of COVID-19 within the jurisdiction. For example, in 2014, Dallas County obtained a court order authorizing modified voting procedures for individuals affected by the Ebola quarantine, modeled on the procedures outlined in Section 105.004 of the Texas Election Code for certain military voters in hostile fire pay zones.

If your county obtains a court order allowing modifications to voting procedures to address COVID-19, please send a copy of the court order to the Secretary of State's Office.

Other Considerations Related to COVID-19 or Other Illnesses

If your political subdivision is affected by a stay-at-home order, quarantine or outbreak of COVID-19 or any other type of illness, the conduct of your elections could be impacted. In order to protect the health and safety of election workers, below are some considerations:

- **Cleaning and Sanitizing Voting System Equipment:**
 - **Voting System and e-Pollbook Equipment:** Please check with your vendor about the specific procedures you should follow to clean and sanitize any equipment that is handled by voters or polling place workers. We received specific information from the following vendors about proper techniques for cleaning equipment:
 - **Hart Intercivic Voting System Equipment:** Users may wipe Hart equipment with 50% or higher clear, fragrance-free, isopropyl alcohol solution and a lint-free wipe. Do not use ammonia or detergent-based solutions as these may be harmful to the screen or the plastics surrounding the display. To avoid spotting, make certain that equipment screens are wiped dry (do not leave puddles).
 - **ES&S Voting System Equipment:** You can use a soft, lint free cloth and isopropyl alcohol to clean the touchscreen of the voting machine. Do not spray directly on the touch screen. Only lightly dampen the cloth, do not soak it. Do not use any harsh cleaning products on the screen as this may damage the touch screen. Do not allow any liquid cleaner to come in contact with ballot stock.
- **Cleaning and Sanitizing Polling Places:** The Centers for Disease Control and Prevention (CDC) has issued [recommendations](#) for preventing the spread of coronavirus specifically in election polling locations. Here are a few of their specific suggestions:
 - **Encourage workers to wash hands frequently:** wash hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - **Practice routine cleaning of frequently touched surfaces with household cleaning spray or wipe:** including tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, etc.

- **Disinfect surfaces that may be contaminated with germs after cleaning:** A list of products with EPA-approved emerging viral pathogens claims is available on the EPA's [website](#). Products with EPA-approved emerging viral pathogens claims are expected to be effective against the virus that causes COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, use of personal protective equipment).
- **Arrangement of Polling Places:** It is imperative that you review your procedures related to setting up your polling place. Voting stations should be set up in a way that adheres to the suggested social and physical distance guidelines and allow for at least 6 feet between voters. Additionally, you should review your check-in stations to ensure you are providing adequate space between voters. This may include providing your workers with tape to mark off spacing guidelines on the floor of the polling place.
- **Election Judges and Clerks:**
 - **Training and Recruiting of Election Workers:**
 - **Recruitment of Election Workers:** We recommend that you make efforts to recruit and train additional workers beyond what you project to need for a given election. This will ensure that you have adequate back up workers to assist in the event that you have election workers that are unavailable at the last minute.
 - **Recruiting from Current Workers:** With regard to recruiting workers, you may want to ask your current appointed judges to provide recommendations of other individuals that can serve. Additionally, you may have different judges and clerks depending on the type of election you hold. We suggest you reach out to your entire pool of potential workers to determine availability for 2020 election dates.
 - **Student Election Clerks:** You may also want to consider enlisting [student election clerks](#) in your pool of available workers. For elections occurring outside of the school year, the student clerks would not need to obtain permission from their high school principal provided they obtained permission from their parent or legal guardian.
 - **Training of Election Workers:** In order to train a larger pool of workers, you may want to consider allowing your election workers to utilize the Secretary of State's [online Poll Worker Training](#). This training is focused on the legal procedures related to acceptance of voters and the voting process. Any procedures that are specific to your county would need to be provided through additional training or supplemental materials.
 - **Unavailability of Judges:** If both the presiding judge and alternate judge are unavailable to serve and this is discovered after the 20th day before election day, the presiding officer of the appointing authority, or if the presiding officer is unavailable, the authority responsible for distributing supplies for the election, shall appoint a replacement judge. (Sec. 32.007). Additionally, if the authority is

unable to find an election judge who is a qualified voter of the specific precinct needing a judge, the authority may appoint individuals that meet the eligibility requirements of an election clerk which encompasses a broader territory. (Sec 32.051(b)).

Type of Election	Presiding Officer of Appointing Authority	Authority responsible for Delivering Supplies
Primary Election	County Chair of Political Party	County Chair of Political Party
Joint Primary	County Election Officer	County Election Officer
General Election for State and County Officers or County Ordered Election	County Judge	County Election Officer
Cities	Mayor	City Secretary
Other Political Subdivision Elections	Presiding Officer of Governing Body of Political Subdivision	Secretary of Governing Body; if no secretary, the presiding officer of governing body

- **Polling Locations:**

- **Review List of Locations:** We recommend reviewing your list of current polling locations to determine if you should consider proactively relocating them. For example, if you are currently using assisted living facilities or residential care facilities that have residents that would be in one of the higher-risk categories, relocating the polling place may be in the best interest of the individuals at that location. Please be advised that if you choose to relocate a polling place in a facility like this, we **strongly recommend** that you provide information to the residents about voting by mail to ensure that they are still able to vote in upcoming elections without the difficulty of leaving the facility to travel to a different polling place. Additionally, you should be monitoring your current polling places to determine if any of those locations have been closed as a result of business or government building closures.
- **Unavailable Locations:** If polling locations become unavailable, you may need to relocate your polling location or combine and consolidate that location with another polling place in close proximity to it. To the extent possible, any changes to polling locations must be made in accordance with Chapters 42 and 43 of the Texas Election Code. If you are in a situation where you will have difficulty complying with these chapters, please contact the Secretary of State’s office to discuss other available options.

- **Notice of Changes to Polling Locations:** Please be advised that if you have a polling location change, you must post [notice](#) of that change at the location that is no longer being used. Any websites that contain polling locations should be updated. For certain county-run elections, polling place information must also be updated with the Secretary of State's office, if applicable.
- **Website Notices:** At this time, you may want to consider posting a notice on your website instructing voters to check your website for updates and changes to polling locations prior to early voting and election day. This will help ensure that voters are always getting updated and accurate information.
- **Voting by Mail Considerations:** At this time, the CDC has not provided any special recommendations or precautions for the storage of ballots. However, it is recommended that workers handling mail ballots practice [hand hygiene](#) frequently. Please continue to stay updated on the CDC's website as they provide additional recommendations regarding the handling of mail and other topics.
 - **Additional Ballot by Mail Supplies:** Because there may be a higher volume of ballot by mail requests in 2020, we strongly recommend that you review your current supply of applications, balloting materials, and ballot stock for future elections. It is important you have the necessary supply on hand to meet increased requests you may receive.
- **Election Office Hours:** Election officials are required to maintain certain office hours related to their election duties for a prescribed number of days before and after an election. If your office is closed for public health reasons or you are unable to be at your office during the mandatory office hour time frame, we advise that entities post information on how to get in contact with the applicable officials for election related information. This may include posting phone numbers, an email address that can receive public inquiries, or even a mailing address that can receive written requests for information. We recommend that you assign someone to periodically check for voicemails, emails, or mail related to your election.
- **Voter Registration Office Hours:** Section 12.004(c) requires the voter registrar's office to be open while the polls are open on the date of any election held in the county on a uniform election date. If you have entities that will be holding an election on May 2, 2020, you must satisfy this requirement. However, we believe that as long as you can provide answers to voter registration questions remotely and you notify your entities about how to reach you, you do not need to be physically in the office. You must also be able to provide all of the same voter registration services you would otherwise provide to your local political subdivisions if you were in the office.
- **Volunteer Deputy Registrars (VDR):** You still have a legal obligation to process volunteer deputy registrar applications. If you must suspend volunteer deputy registrar classes, we strongly advise that you adopt the SOS online Volunteer Deputy Registrar training and in-person examination option. This would allow you to schedule the examinations based on need or desire by VDRs and would allow you to temporarily reduce or cancel in-person training as dictated by your county's circumstances. For more information about adopting the online training and examination, please see [Advisory 2019-04](#). Additionally, you still have an obligation to receive voter registration

applications from VDRs. To eliminate person-to-person contact, you could provide drop boxes for voter registration applications. These drop boxes should be located in close proximity to your main office or connected to it. They should be secured and checked regularly.

- **Cybersecurity Impacts:** If your political subdivision is affected by a widespread quarantine or outbreak of COVID-19 or any other type of illness, your office staff might be mandated to work remotely. In addition, the volume of voters that will start to utilize your internet-based resources will increase. During a crisis situation, bad actors may try to capitalize on the circumstances to take actions that could compromise the security of your elections office. Please remain vigilant about following best practices related to cybersecurity and election security.
 - **Service Interruption:** Networks are normally built to sustain high volume traffic, but the magnitude of the COVID-19 crisis presents an increased risk that systems may become compromised. An abnormal increase in network traffic could be misinterpreted as a DOS (Denial of Service) attack which could shut down networks depending on the type of security implementation.
 - **Ransomware:** Cybercriminals can infect the computers of government agencies before demanding that they pay a ransom for an encryption key that will free their locked files and records. Ransomware can lock up databases preventing polling places from verifying eligibility and confirming that voters are in the right districts/precincts.
 - **Election Systems and e-Pollbook Equipment:** As mentioned above, databases are susceptible because they must have a constant network connectivity. When relocating polling places, it is very important to ensure that the systems are connected to a secure and reliable network.
 - **Voter Registration Scams:** Voter registration procedures are not conducted over the phone or the internet other than the previously mentioned authorized channels. Be aware of scams that are targeted to steal personally identifiable information from voters and/or election workers. It is especially important not to provide personal information of voters or election workers over the phone if your office is solicited in this manner.
- **Communications Plan:** You should develop a plan for communicating to voters and election workers when any changes occur that may impact them. The communications plan should involve updating your official website with specific details. Any use of social media should direct people back to your official website to ensure that only official, accurate, and authorized information is being disseminated to the public. We suggest you develop a plan for working with local media to keep the public informed. Finally, any major changes that affect the election process in your county should be communicated to the Secretary of State's office.

Additional Resources

Here are a list of additional resources that may be helpful to you.

- [Election Assistance Commission - Coronavirus \(COVID-19\) Resources.](#)

- [Centers for Disease Control and Prevention \(CDC\) – Recommendations for Election Polling Locations](#)
- [Texas Department of State Health Services – Coronavirus Disease 2019 \(COVID-19\)](#)

If you have any questions regarding this advisory, please contact the Elections Division at 1-800-252-2216.

KI:CA



Agenda Item #9

For Council Action
April 09, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Update on the Jayson Harris Pavilion as presented by Hamilton County Junior Livestock Association President, Faith Massingill.

Background: Faith Massingill is presenting the latest in renovations to the kitchen at the Jayson Harris Pavilion

Recommendation: No Action.



Agenda Item #10

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action on COVID-19 Information and Readiness Response.

Background: Discussion on Readiness for COVID-19

Recommendation: Council Issue Declaration.

**CITY OF HAMILTON, TEXAS
DECLARATION OF LOCAL STATE OF DISASTER
DUE TO PUBLIC HEALTH EMERGENCY**

WHEREAS, beginning in December 2019, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID-19, has been declared a global pandemic by the World Health Organization; and

WHEREAS, the symptoms of COVID-19 can range from mild to severe illness and cause further complications including death; and

WHEREAS, COVID-19 virus mainly spreads between people who are in close contact with one another through respiratory droplets produced when an infected person coughs or sneezes; and

WHEREAS, on March 13, 2020, the Governor of the State of Texas issued a proclamation certifying that COVID-19 poses an imminent threat of disaster in the state and declaring a state of disaster for all counties in Texas; and

WHEREAS, the City of Hamilton, Texas, is taking extraordinary measures to prevent the spread of this potentially devastating disease in our community; and

WHEREAS, said state of disaster requires that certain emergency protective measures be taken pursuant to the Texas Disaster Act of 1975 relating to Emergency Management and Public Health, pursuant to Chapter 418 of the Texas Government Code; and

WHEREAS, Governor Abbott issued Executive Order GA-08 on March 19, 2020, Executive Order GA-09 on March 22, 2020, Executive Order GA-10 on March 24, 2020, Executive Order GA-11 on March 26, 2020, Executive Order GA-12 on March 29, 2020, Executive Order GA-13 on March 29, 2020 and Executive Order GA-14 on March 31, 2020 all in response to the COVID-19 disaster; and

WHEREAS, Governor Abbott's Executive Order GA-14 is a mandatory stay at home order for the entire state except essential businesses through April 30, 2020.

NOW THEREFORE, BE IT PROCLAIMED BY THE MAYOR OF THE CITY OF HAMILTON, TEXAS:

SECTION 1. That a local state of disaster for public health emergency is hereby declared for the City of Hamilton, Texas, pursuant to Section 418.108(a) of the Texas Government Code.

SECTION 2. This Declaration of a local state of disaster and public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary, pursuant to §418.108(c) of the Texas Government Code.

SECTION 3. That pursuant to Section 418.108(c) of the Texas Government Code this declaration of a local state of disaster for public health emergency shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

SECTION 4. That pursuant to Section 418.108(d) of the Texas Government Code, this declaration of a local state of disaster activates the City of Hamilton, Texas, emergency management plan, and authorizes the furnishing of aid and assistance under the declaration.

SECTION 5. That this declaration authorizes the City to take any actions necessary to promote health and suppress the virus, including the quarantine of persons and occupied structures, examining and regulating hospitals, regulating ingress and egress from the City, regulating ingress and egress to occupied structures, establishment of quarantine stations, emergency hospitals, and other hospitals, and insuring compliance for those who do not comply with the City's rules, pursuant to Section 122.006 of the Health and Safety Code.

SECTION 6. That this declaration hereby limits the size of gatherings to not more than 10 people and mandates the cancellation of all such gatherings until further notice. A "gathering" refers generally to a scheduled event or common endeavor where 10 persons are present in a confined space, room, or area.

SECTION 7. In accordance with Texas Government Code §418.173, a person who knowingly or intentionally violates this declaration commits an offense, punishable by a fine up to \$1,000.00 or confinement in jail for a term that does not exceed 180 days.

SECTION 8. That this declaration hereby authorizes the use of all lawfully available enforcement tools.

SECTION 9. As per Governor Abbott's Executive Order GA-14, City of Hamilton citizens shall stay at home except for essential businesses through April 30, 2020.

SECTION 10. This Declaration shall take effect at 12:00 a.m. on April 10, 2020 and shall remain in effect until 11:59 p.m. on April 30, 2020.

ORDERED this 9th day of April, 2020.

Jim McInnis, Mayor

ATTEST:

Ryan W. Polster, City Secretary



Agenda Item # 11

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action Amending the Community Enhancement Fund Grant Contract on behalf of the Hamilton General Hospital funded by the Texas Department of Agriculture.

Background: This will be used as part of TDA's internal documentation and included in the amendment request.

The contract originally awarded \$500,000 in Texas Community Development Block Grant (TxCDBG) funding to support construction of a general surgery clinic and vision care services facility in partnership with the Hamilton County Hospital District. The project has progressed and was ready for construction prior to the COVID-19 Public Health Emergency, declared at both the state and federal levels. This emergency situation has limited the resources available to the hospital moving forward, and the Hospital District has determined that it cannot continue with the project at this time.

In lieu of terminating the grant contract and deobligating the funds, TDA, the City of Hamilton, the Hamilton County Hospital District, and the grant administrator GrantWorks, Inc, have collaborated to identify an alternate project. The amendment will dedicate the previously awarded Community Enhancement Fund grant to the purchase of three ambulances and associated equipment to serve Hamilton County, Mills County, and San Saba County through the Hamilton EMS component of the Hamilton County Hospital District.

The revised project meets the criteria to qualify for funding under the Urgent Need National Program Objective as follows:

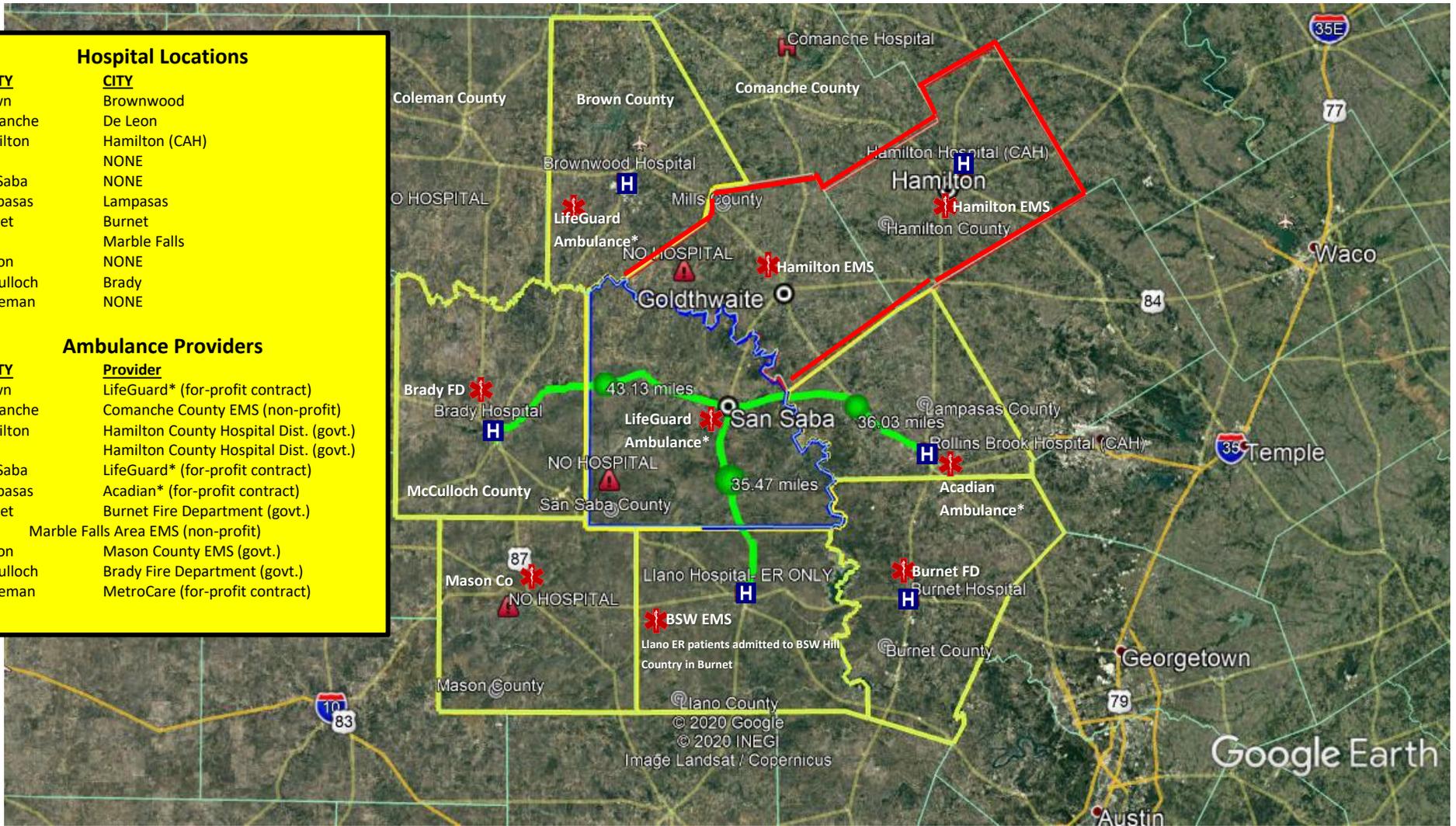
- The situation poses a serious and immediate threat to the health or welfare of the community;
The COVID-19 public health crisis impacts all elements of the health care system. Demand on emergency response is expected to increase as additional patients contract or are suspected to contract the disease. Replacing one aging ambulance, providing two (2) additional vehicles, and providing associated equipment to all vehicles will improve response to this public emergency.
- The situation is of recent origin or recently became urgent;
State of Texas Proclamation of a State of Disaster: March 13, 2020.
Presidential declaration of the COVID-19 Public Health Emergency: March 13, 2020.

- The grant recipient is unable to finance the activity on its own; and Neither the City of Hamilton nor the Hamilton County Hospital District has resources available to finance this activity. The District previously allocated funds to replace one ambulance, which will be considered matching funds under the amendment. No funds have been allocated for the two additional ambulances needed to serve the expanded service area, and all available hospital resources are needed to respond to the COVID-19 emergency situation.
- Other sources of funding are not available to carry out the activity, as certified by both the State and the grant recipient. Other state funding is not available. No other source of funds has been identified to support the purchase of these vehicles and equipment.

Recommendation: Council Approve Resolution.

Hospital Locations	
COUNTY	CITY
1-Brown	Brownwood
2-Comanche	De Leon
3-Hamilton	Hamilton (CAH)
4-Mills	NONE
5-San Saba	NONE
6-Lampasas	Lampasas
7-Burnet	Burnet Marble Falls
8-Mason	NONE
9-McCulloch	Brady
10-Coleman	NONE

Ambulance Providers	
COUNTY	Provider
1-Brown	LifeGuard* (for-profit contract)
2-Comanche	Comanche County EMS (non-profit)
3-Hamilton	Hamilton County Hospital Dist. (govt.)
4-Mills	Hamilton County Hospital Dist. (govt.)
5-San Saba	LifeGuard* (for-profit contract)
6-Lampasas	Acadian* (for-profit contract)
7-Burnet	Burnet Fire Department (govt.) Marble Falls Area EMS (non-profit)
8-Mason	Mason County EMS (govt.)
9-McCulloch	Brady Fire Department (govt.)
10-Coleman	MetroCare (for-profit contract)



LEGEND			
	Current Hamilton EMS (CAEMS) service area		Hospital or HOSPITAL ONLY locations
	Proposed expanded Hamilton EMS (CAEMS) service area San Saba County added to Mills County & Hamilton County		EMS provider locations
	Surrounding counties not served by Hamilton EMS (CAEMS)		Mileage marker
	NO Hospital located in county marked		Travel mileage route

RESOLUTION NO. 16-20

A RESOLUTION OF THE CITY OF HAMILTON, TEXAS, AUTHORIZING THE SUBMISSION OF A CONTRACT AMENDMENT REQUEST FOR TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG) – COMMUNITY ENHANCEMENT FUND - CONTRACT NUMBER 7218008 BETWEEN THE CITY AND THE TEXAS DEPARTMENT OF AGRICULTURE.

WHEREAS, the City entered into a Texas CDBG contract with the Texas Department of Agriculture on behalf of the Hamilton County Hospital District to outpatient clinic services for general surgery and a center for vision care;

WHEREAS, during the course of project, on March 13, 2020 a Presidential Declaration of the COVID-19 Public Health Emergency was issued along with the State of Texas Proclamation of a State of Disaster;

WHEREAS, it was determined that the COVID-19 public health crisis impacts all elements of the health care system. Demand on emergency response is expected to increase as additional patients contract or are suspected to contract the disease.

WHEREAS, the City has held a hearing open to members of the public to discuss the proposed changes and considered all comments received in making this decision; and

WHEREAS, the City desires to amend its contract for the purchase of ambulances and medical equipment to serve the Hamilton County Hospital District service area.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council authorizes a contract amendment request to be submitted to the Texas Department of Agriculture for the modifications to its Texas CDBG - CEF Contract 7218008 Performance Statement described in Attachment A, attached hereto and incorporated herein.
2. The City Council directs and authorizes the Mayor to execute all necessary documents as may be required to initiate and process this contract amendment request.

PASSED AND APPROVED at a meeting of the City Council of Hamilton, Texas, on the 9th day of April, 2020.

Jim McInnis, Mayor

ATTEST:

Ryan W. Polster, City Secretary



Agenda Item # 12

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action of Interlocal Agreement between the City of Hamilton and Hamilton County Hospital District for the 2018 Community Enhancement Grant contract number 7218008.

Background:

The contract originally awarded \$500,000 in Texas Community Development Block Grant (TxCDBG) funding to support construction of a general surgery clinic and vision care services facility in partnership with the Hamilton County Hospital District. The project has progressed and was ready for construction prior to the COVID-19 Public Health Emergency, declared at both the state and federal levels. This emergency situation has limited the resources available to the hospital moving forward, and the Hospital District has determined that it cannot continue with the project at this time.

In lieu of terminating the grant contract and deobligating the funds, TDA, the City of Hamilton, the Hamilton County Hospital District, and the grant administrator GrantWorks, Inc, have collaborated to identify an alternate project.

The Memorandum of Agreement lays out the terms, including financial responsibility for the Hospital District, for the continuation of the CDBG-CEF under a new project. The City agrees to provide grant funds budgeted from its Program Year 2018 Community Development Block Grant Program – Community Enhancement Fund contract to provide new ambulances and equipment to the Hamilton County Hospital District, awarded to the City by the Texas Department of Agriculture (TDA). The term of this Agreement shall be from October 15, 2019, until the grant is administratively closed by TDA. Either party may terminate this Agreement with thirty (30) days written notice to the other party.

Recommendation: Council Approve the Memorandum.

THE STATE OF TEXAS §

CITY OF HAMILTON §

MEMORANDUM OF AGREEMENT

This AGREEMENT is made between CITY OF HAMILTON, TEXAS, hereinafter referred to as the CITY, acting through its City Council, and the HAMILTON COUNTY HOSPITAL DISTRICT, hereinafter referred to as the DISTRICT, acting through its Board of Directors, and effective as of the execution date of the second signing party below.

The CITY agrees to provide grant funds budgeted from its Program Year 2018 Community Development Block Grant Program – Community Enhancement Fund contract to provide new ambulances and equipment to the Hamilton County Hospital District, awarded to the CITY by the Texas Department of Agriculture (TDA), hereinafter referred to as the GRANT. The term of this Agreement shall be from October 15, 2019, until the GRANT is administratively closed by TDA. Either party may terminate this Agreement with thirty (30) days written notice to the other party, but such early termination shall not relieve the parties from the financial obligations addressed below.

Parties agree that the CITY shall:

1. Endeavor to execute its GRANT responsibilities in a timely and efficient manner.
2. Be the repository of all receipts and documentation pertinent to the GRANT and furnish such to TDA upon its request.
3. Comply with all federal, state and TxCDBG procurement policies.
4. Serve as the primary contact in all matters pertaining to the GRANT and the conduit for communication between itself, the DISTRICT, and the TDA.
5. Review vehicle specifications and assist the purchase of the vehicles through Buy Board.
6. Not award a purchase contract or approve a contract to complete the activities described in the GRANT in which the cost exceeds the funds available in the GRANT budget unless funds sufficient to cover the shortfall are committed in writing by the CITY, the DISTRICT, or another party.
7. Attempt to modify the GRANT contract with the TDA in order to bring costs within the GRANT budget if vehicle/craft/equipment bids exceed the GRANT budget and funds sufficient to cover the shortfall are not available.
8. Automatically transfer full ownership of the GRANT-funded purchased vehicle/craft/equipment to the DISTRICT upon acceptance by the TDA of grant completion.

Parties agree that the DISTRICT shall:

1. Comply with the federal conflict of interest provisions at 24 CFR 85.36(b)(3) and 570.489(h) related to the purchase of goods and services through this grant.
2. Comply with all CITY requests for information required to fulfill the CITY'S obligations under the GRANT.
3. Comply with all federal, state and TxCDBG procurement policies.
4. Provide improved emergency response services to all beneficiaries of this project within the HAMILTON COUNTY HOSPITAL DISTRICT.
5. Provide specifications to the CITY for to purchase the vehicles through Buy Board.
6. Be solely responsible for the continued maintenance and operation of any proposed vehicle and equipment upon acceptance by the CITY and TDA.

7. Provide sufficient insurance for replacement value of the vehicle upon delivery for five (5) years.
8. Pay for any cost overruns attributable to the award of purchase contract to complete the activities described in the GRANT that it has approved in writing.
9. Cooperate with the CITY in any attempt to modify the GRANT contract with TDA in order to bring costs within the GRANT budget if bids exceed the GRANT budget and the CITY is unable to provide funds sufficient to cover the shortfall.
10. Pay any GRANT-related expenses incurred by the CITY that are unreimbursed by or repaid to the TDA in the event the DISTRICT fails to use any vehicle purchased under the GRANT to provide the emergency response services and benefits required under the GRANT contract.
11. Pay for any costs to the CITY resulting from violation or early termination of this Agreement by the DISTRICT.
12. Automatically receive full ownership of the GRANT-funded vehicles and equipment upon acceptance by the TDA grant completion. Vehicle(s) and/or equipment will be stationed throughout the Hamilton County Hospital District.
13. Own and maintain the vehicle for no less than five (5) years upon the date of delivery and will provide annual reports detailing the services and/or functions of the vehicle(s) and/or equipment.
14. Provide any GRANT matching funds that is separately committed in writing.

The parties further agree that any GRANT funds provided by the CITY are without warranty of any kind to the DISTRICT or any third party, and the DISTRICT hereby agrees, to the extent allowable by law, to defend, hold harmless, and indemnify the CITY, its officers, agents, and employees for any claims for injury or death of any person or any property damage arising out of the CITY'S performance of its obligations under this Agreement. Nothing herein shall be construed to create any rights in third parties.

CITY OF HAMILTON, TEXAS

HAMILTON COUNTY HOSPITAL
DISTRICT

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> JIM MCINNIS, MAYOR	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> BILL CRAIG, BOARD PRESIDENT

ATTEST:

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> RYAN W. POLSTER, CITY SECRETARY	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> DIANE SCHNEIDER, BOARD SECRETARY
EXECUTION DATE	EXECUTION DATE



Agenda Item #13

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action of Ordinance Adopting Bulk Waste Permitting and usage fees.

Background: City Council reviewed the Bulk Waste and Brush Drop Off Permit fee in December of 2019. The permit fee was raised from \$10.00 to \$30.00. As of March 3, for the year 2020, the City has sold 138 permits for \$4140.00. The cost of operating the bulk trash facility for 2019 was approximately \$32,000.00. Usage fees for bulk trash need to be determined and put in place. Recommended fee schedule is attached in the packet.

Recommendation: Approve changes for January 1, 2021.

ORDINANCE NO. 05-20

AN ORDINANCE FOR THE CITY OF HAMILTON, TEXAS, ESTABLISHING FEES FOR BULK TRASH DISPOSAL

WHEREAS, as of December 2019, citizens using the Bulk Waste Facility or the “Brush Pile” need to purchase a \$30 permit, which will be affixed to the inside of the front windshield on the passenger’s side; and

WHEREAS, the purpose of the permit is to visibly demonstrate to the City staff member on duty that the person / vehicle is a City of Hamilton utility billing customer. This permit is purchased once per calendar year; and

WHEREAS, because the City of Hamilton has to pay to have filled dumpsters hauled to a TCEQ-approved dump site; and

WHEREAS, because in 2019 the cost of the dumpsters exceeded the permit revenue by \$31,000, and because the City is required by TCEQ to have a City employee on duty whenever the Bulk Waste Facility is open; and

WHEREAS, the City finds it necessary to implement a “per load” fee for the Bulk Waste Facility.

NOW, THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HAMILTON, TEXAS:

The permit fee for access to either the Brush Drop-Off or Bulk Trash will remain \$30.00. In addition, the attached Schedule of Bulk Waste Fees is adopted by the City Council of the City of Hamilton, Texas and is on file with the City Secretary of the City of Hamilton.

Car, van or SUV	\$10
Pickup truck (bed level)	\$15
Pickup Truck (above bed level)	\$20
Trailer – 4X6 or 4X8	\$15
Trailer – 5X10, 5X12, 5X14	\$25
Trailer – 5X16, 5X18, 5X20	\$40
Trailer – 6X16, 6X18, 6X20	\$45

Note: If both the vehicle and a trailer are loaded, the fee will be the total for that vehicle plus the trailer.

PASSED AND APPROVED by a majority vote of the City Council of the City of Hamilton, Texas, April 9, 2020, and effective immediately.

ATTESTED BY:

APPROVED:

RYAN W. POLSTER, CITY SECRETARY

JIM MCINNIS, MAYOR

APPROVED AS TO FORM:

CONNIE Z. WHITE, City Attorney

	FREE	PAID	
January 2019	2 rollofs	1 rolloff	\$ 972.20
February 2019	2 rollofs	0	\$ -
March 2019	2 rollofs	1 rolloff	\$ 888.80
April 2019	2 rollofs	2 rollofs	\$ 1,228.52
May 2019	2 rollofs	3 rollofs	\$ 2,330.16
June 2019	2 rollofs	5 rollofs	\$ 2,815.56
July 2019	2 rollofs	4 rollofs	\$ 3,077.12
August 2019	2 rollofs	0	\$ -
September 2019	2 rollofs	2 rollofs	\$ 1,649.80
October 2019	2 rollofs	4 rollofs	\$ 3,041.48
November 2019	2 rollofs	2 rollofs	\$ 1,717.84
December 2019	2 rollofs	1 rolloff	\$ 710.96
Total for Rollofs			\$ 18,432.44
Building Utility			\$ 100.00
Tractor Maintenance			\$ 1,000.00
Dan Bell			\$ 13,029.46
			\$ 32,561.90

BULK WASTE RATE COMPARISON

CITY	BULK TRASH	BRUSH	BAGGED	ITEMS	COMMENTS
Glen Rose	\$85.00 per ton; \$30 minimum per load	\$30.00 per ton; \$10.00 minimum	1-5 bags: \$7.00; 6-10 bags: \$10.00; 11-15 bags: \$21.00	Recliner \$5; Couch/Loveseat \$15; Mattress/Boxspring \$10 each; Carpet \$20 per room	
Stephenville	\$60.00 per ton; \$25.00 minimum per load; \$25.00 pull off				Fees double for inadequate containment; woodchip mulch for sale \$10/cubic yard or \$20/pickup bed
Brownwood	(Residents inside county) \$5 per pickup load; \$10 per pickup & trailer load; \$44/ton (Residents outside county) \$12 per pickup load; \$24 per pickup & trailer load; \$44/ton				Must be tarped; rates double for unsecured loads or \$10, whichever is greater
El Paso	\$26/ton; \$16 minimum per load	\$26/ton; \$10 minimum			\$5 charge for unsecured loads
Granbury	Per load: Car or SUV \$10; Van \$15; Pickup (bed level) \$15 (above bed level) \$20; Trailer 4X6 or 4X8 \$15; 5x10,12 or 14 \$25; 5x16,18 or 20 \$40; 6X16,18 or 20 \$45			\$5 each (EX:sofa, love seat, mattress)	
Grand Prairie	One free dump/month; \$3 each additional load same month; commercial \$32/ton				

Lampasas	\$20 per cubic yd*	\$5 per load		Appliances \$1 each	*A full sized 3/4 or 1-ton pickup can hold 2 - 3 cubic yards rounded
Waco	Inside county \$35.25/ton; outside county \$43.01/ton; Waco residents twice monthly self-haul is free up to 2000 lbs				Unsecured and/or uncovered loads \$20 fee
Copperas Cove	Twice monthly pickup; 3 cubic yds free; \$7 per cubic yd after that				



Agenda Item #14

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action of Resolution Approving Appointment of City Secretary.

Background: The City Secretary Position is currently filled by the City Administrator, The City Secretary Position was advertised in the Hamilton Herald Newspaper and the Texas Municipal League Website during the month of March. Several applicants were received. Council should fill the position by appointment.

Recommendation: Council Appoint City Secretary.

RESOLUTION # 17-20

APPOINTING CITY SECRETARY

WHEREAS, the City of Hamilton, Texas is a local government of the State of Texas and the City Council finds it necessary to appoint a City Secretary; and

WHEREAS, the City Council of the City of Hamilton, Texas has established the office of City Secretary by ordinance to serve both City Secretary functions and assistant to the City Administrator.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That _____ is hereby appointed to serve as City Secretary.

The Resolution is hereby introduced and adopted by a majority of the City Council members of the City of Hamilton, Texas at its regular meeting held on April 9, 2020.

CITY OF HAMILTON, TEXAS

Mayor, Jim McInnis

ATTESTED:

City Secretary, Ryan W. Polster

Description

The City Secretary is appointed by the City Council and serves until the expiration of the Mayor's term, which shall be a two-year term. Performs the essential functions of both City Secretary and Assistant to the City Administrator. Serves as City Secretary, providing administrative support for city officials, managing and maintaining official records of City (including website), managing city financial books, processing permit applications, complaints and requests for information, serving as the human resources officer, supervising municipal elections, coordinating and attending public meetings in accordance with Texas Local Govt Code. Serves as Assistant to City Administrator, providing highly responsible managerial and administrative assistance to City Administrator to meet the needs of the City, helping to plan and coordinate policies and procedures to ensure effective and efficient operation of city government, ensuring accountability in the implementation of official policies and procedures.

Requirements

Work with Mayor and Chairs to create and post agendas and notices for meetings in compliance with all applicable laws

Attend, record and keep minutes of Council, and Board meetings

Work with City Building Inspector to receive and process planning, building and development applications in accordance with official policies and ordinances, ensuring appropriate coordination of engineering, building inspectors, and city officials as necessary

Act as city's Public Information Officer maintaining and releasing information in accordance with the Public Information Act

Act as city's human resource officer, managing HR tasks including assembling swimming pool staff and training

Perform full range of accounting related duties, including maintenance of financial books for accounts payable and receivable, maintaining payroll and coordinating and assisting with annual audit

Coordinate and conduct municipal elections, receiving forms and filings, ordering ballots and other supplies, and posting all required election notices

Prepare and maintain codified ordinances, resolutions, proclamations

Prepare detailed reports regarding office activities, including permits and projects in process, interactions with consultants and public

Plan and implement effective records management strategy for all media, including paper, electronic and website documents

Plan and implement effective communication strategy for citizen notifications

Plan and implement strategies for effective and efficient Council and Board activity, such as keeping and communicating schedules of actions required, actions taken, creating checklists and timetables for repeatable processes, preparing training materials for new staff and city officials

Help coordinate public works projects, code enforcement projects and other official activities

Help ensure policies and directives of council are followed and goals are achieved

Provide city officials with accurate and timely information to support decision making and policy direction

Interpret and communicate city ordinances and administrative policy to public and officials as necessary

Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes

Exercise considerable judgment in dealings with the public, applicants, consultants and city officials

Perform wide variety of complex, responsible and confidential duties for city officials requiring knowledge and analysis of local ordinances and municipal code

Perform special projects and assignments as directed by City Administrator

Experience as City Secretary is highly desired. Minimum of two years of administrative assistant experience, preferably in the public sector.

Notary Public Certification or ability to obtain one.

Requires Bachelor's degree or education and training equivalent to four years of college education in business management, political science, or closely related field

Texas Municipal Clerk Certification preferred

Requires a minimum of four years of work-related experience

Requires sedentary work that involves walking or standing some of the time and routine keyboard operations and ability to lift 30lbs.

Min Education – H.S. Diploma/Equivalent

The City of Hamilton is an equal opportunity employer.



Agenda Item #15

For Council Action
April 9, 2020

To: Honorable Mayor and City Council
From: Ryan Polster, City Administrator

Subject: Consideration and/or Action to Release 2020 Citizen Survey.

Background: The City of Hamilton has released a survey in 2018 and 2019. The proposed survey is attached and would be released with the 2020 Consumer Confidence Report which discusses the water quality. Surveys are one tool among many to help decision makers evaluate important aspects of any operation. It seems appropriate to "take stock" as comprehensively as possible at the start of a new administration or any significant change in operation. It is hoped that this survey can provide an additional tool to help collectively gauge the performance and expectations of Hamilton's city government.

Recommendation: Council Approve Survey.

2020 Hamilton Citizen Survey

CITY OF Hamilton, Texas

254-386-8116

200 E. Main Street, Hamilton, TX 76531

Hamilton's future enjoys many great opportunities and faces some significant challenges. As we continue to progress, it is important that your local government meets the expectations and focuses on the priorities of the citizens it serves. To better measure our efforts, we are asking for your input! Your response will remain anonymous as we are not requesting names or addresses on the form. The responses on the forms will be tabulated and a report will be made to the City Council of the results. If you need forms for other members of your household, please feel free to make a copy or contact the city office. Please complete only one survey for each adult in the household. If you have any additional questions, please feel free to call City Hall at 254-386-8116. We appreciate your time and interest.

The Mayor and City Council of Hamilton.

Section 1. Please circle the category that describes you:

Do you live in the city limits?	Yes	No					
Years living in Hamilton:	0-4	5-9	10-14	15-19	20+		
Age:	<20	20-29	30-39	40-49	50-59	60-69	>69
Education:	High School		Vocational	College+			
Employment Status:	Employed	Self-employed	Out of work and looking for work			A Homemaker	
	A student		Military	Retired		Unable to work	
Occupation:	Agriculture	Construction	Education	Food Service	Healthcare		
	Maintenance	Office	Retail	Retired	Other		

Section 2. Please select with a check mark your level of agreement with the following statements:

	Strongly Agree	Agree	Disagree	Strongly Disagree
Hamilton is a great place to live.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall, the Hamilton city government is effective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City employees are courteous and professional.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am satisfied with the quality of city services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hamilton is doing what it can for economic development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section 3. Please select with a check mark the importance of each of these issues and projects.

Issue	Important	Not Important	Rank	Issue	Important	Not Important	Rank
Availability of Housing	<input type="checkbox"/>	<input type="checkbox"/>		City Pool Renovation	<input type="checkbox"/>	<input type="checkbox"/>	
Blighted/Unsightly Property	<input type="checkbox"/>	<input type="checkbox"/>		City Pool Replacement	<input type="checkbox"/>	<input type="checkbox"/>	
Improving Law Enforcement	<input type="checkbox"/>	<input type="checkbox"/>		Property Taxes	<input type="checkbox"/>	<input type="checkbox"/>	
Employment Opportunities	<input type="checkbox"/>	<input type="checkbox"/>		Utility Rates/Fees	<input type="checkbox"/>	<input type="checkbox"/>	
Improving Parks & Cemetery	<input type="checkbox"/>	<input type="checkbox"/>		New Public Safety Facilities	<input type="checkbox"/>	<input type="checkbox"/>	
Improving Storm Water Control	<input type="checkbox"/>	<input type="checkbox"/>		Senior Citizen Center	<input type="checkbox"/>	<input type="checkbox"/>	
Improve City Lake	<input type="checkbox"/>	<input type="checkbox"/>		Replace Damaged Hangars	<input type="checkbox"/>	<input type="checkbox"/>	
Improving Streets/Alleys	<input type="checkbox"/>	<input type="checkbox"/>		Water/Sewer Line Replacement	<input type="checkbox"/>	<input type="checkbox"/>	

Section 4. Please rank your top three (3) issues and projects listed above in Section 3 as 1,2 and 3.

Additional Comments:

Please place completed survey in the city utility payment box; or mail to the city in the enclosed envelope by 3 p.m. Thursday, May 15, 2020. THANK YOU!



Administrator's Monthly Report

The City Administrator's monthly report is presented in an informational format for Council inquiry. The following report is not for Council action, and is not posted as such.

Generally, the following items are part of the report and may be presented by the respective Department Heads at the request of the Administrator: Public Works (Streets and Equipment), Utilities (Water/Sewer), Parks, Police, Code Enforcement/Permits, Municipal Court, and Airport.

Hamilton Police Department

Chief of Police – Anthony Yocham
204 East Main Street Hamilton TX 76531
Phone: 254.386.3810 Fax: 254.386.3894
chief@htxpd.com



Hamilton Police Department Monthly Statistics:

Sir,

Attached please find the March 2020 statistics for the Hamilton Police Department to be presented to the Hamilton City Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tony Yocham". The signature is stylized with a large, sweeping initial "T" and a long horizontal stroke.

Tony Yocham
Chief of Police
Hamilton, Texas
Tony Yocham
Chief of Police
Hamilton, Texas

Hamilton Police Department

Chief of Police – Anthony Yocham

204 East Main Street Hamilton TX 76531

Phone: 254.386.3810 Fax: 254.386.3894

chief@htxpd.com



Monthly Report

March 2020:

Total intake for March 2020:

Marijuana- 00 ounces

Unknown dangerous drugs pills—00 units

Cocaine—00

Methamphetamine—00

Heroin—00

Money-\$0.00

Guns-0

A handwritten signature in black ink, appearing to read "Dustin Smallridge", is written over a horizontal line.

Lt. Dustin Smallridge

Arrest Report

Date Reported Range: **03/01/2020 - 03/31/2020**



Hamilton Police Department
204 East Main Street
Hamilton, TX. 76531
Emergency: 911 / 254-386-8128
Admin Only: 254-386-3805
Fax: 254-386-3894
hpd@htxpd.com

Classification	Number of Arrests
ASSAULT	3
ESCAPE	2
OBSTRUCT POLICE	3
PRIVACY VIOLATION	2
PUBLIC INTOX	2
THREATS	1
WARRANT	1
Total Arrests: 14	

Citation Report

Date Reported: 03/01/2020 - 03/31/2020



Hamilton Police Department
204 East Main Street
Hamilton, TX. 76531
Emergency: 911 / 254-386-8128
Admin Only: 254-386-3805
Fax: 254-386-3894
hpd@htxpd.com

Citation No	Date Cited	Cited By	Violation
C10286	03/01/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10285	03/01/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10284	03/01/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10283	03/01/2020	STUBBS, JAY E	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
W10287	03/01/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10311	03/02/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10310	03/02/2020	TENBOER, DEVIN LARRY	SEC. 6-113 - RUNNING AT LARGE PROHIBITED (ORDINANCE VIOLATION)
W10366	03/03/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10365	03/02/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10288	03/03/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10312	03/03/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10316	03/04/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10313	03/03/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10314	03/03/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10315	03/03/2020	TENBOER, DEVIN LARRY	545.157 - Passing Authorized Emergency Vehicle (TRAFFIC VIOL-STATUTE)
W10289	03/03/2020	STUBBS, JAY E	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
C10368	03/05/2020	ROSENTHAL, DAVID	547.321 - Headlamps Required (TRAFFIC VIOL-STATUTE)
C10367	03/05/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10369	03/05/2020	ROSENTHAL, DAVID	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
W10317	03/05/2020	TENBOER, DEVIN LARRY	545.056 TC - DRIVING LEFT OF CENTER (TRAFFIC VIOL-STATUTE)
W10318	03/05/2020	TENBOER, DEVIN LARRY	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10227	03/06/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)

C10371	03/06/2020	ROSENTHAL, DAVID	502.407 - Operation of Vehicle with Expired License Plate (TRAFFIC VIOL-STATUTE)
C10372	03/06/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10377	03/09/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10237	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10238	03/07/2020	SILVA, RENE	521.021 - Driver License Required (No DL) (TRAFFIC VIOL-STATUTE)
C10239	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10231	03/09/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10232	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10233	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10234	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10235	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10236	03/07/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10229	03/06/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10228	03/06/2020	SILVA, RENE	6-108 - CITY TAGS REQUIRED-DOGS (ORDINANCE VIOLATION)
W10370	03/06/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10373	03/06/2020	ROSENTHAL, DAVID	547.321 - Headlamps Required (TRAFFIC VIOL-STATUTE)
W10374	03/06/2020	ROSENTHAL, DAVID	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
W10376	03/08/2020	ROSENTHAL, DAVID	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
W10230	03/06/2020	SILVA, RENE	544.007 - Disregared Red Light (Traffic Signal) (TRAFFIC VIOL-STATUTE)
C10419	03/09/2020	SCHRAUB, BRANDON	663.037 - operate atv on public street or highway for non-agricultural (TRAFFIC VIOL-STATUTE)
C10418	03/09/2020	SCHRAUB, BRANDON	663.037 - operate atv on public street or highway for non-agricultural (TRAFFIC VIOL-STATUTE)
C10417	03/09/2020	SCHRAUB, BRANDON	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10293	03/05/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10292	03/09/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10291	03/09/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10294	03/10/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10296	03/10/2020	STUBBS, JAY E	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
C10297	03/10/2020	STUBBS, JAY E	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)

C10299	03/11/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10423	03/07/2020	SCHRAUB, BRANDON	22.01(A)(3) - ASSAULT BY CONTACT (CRIMINAL VIOL)
C10424	03/07/2020	SCHRAUB, BRANDON	49.02 - PUBLIC INTOXICATION (CRIMINAL VIOL)
W10295	03/10/2020	STUBBS, JAY E	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
W10298	03/10/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10290	03/09/2020	STUBBS, JAY E	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
W10416	03/09/2020	SCHRAUB, BRANDON	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10420	03/09/2020	SCHRAUB, BRANDON	SEC. 6-113 - RUNNING AT LARGE PROHIBITED (ORDINANCE VIOLATION)
W10415	03/09/2020	SCHRAUB, BRANDON	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10379	03/11/2020	ROSENTHAL, DAVID	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
C10467	03/15/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10466	03/15/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10465	03/15/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10464	03/15/2020	STUBBS, JAY E	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
C10244	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10245	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10246	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10247	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10248	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10249	03/14/2020	SILVA, RENE	502.407 - Operation of Vehicle with Expired License Plate (TRAFFIC VIOL-STATUTE)
C10250	03/14/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10308	03/14/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10462	03/14/2020	STUBBS, JAY E	544.007 - Disregared Red Light (Traffic Signal) (TRAFFIC VIOL-STATUTE)
C10301	03/13/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10302	03/13/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10303	03/13/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10306	03/14/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10242	03/13/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10243	03/13/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)

			STATUTE)
C10240	03/13/2020	SILVA, RENE	502.407 - Operation of Vehicle with Expired License Plate (TRAFFIC VIOL-STATUTE)
C10241	03/13/2020	SILVA, RENE	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10309	03/14/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10460	03/14/2020	STUBBS, JAY E	547.322 - Defective License Plate Light (TRAFFIC VIOL-STATUTE)
W10461	03/14/2020	STUBBS, JAY E	547.302 - drove Without Lights - when Required (TRAFFIC VIOL-STATUTE)
W10463	03/14/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10300	03/13/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10304	03/13/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10305	03/14/2020	STUBBS, JAY E	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10307	03/14/2020	STUBBS, JAY E	
W10383	03/12/2020	ROSENTHAL, DAVID	547.321 - Headlamps Required (TRAFFIC VIOL-STATUTE)
W10382	03/12/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10379	03/11/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
W10381	03/12/2020	ROSENTHAL, DAVID	547.322 - Tail Lamps Required (TRAFFIC VIOL-STATUTE)
W10378	03/17/2020	ROSENTHAL, DAVID	545.351 - Speed Over Limit (Speeding) (TRAFFIC VIOL-STATUTE)
C10384	03/16/2020	ROSENTHAL, DAVID	22.01(A)(3) - ASSAULT BY CONTACT (CRIMINAL VIOL)
C10385	03/16/2020	ROSENTHAL, DAVID	481.125 HSC - POSS DRUG PARAPHERNALIA (CRIMINAL VIOL)
W10468	03/19/2020	STUBBS, JAY E	547.321 - Head Lamps Required (TRAFFIC VIOL-STATUTE)
C10251	03/20/2020	SILVA, RENE	6-108 - CITY TAGS REQUIRED-DOGS (ORDINANCE VIOLATION)
C10561	03/30/2020	VANEVERY, EVAN	SEC. 6-113 - RUNNING AT LARGE PROHIBITED (ORDINANCE VIOLATION)
C10560	03/30/2020	VANEVERY, EVAN	SEC. 6-113 - RUNNING AT LARGE PROHIBITED (ORDINANCE VIOLATION)
C10562	03/31/2020	VANEVERY, EVAN	SEC. 6-113 - RUNNING AT LARGE PROHIBITED (ORDINANCE VIOLATION)

Total: 101

Department Incident Activity Report

Date Reported: **03/01/2020 - 03/31/2020** | Show Subclasses: **True**



Hamilton Police Department
 204 East Main Street
 Hamilton, TX, 76531
 Emergency: 911 / 254-386-8128
 Admin Only: 254-386-3805
 Fax: 254-386-3894
 hpd@htxpd.com

Classification	Events Rptd	Unfounded	Actual	Clr Arrest	Clr Exception	Clr Juveniles	Total Clr	Percent Clr
ABANDONED	2		2				2	100.0
Other Property	2		2				2	100.0
AGENCY ASSIST	2		2				2	100.0
Assist Other Agency	2		2				2	100.0
ANIMAL PROBLEM	5		5				5	100.0
Animal Attack	2		2				2	100.0
Estray	2		2				2	100.0
Other Animal Calls	1		1				1	100.0
ASSAULT	4		4	3			4	100.0
Simple Assault	4		4	3			4	100.0
BURGLARY	1		1				0	0.0
Burglary, Unforced Entry Residence	1		1				0	0.0
DAMAGED PROPERTY	3		3				2	66.7
Criminal Mischief	1		1				1	100.0
Damaged Property, Private	1		1				1	100.0
Damaged Property, Vehicle	1		1				0	0.0
ESCAPE	1		1	1			1	100.0
Flight Escape Other	1		1	1			1	100.0
FAMILY DISTURBANCE	6		6				5	83.3
Family Disturbance	1		1				0	0.0
Verbal Argument	5		5				5	100.0
FORGERY	1		1				0	0.0
Forgery/Counterfeiting Other	1		1				0	0.0
FRAUD	1		1				0	0.0
Fraud, Illegal Use Credit Cards	1		1				0	0.0
HEALTH/SAFETY	1		1				1	100.0
Drugs, Health Or Safety	1		1				1	100.0
MISCELLANEOUS	9		9				9	100.0
Miscellaneous Incidents	9		9				9	100.0
MISSING PERSON	1		1				1	100.0
Missing Person	1		1				1	100.0
MORALS/DECENCY CRIMES	1		1				0	0.0
Morals/Deceny Crimes	1		1				0	0.0
OBSTRUCT POLICE	3		3	3			3	100.0
Obstructing Police, Other	1		1	1			1	100.0
Resisting/Interfering W/Police	2		2	2			2	100.0

PRIVACY VIOLATION	3		3	2			3	100.0
Criminal Trespass	3		3	2			3	100.0
PROPERTY	1		1				1	100.0
Found Property	1		1				1	100.0
PUBLIC INTOX	2		2	2			2	100.0
Public Intoxication	2		2	2			2	100.0
PUBLIC SERVICE	1		1				1	100.0
Other Public Service	1		1				1	100.0
SCHOOL OFFENSES	1		1				1	100.0
Disruption Of Classes	1		1				1	100.0
SECURITY CHECK	2		2				2	100.0
House Check	1		1				1	100.0
Personal Security/Welfare Check	1		1				1	100.0
SUSPICIOUS	2		2				2	100.0
Suspicious Activity	1		1				1	100.0
Suspicious Person	1		1				1	100.0
THEFT	1		1				0	0.0
Theft Other	1		1				0	0.0
THREATS	2		2	1			1	50.0
Threat-Terrorist/State Offenses	2		2	1			1	50.0
TRAFFIC (CRIMINAL VIOLATION)	1		1				1	100.0
Criminal Traffic Violation	1		1				1	100.0
TRAFFIC ACCIDENT	4		4				3	75.0
Hit/Run, Private Prop Damg	1		1				1	100.0
Hit/Run, Vehicle Damg	1		1				0	0.0
Traffic Accident, Vehicle Damage	2		2				2	100.0
TRESPASSING	2		2				2	100.0
Trespassing, Private Property	2		2				2	100.0
WARRANT	1		1	1			1	100.0
Out Of County-Felony	1		1	1			1	100.0
Event Totals	64	0	64	13	0	0	55	85.9

Hamilton Police Department

March 2020

Activity Report

Traffic Enforcement:

Tenboer # 2152:	8 Stops	3 Citations	5 Warnings
Schraub # 2153:	5 Stops	3 Citations	2 Warnings
Stubbs # 2154:	36 Stops	22 Citations	14 Warnings
Silva # 2155:	23 Stops	22 Citations	1 Warnings
Rosenthal # 2156:	18 Stops	6 Citations	12 Warnings
Total:	90 Stops	56 Citations	34 Warnings

Arrests from Traffic Stops: 0

Daily Activity Logs:

Stubbs # 2154	Days Worked 15	Logs 15
Silva # 2158	Days Worked 16	Logs 16
Rosenthal # 2156	Days Worked 16	Logs 16
Bradshaw # 2158	Days Worked 17	Logs 17

Monthly Arrests: 10

Tenboer # 2152	2.5 Arrests
Schraub # 2153	3 Arrests
Silva # 2155	1 Arrest
Rosenthal # 2156	3.5 Arrests

Hamilton Police Department

March 2020, Arrests

Total Arrests: 10

03/07/2020, Richard, Parker, M, 26, Crim. Tres., Public Intox, Asslt. By Contact, 200167, 200168, 200169, Officer 2156.

03/07/2020, Richard, Tyler, M, 28, Crim. Tres., Public Intox, 200170, 200171, Officer 2156

03/13/2020, Geske, Caleb, M, 24, Terroristic Threat, 200179, Officer 2153

03/14/2020, Smith, Aaron, M, 22, FTA – PCS PG1 >1g, FTA – PCS PG1 1g>4g, 200183, Officer 2155

03/16/2020, Smith, Aaron, M, 22, Hamilton P.D. Warrant – Evade Arrest, 200184, Officer 2153

03/16/2020, Reed, Christina, F, 33, Hamilton P.D. Warrant – Hindering Apprehension, 200185, Officer 2153

03/16/2020, Gutierrez, Johnny, M, 47, Resist Arrest, Evading Arrest, 200186, 200187, Officer 2156

03/30/2020, Stange, Angelina, F, 17, Assault – Fam. Violence, 200207, Officer 2152

03/31/2020, Schumann, James, M, 22, Assault – Fam. Violence, 200209, Officer 2152

03/31/2020, Ahearn, Devin, 34, M, Mental Detention, 200210, Officer 2152, 2156

CITY OF HAMILTON

POLICE DEPARTMENT

Animal Control Monthly Report

March 2020

Number of calls: 40

Number of reports taken: 36

Animal bites investigated: 0

Animals impounded (dogs): 12

Animals reclaimed by owners: 5

Animals adopted: 0

Current shelter population: 4

Animal Control citations issued: 10

In Person: 10

Certified Mail: 10

Animal Control warnings issued: 11

Evan Van Every

Animal Control Officer

MARCH 2020

MUNICIPAL COURT REPORT

State \$8687.85 Collection Fees MVBA \$889.98
City \$9880.95 OMNI \$122.49

CITATIONS/CHARGES FILED IN MUNICIPAL COURT MARCH 2020.

Dog Allowed to Run at Large	7
No City Dog Tag Issued	3
Fail Maintain Financial Responsibility	4
Driving without valid DL	3
Open Container-Alcohol Bev in Vehicle	2
Fail to Display Driver's License upon request	1
Speeding over limit	46
Defective Lights	5
Expired MVR	6
Assault by Contact	2
No Rabies Vaccination	2
Disregard Stop Sign	1
Driving while license invalid	1
Follow too Closely	1
Violate DL Code Restriction	1
Public Intoxication	3
Defective Brake Light	1
Operate Unauthorized Vehicle on Public Road	2
Assault Contact FV	1
Possession of Drug Paraphernalia	2
Disregard Red Light	1
Drive Wrong Side of Road	1
TOTAL	96

Timeline

**Report
Progress to
Council**

April 9

**Order signs
and Baskets**

April 14

**City installs
signs and
baskets**

April 26-May 19

**Invoice
Business
that haven't
paid yet**

April 11

**Signs and
Baskets
Arrive**

April 20-25

**Report/Ask
about
progress**

May 14

The goal is to have everything ready by May 21st for a
Summer Grand Opening!



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

RESPONDENT COMPLIANCE SUPPLEMENTAL ENVIRONMENTAL PROJECT (“SEP”) APPLICATION

SEP Program
Phone (512)239-2223
Fax (512)239-3434
sepreports@tceq.texas.gov
PO Box 13087
SEP Coordinator, MC 175
Austin, Texas 78711-3087

RESPONDENT INFORMATION

Date March 17, 2020	TCEQ Docket No. 2019-1589-MWD-E	
Name of Respondent (Legal Name of Applicant or Organization) City of Hamilton		
Name of Facility Wastewater Treatment Facility		
Street Address 200 E Main		
City Hamilton	Zip Code 76531	County Hamilton
Contact Person Ryan Polster		
Telephone 254-386-8116	Email Adm@ci.hamilton.tx.us	
Enforcement Coordinator or TCEQ Attorney Caleb Olson		Tele: 817-588-5856

NATURE OF VIOLATION/PROBLEM

Nature of the Enforcement Action (provide a summary of the enforcement action being taken against the facility so that TCEQ can evaluate the appropriateness of the SEP in relation to the violation.)
The City of Hamilton failed to prevent an unauthorized discharge of Sewage into or adjacent to any water in the state, in violation of TEX.WATER CODE 26.121(a)(1), 30 TEX.ADM.CODE 305.125(1) and (5), and Texas Pollutant Discharge Elimination System Permit No. WQ0010492002, Permit Conditions No.2.g.

Penalty Amount \$ 5625.00 **SEP Amount** (expected cost of SEP) \$ **5750.00**

DESCRIPTION OF THE PROPOSED SEP

SEP Name **Bearing Replacement**

Description of the proposed SEP and How the SEP will be implemented (Include photographs and maps, if needed; describe the need for the SEP and provide details on how the SEP will be implemented.)

We would like to replace a Dodge Bearing on an aeration rotor. There are two bearings per aeration rotor on our wastewater racetrack. One of the bearings has been showing signs of failure. We would like to have Machining & Valve Automation Services LLC replace the failing bearing. Quote is attached.

Status of proposed SEP: Proposed In Progress Completed
If the proposed SEP is in progress or completed, please provide the following information.

Start Date: **March 19, 2020**

Completion Date: **MARCH 20, 2020**

Media, if known air water waste

Specific location of SEP (physical address)

700 North Lloyd, Hamilton, TX 76531

Ownership (Please state who owns the property where the SEP will be conducted.)

City of Hamilton

Does the proposed SEP relate in any way to the violation? (Causal relationship between violation and the restoration.)

The violation was due to fats, oils and grease in the sewer main. The proposed SEP would continue the reliability of the cage rotor for oxidation ditch where BOD removal is more than 90%.

Will the SEP use contract labor? (Please specify.) Yes No

Will the respondent be willing to complete all portions of the SEP, regardless of whether the SEP costs more than anticipated? Yes No

EXPECTED ENVIRONMENTAL BENEFIT

Explain in as much detail as possible the expected environmental benefit of this SEP and quantify the environmental benefit to the extent practical. Even if the benefits seem obvious (e.g. reducing pollution), you still must clearly state how the implementation of the SEP will result in measurable environmental benefits.

The benefit will be to continue to decrease the BOD and increase the oxygenation and circulation of the ditch contents. By introducing oxygen to the wastewater, the bacteria stays keeping the plant alive.

Geographical Area to Benefit (Identify specific areas, cities, counties, and watersheds and /or nonattainment areas that would be affected by the SEP.)

The City of Hamilton and Extra Territorial Jurisdiction

PROPOSED BUDGET DETAILS (The state flat rates for equipment use is available from the SEP Program.)

Only actual cost will be given credit upon completion of the SEP. No credit will be given for volunteer labor, labor by respondent's employees, gratuities such as food, drinks, and t-shirts, or for administrative costs.

PROPOSED BUDGET

Enter the proposed budget below. If necessary, attach a separate budget to the application.

Item	Unit	Price per Unit	Quantity	Total
3 ½ Dodge Bearing	1	\$5750.00	1	\$5750.00
Total Overall Budget				\$5750.00

FINANCIAL GAIN

Do you anticipate any financial return on the proposed SEP? Yes No

If you checked yes above, please provide details on the anticipated financial return.

SEP IMPLEMENTATION

You may commence implementing the proposed before or after the Commission approves a final Agreed Order that includes the proposed SEP. However, if you implement or complete the proposed SEP prior to receiving Commission approval you will only receive credit for those expenditures that were made prior to Commission approval if they are subsequently within a final Agreed Order and approved by the Commission. *

*If you have implemented or are considering implementing the proposed SEP prior to Commission approval of a final Agreed Order, please contact the TCEQ SEP Program for information on what action or expenses may not be eligible to receive SEP credit.

REPORTING REQUIREMENTS

Respondent is required to provide documentation to TCEQ to verify completion of the SEP. Respondent is required to provide progress reports, documentation and a final report of completion within specified deadlines as required and detailed within the final Agreed Order. Required documents may include:

- Itemized list of expenditures
- Copies of invoices or receipts corresponding to the itemized list of expenditures
- Copies of cleared checks or payments records corresponding to the itemized list of expenditures
- Copies of proof of advertisement or publication (which must include a statement that the SEP was performed as a result of a TCEQ enforcement action)
- Dated photographs of SEP progress
- A certified/notarized statement of SEP completion
- Detailed map showing specific location of the SEP site(s)
- Copies of engineering plans
- A count of collected items (if applicable)
- A manifest showing proof of disposal and/or recycling of materials (if applicable)
- Equipment logs (if applicable)

I agree to provide all report and documentation on a timely basis as required by the final Agreed Order.

Name of person responsible for reporting to TCEQ _____**Ryan Polster**_____

Telephone **254-386-8116**_____ Email _____**adm@ci.hamilton.tx.us**_____

Signature _____ Date _____**March 17, 2020**_____

ADDITIONAL REQUESTED INFROMATION

<p>1. Date of initial Notice of Violation (NOV) or Notice of Enforcement (NOE) received for the alleged violation(s). Notice of Enforcement October 28, 2019</p>
<p>2. Have you previously agreed to perform the project proposed in this application? (as an example: a grant or loan with the Texas Water Development Board or another state agency) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p>3. If you checked yes above, provide the following information.</p> <p>a. Name of parties to the agreement _____</p> <p>b. Date of agreement _____</p> <p>c. Agreement details</p>

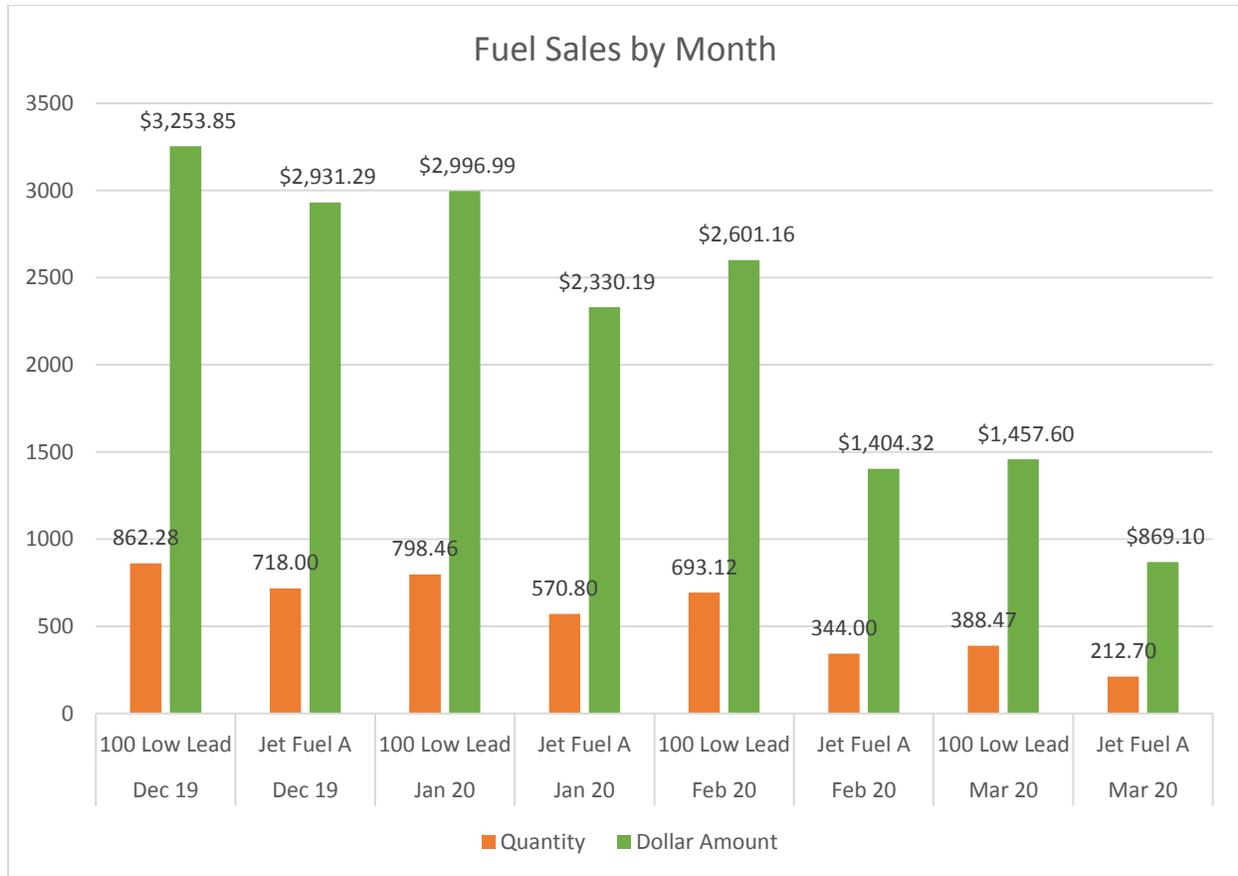
COMPLIANCE SEP APPLICATION CERTIFICATION

I certify on behalf of the Respondent, that the SEP did not and/or will not receive duplicate funding by grants or donations from any source for the authorized SEP expenditures as detailed within the SEP Proposed Budget. In addition, I certify that all the information provided in tis SEP application is true and accurate.

Signature _____ Date **March 17, 2020** _____

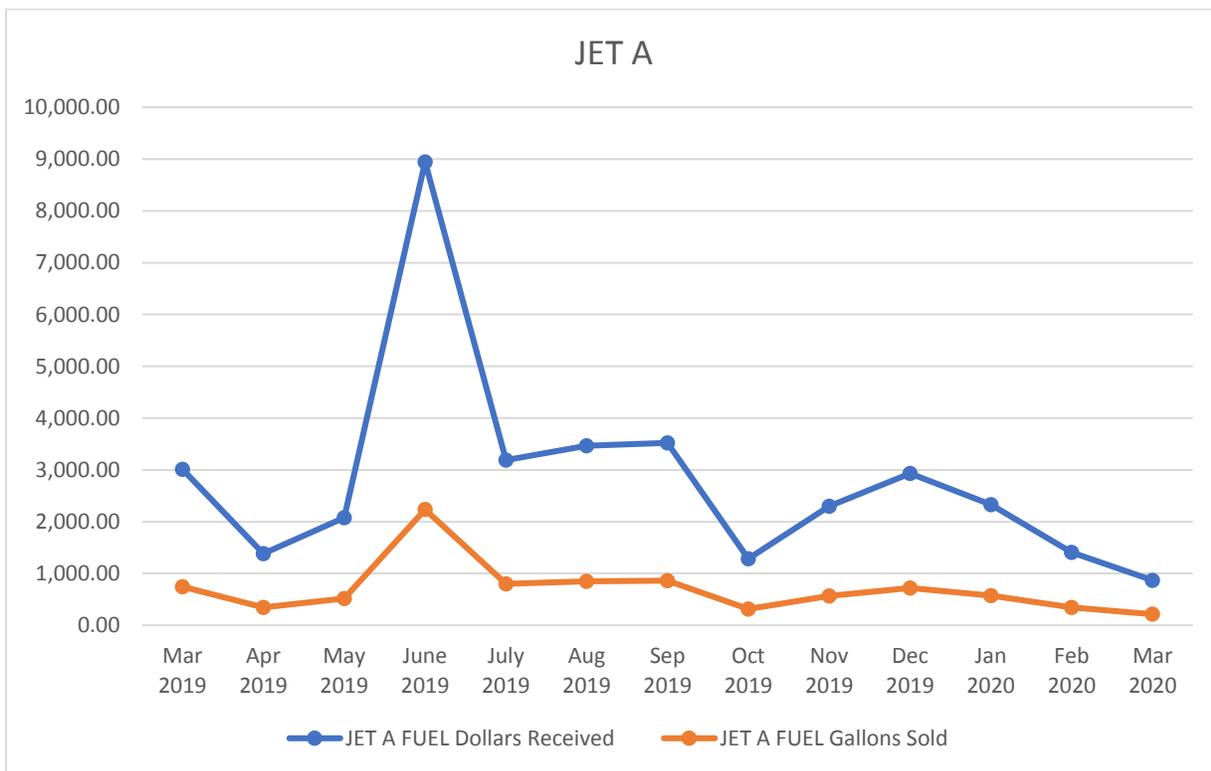
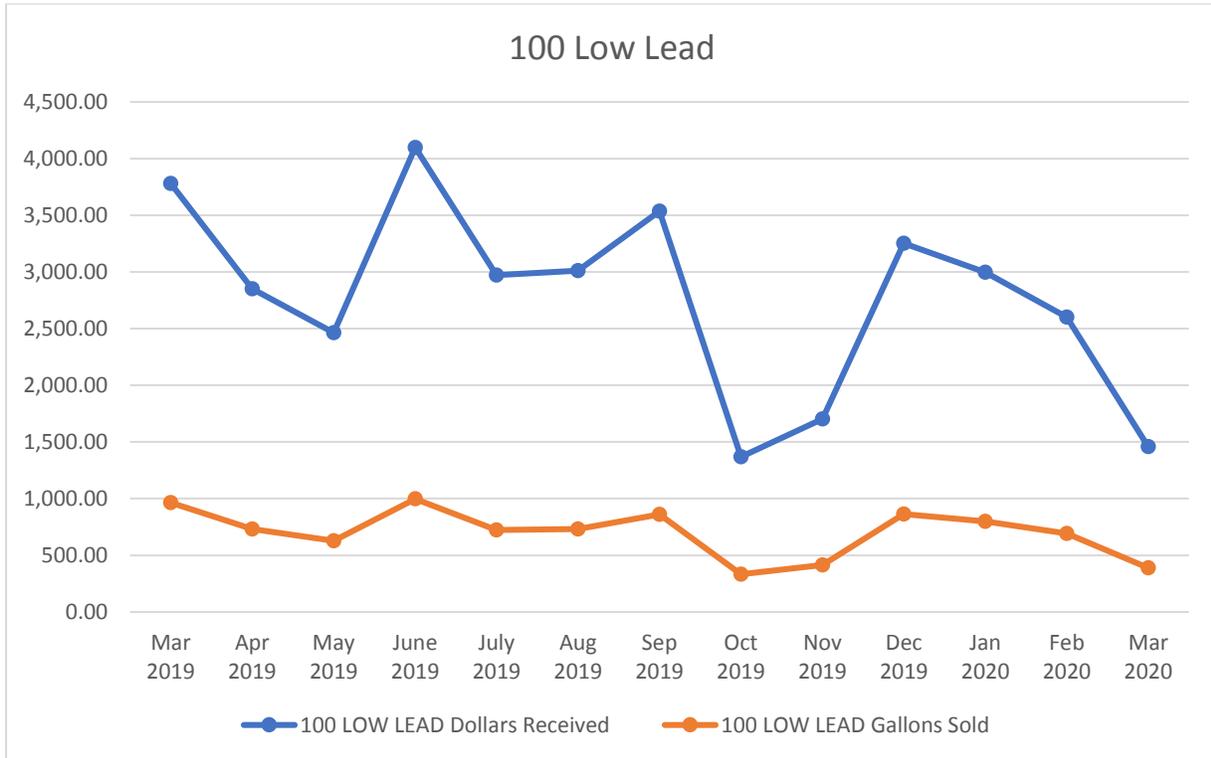
Printed Name **Ryan W. Polster** _____ Title **City Administrator** _____

MARCH 2020



	AVFuel	Private	Total	Total Gallons	
100LL	\$ 1,457.60	\$ -	\$ 1,457.60	388.47	
Jet A	\$ 869.10	\$ -	\$ 869.10	212.70	
		Total	\$ 2,326.70		
CURRENT PRICE			\$ 49.32	100LL CC Fees	
100LL -3.87/gallon			\$ 28.28	JETA CC Fees	
JET A - 4.21/gallon					
<u>Spent in the current month</u>					
TRANS AERO	\$ -	JetA	No Arrangement		
2002	\$ -	100LL	PREPAYED		
2001	\$ -	100LL	PREPAYED		
0.00		Private 100LL Gallons Pre-Sold			
	212.70	JET A gallons AVFuel			
388.47		100LL Gallons AV Fuel			
	0.00	Private JetA Gallons Sold			
Private 100LL Gallons Sold - PREPAYED, DON'T INCLUDE IN CURRENT MONTH					
388.47	212.70	TOTAL Gallons			

MARCH 2020



**MINUTES OF REGULAR MEETING
OF THE GOVERNING BODY OF THE
CITY OF HAMILTON, TEXAS
APRIL 9, 2020**

A regular Council Meeting of the Governing Body of the City of Hamilton, Texas was held on the 9th day of April, 2020 at 6:00 p.m. in City Hall, 200 East Main, Hamilton, Texas.

The City Council meeting was open to the public. To allow for remote participation, people could view and listen to the meeting live via Zoom or Facebook. Citizens could also provide a citizen's presentation and address the council via Zoom connection. Instructions were given during the meeting about how to address the Council. Sign in to the Zoom meeting was provided through the following link: <https://tinyurl.com/qli9gan>

Present for the meeting:

Mayor Jim McInnis	Councilmember Shelley Voges
Mayor Pro Tem Todd Jordan-Zoom	Attorney Connie White-Zoom
Councilmember Cody Morris	City Secretary/Interim City Administrator
Councilmember George Beard-Zoom	Ryan Polster
Councilmember Justin Slone-Zoom	

Others present: Police Chief Tony Yocham-Zoom, Hamilton Herald News Maria Weaver-Zoom, Code Enforcement Officer Karla Werkman, the following people attended via Zoom Main Street Director Joni Hoxsey, Hamilton County Jr. Youth Livestock Assoc. President Faith Massingill, Colin Melton, Randol Conner, Jerry Jones, Nicki Lamb, and Jim Keay.

Item No. I: Mayor McInnis opened the meeting with a Prayer and Pledge of allegiance.

Item No. II: Public Comments. None

Item No. III: The following agenda deliberations were discussed and/or action taken:

1. Jordan made a Motion to approve the March 12, 2020 Regular Council Meeting Minutes. The Motion was seconded by Morris and passed unanimously.
2. Morris made a Motion to approve the March, 2020 Financial Report. The Motion was seconded by Slone and approved unanimously.
3. No Report was presented by the Hamilton Volunteer Fire Department.
4. Ordinance #2-20, Amending Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees, amending all Ordinances and Parts of Ordinances in Conflict Herewith, passed unanimously with a Motion from Morris and a second from Voges. Karla Werkman addressed the Council on items 4,5, and 6.
5. Ordinance #3-20, Approving New Rate Schedule for Chapter 14 Buildings and Building Regulations, Article III, Section 14-55 Schedule of Permit Fees, passed unanimously with a Motion from Voges and second from Morris.
6. Ordinance #4-20, Repealing Chapter 14, Article I, Section 14-3 Paragraph (a) which Pertains to Adoption of various Standard Codes, Adopting Current Codes by Amending all Ordinances and parts of Ordinances in Conflict Herewith; Providing a Severability Clause and Providing a Repealer Clause, passed unanimously with a Motion from Jordan and second from Morris.
7. Resolution #14-20, Suspending the Effective Date Proposed by ATMOS Energy Corporation – MidTex Division, to Increase Rates Under the Gas Reliability Infrastructure Program for 45 days, and Authorize the City's Continued Participation in a Coalition of Cities known as the "Atmos Texas

Municipalities,” passed unanimously with a Motion from Morris and second from Voges.

8. Resolution #15-20, Postponing the May 2, 2020 General Election until the November 3, 2020 Uniform Election Date, passed unanimously with a Motion from Jordan and second from Voges.
9. Faith Massingill began her report on the Jayson Harris Pavilion, but was disconnected.
10. Due to the COVID-19 Pandemic a Declaration of Local State of Disaster due to Public Health Emergency passed unanimously with a Motion from Jordan and second from Slone. Other discussions on the COVID-19 pandemic pursued such as eliminating credit card fees. No other action was taken.
11. Resolution #16-20, Amending the Community Enhancement Fund Grant Contract on behalf of the Hamilton General Hospital funded by the Texas Department of Agriculture, passed unanimously with a Motion from Slone and second from Morris.
12. Slone made a Motion to approve a Memorandum of Agreement between the City of Hamilton and Hamilton County Hospital District for the 2018 Community Enhancement Grant contract number 7218008. The Motion was second by Morris and passed unanimously.
13. Ordinance #5-20, Adopting Bulk Waste Permitting and usage fees, passed with a 4 to 1 vote. Jordan, Voges, Slone voted against unanimously with a Motion from Morris and second by Voges.
14. Resolution #17-20, Appointing Misty Boatwright as City Secretary and approving an exception in Chapter 2 Article 2 Section 2-28 (b), passed with a 3 to 2 vote. Jordan, Slone and Morris voted in favor, and Voges and Beard opposed.
15. Morris made a Motion to approve the Release of the 2020 Citizen Survey as amended by city council, second by Voges and passed unanimously.

Ryan Polster presented the City Administrator’s Report.

- Polster presented a Compliance Supplemental Environmental Project that would take the place of a TCEQ fine for August 29th, 2019 sewage overflow.
- Chief Yocham presented the police report to include animal control.
- Joni Hoxsey presented a report for the Main Street program.
- Polster reported that all holes for the Hamilton Disc Golf Course have been sponsored.
- Polster reported on the Airport to include the Entrance Sign, purchase of a new Credit Card Reader due to termination of parts support for the old unit, and the need to purchase a new 100LL filter vessel.
- Slone asked for information about Automatic Draft to be disseminated to citizens.
- Beard ask information on garbage pickup to be placed on City of Hamilton Facebook page.

Item No. IV: Future Agenda Items. Beard ask for the Senior Events Center to place on the May agenda.

Item No. IX: Mayor McInnis adjourned the Regular Council Meeting unanimously at 7:40pm with a Motion from Morris and a second from Beard.

Jim McInnis, Mayor

Ryan W. Polster, City Secretary